

**SECTION 01000 - PROCURING WATER AND RECLAIMED WATER
FROM VISTA IRRIGATION DISTRICT**

PART 1 - GENERAL

1.1 AVAILABILITY OF SERVICE

- A. The DEVELOPER or the DEVELOPER's representative shall schedule a meeting with the DISTRICT to determine the current boundaries in which the project is located and the availability of service. If the project is an onsite reclaimed water project, refer to the DISTRICT's "Rules and Regulations for the Use of Reclaimed Water Within the Vista Irrigation District," which can be obtained from the DISTRICT at reproduction cost.

1.2 TENTATIVE MAP

- A. The DEVELOPER shall submit one print of the tentative map for the water system analysis with a deposit to cover DISTRICT expenses. The tentative map shall have the mains superimposed on them, showing the proposed main sizes. In addition, the DEVELOPER shall obtain a letter from the governing fire district indicating the required fire flows and fire hydrant locations. The DISTRICT will review the system design for the development taking into consideration the existing pipeline locations, sizes and pressures, and the DISTRICT's Water Master Plan. The DISTRICT will prepare a schematic design of the needed facilities for the proposed project, which will show what work the District will do. The DISTRICT reserves the right to change proposed water main sizes or locations after considering the above criteria or as deemed necessary based on conditions shown on the improvement plans.

ALL WORK THAT IS SUBMITTED TO THE DISTRICT IS LOGGED IN AND ASSIGNED AN LN NUMBER. WHEN A PROJECT IS FAR ENOUGH ALONG THE DISTRICT WILL PREPARE A COST BREAKDOWN ALONG WITH A SCHEMATIC DRAWING DEPICTING THE REQUIRED WATER FACILITIES. THE FOLLOWING IS A SUMMARY OF THE DEVELOPMENT PROCEDURE, FROM THE PLANNING STAGE TO THE ACCEPTANCE STAGE, TO DEVELOP A PROJECT WITHIN THE VISTA IRRIGATION DISTRICT.

GUIDE TO THE STATEMENT OF COST, PLANNING REQUIREMENTS, CONSTRUCTION REQUIREMENTS AND ACCEPTANCE REQUIREMENTS FOR CONSTRUCTION OF A WATER SYSTEM FOR THE PROJECT IDENTIFIED AS:

VID File Reference: LN _____

County or City File Reference: _____

Owner Reference or Name of Project: _____

Site Location: _____

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SECTION I. INFORMATION

Water facilities that are to be publicly owned (owned and operated by the District) shall be shown on the improvement plans and must be constructed in accordance to the District's "Standard Specifications and Standard Drawings for Construction of Pipelines" manual. The owner/developer is required to enter into a construction contract with the District. The following types of contracts are available:

Type A: Under this type of contract, a commitment for water service is given for a period of one year from the effective date of the contract.

As part of the conditions of the District accepting the public portion of the water facilities, application and payment for water meters and Reduced Pressure Detector Assemblies (RPDA) must be made for all laterals shown on the improvement plans and all other all project fees must be paid.

After these and all other project requirements are satisfied, staff will present the public water system to the Board of Directors at the following Board Meeting for acceptance. Upon acceptance staff will have the Notice of Acceptance recorded with the County Recorder.

The owner/developer and the bonding company will receive a copy of the Notice of Acceptance which should cancel bond premiums. If security is posted using a Certificate of Deposit or Instrument of Credit the District will forward the Notice to the Bank along with a letter releasing a portion of the deposit or credit.

Type B: Under this type of contract, a commitment for water service is not given, and water meter and RPDA laterals are not permitted to be installed. However, application for water meters and RPDA's and payment for them are not required as a condition of the District's accepting the public system.

After all project requirements are satisfied the public system will be accepted and the Notice mailed as stated above.

PAYBACK AGREEMENTS

A Private Ownership Agreement (Payback Agreement) is available for the sum of \$270.00 which may enable you to be reimbursed a portion of the cost of the water system. Upon the owner's/developer's request and \$270.00 payment the agreement will be prepared and forwarded for the owner's signature. If the fee is not paid before our Board formally accepts the water system, we will assume that an agreement is not desired. A Private Ownership Agreement will not be allowed after the Board of Directors accepts the water system.

TEMPORARY SERVICE AGREEMENTS

There are some properties within the District that receive water service under the terms and conditions of a Temporary Service Agreement (TSA). The TSA requires that the owners of those properties to participate in the cost of a new water system when installed adjacent to their property. After the new water system is installed, the District will calculate the per foot cost of the water system or the per lot charge of the water system and will forward the preliminary Payback Agreement for your review. After the owner signs the final agreement, we will forward to the affected property owners an invoice for their pro-rata share of the cost. After the invoice is paid, the District will forward the funds collected to the party that paid for the installation of the system. However, before we can forward the monies, a Payback Agreement must be established by the party installing the water system.

WATER RIGHTS

Properties within the District must have full water rights before water any applications can be accepted. If the parcel of land being developed does not have water rights, the cost to establish water rights will be reflected in the cost breakdown.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REQUIREMENTS

The District is required to insure that the water system to be installed was addressed in the Environmental Impact Report or the Negative Declaration prepared for the project. Please supply us with a copy of the appropriate document.

If the project has satisfied all CEQA requirements, we will prepare a Notice of Exemption and file it with the County Clerk. If not, we will prepare a Negative Declaration or inform you that an Environmental Impact Report or that a modification to your Environmental Impact Report is required.

In some cases there is a Fish and Game Wildlife Department fee of \$800 or \$1,250 plus a County of San Diego fee of \$25. We will inform you if a fee is applicable before we start the process. However, please remember that we will not allow the installation of the water system until CEQA requirements are met.

PUBLIC AND PRIVATE WATER SYSTEMS

The District reviews all system proposals and determines which ones fit the criteria for becoming public or private water systems.

Public systems are owned, operated and maintained by the District and can be installed by either the Developer or the District to District specifications and if installed by the owner/developer under District inspection.

Private systems are installed by the owner/developer and do not have to meet District specifications however they are inspected by the fire agency having jurisdiction over the project. These systems are owned, operated and maintained by the owner.

Private systems receive water via a metered connection called a reduced pressure detector assembly (RPDA). The RPDA and the lateral serving it are located entirely on private property. The portion of the lateral located on private property, the RPDA and all piping downstream of the RPDA are owned, operated and maintained by the owner/developer.

When the lateral is located with in a public right-of-way it will be owned, operated and maintained by the District to the right-of-way line. All piping beyond the right-of-way line, the RPDA and the piping downstream of the RPDA are owned, operated and maintained by the owner.

SECTION II. PLANNING REQUIREMENTS

MATERIALS & QUANTITIES

C-900 PVC and steel pipe are the only materials that are acceptable materials for main water line installations. Have your engineer show the type of pipe to be used on the improvement plans and submit them to us for review.

The quantities listed in the cost breakdown are taken from our schematic drawing and are subject to review and change. The schematic drawing is a tentative design of the proposed water system, and we reserve the right to make alterations as required due to conditions shown on the improvement plans.

IMPROVEMENT PLANS

Have a private engineer of your choice prepare and submit a set of improvement plans showing the water system per the schematic drawing. Also, provide us with a copy of the grading plan. If your engineer has suggestions regarding its design, have him contact us. We have a Standard Design Manual available for use by your engineer. The plan check fee for the review and approval process of the improvement plans is \$157.00 per sheet. This fee is to be paid at the time your engineer submits them to us for the first plan check.

Before a District engineer will sign the improvement plans, the existing water lines must be potholed at all points where the new system will connect to the existing system in order to determine actual depth; the actual depth must be shown on the plans. We will notify your engineer of this requirement during the first plan check.

Our schematic drawing does not show meter or RPDA lateral locations. The standard lateral for single family homes is 1", which will accommodate up to a 1" meter (50 GPM). Have your engineer show the location of all laterals and driveways on the improvement plans. All meters and RPDA'S are to be located within landscape areas.

SUBDIVISION CONSTRUCTION WATER

Before the new water system is placed into service, your project may be required to receive metered construction water service via a "subdivision construction meter" (SCM). The SCM will be obtained from the District which requires a deposit. Contact our Engineering Department and make arrangements for payment and pick up of the SCM.

PERMANENT WATER SERVICE/METERING

Determine how your project will be metered and inform us so we can review your layout for approval.

You can meter the project one of several ways as follows:

- A. Each dwelling unit could have its own meter; or
- B. Each building could have its own meter (the size is determined by the number of units in each building); or
- C. A group of buildings could be served by a single meter; or
- D. The entire project could be served via a master meter.

Currently the District does not require separate meters for irrigation and domestic uses. However, in some cases the City of Vista does. Check with them to see if this requirement will be placed on the project. You need to inform us as to the how the water for irrigation, landscaping, pool or recreation room is to be metered (if applicable)..

PHASING OF PROJECT

If you intend to construct the water system in more than one phase, let us know how many phases there will be and which lots or buildings are in each phase. Note that the phasing of the water system may not necessarily coincide with your construction phases of the buildings. Phasing a project requires the signature of your bonding company on the supplement to the contract, which will identify the phases. Also, once your phasing request is approved by the Board of Directors, you will be required to complete each phase as approved.

The one-year commitment for permanent water service as stated in the construction contract will not be extended, even if you decide to phase your subdivision.

SECTION III. CONSTRUCTION REQUIREMENTS

(CONSTRUCTION BY OWNER/DEVELOPER)

REQUESTING A CONTRACT

After we sign your improvement plans, you may request a construction contract and provide us with a check for \$363.00 to prepare it. We will forward the construction contract and related documents for your signature. You may request a contract any time after the plans are signed. If you request a contract before your grading process begins, this should allow the needed time for us to prepare it, time for you to fulfill the insurance and bonding requirements, return it to us for review, and if acceptable time for us to present it to the Board of Directors for their approval. After we sign it, we will forward a copy to you for your records.

CONTRACTOR LICENSE

The water line contractor must have a current Class A or C34 license. A copy is to be presented to the District before the contract will be presented to the Board of Directors for approval.

BONDING

A faithful performance bond and a payment bond will be required on all water systems to be owned by the District, each in the amount of 100% of our Statement of Cost. In lieu of bonds, you may post an Instrument of Credit, also for 100%, or a Certificate of Deposit. The Instrument of Credit also contains a trust fund securing payment in the amount of 50% of the Statement of Cost.

INSURANCE

The District requires a minimum of \$1,000,000.00 general liability and automobile liability, each, and workers' compensation insurance coverage on public systems to be constructed. All insurance shall be on an "occurrence" basis, not "claims-made" basis. We will provide the required District certification forms. To be acceptable, insurers must meet one of the following criteria:

- A. Be an "admitted insurer" in the State of California for the classes of insurance required and, in accordance with the current Best's Rating, have a "B" or better policy holder's rating and a Class VII or better financial rating; or
- B. If not an "admitted insurer" in the State of California, have an agent for service of process in California and, in accordance with the current Best's Rating, have an "A" or better policy holder's rating and a Class VII or better financial rating.

CONSTRUCTION FEES

At the time you return the construction contract, you are to make a cash payment to the District for inspection fees and for the work that District forces will perform for you as indicated by an asterisk (*) in the cost breakdown and as totaled in the supplement to the construction contract.

After you return the contract and pay the required fees, the contract will be presented to the Board of Directors for approval. Upon approval, the General Manager will sign the contract and work order authorizing the work that District forces will do. After the contract is signed you will receive a copy of it. Contact our engineering department to request a pre-construction meeting that will be attended by you, your contractor, one of our inspectors and an engineering technician. The technician will be your contact person for the project.

ACCEPTANCE OF WATER SYSTEM

Acceptance is made by the District's Board of Directors at their regularly scheduled meetings. To be accepted, all construction must be completed, our Inspector's sign-off must be received by the District's Engineering Department, as-built mylars are to be submitted by your engineer and verified by the District, application and payment for meters (if applicable) must be made, and the balance of all construction contract fees paid. Sign-off by our Operations, Construction and Engineering Departments is also required.

(CONSTRUCTION BY DISTRICT FORCES)

BONDING AND INSURANCE

If the system is constructed by District forces, there are no bonding or insurance requirements for you to fulfill, and the standard one-year warranty period on the water system will not apply as we guarantee our own work.

Sometimes, because of a heavy workload, we do not accept work for installation. Therefore, if you are thinking of having the District install your water system, contact our engineering department to see if we are currently accepting work.

REQUESTING A CONSTRUCTION CONTRACT

After we have signed the improvement plans a request for a contract can be made. There is no charge to prepare the contract if it is to be installed by District forces; however, we require that you dedicate the necessary easement to the District before we schedule the work if an easement is needed.

CONSTRUCTION FEES

At the time you return the construction contract, you are to make a cash payment to the District for the work that District forces will perform as indicated in the cost breakdown and as totaled in the construction contract.

PRE-CONSTRUCTION MEETING

After you return the contract and pay the required fees, the contract will be presented to the Board of Directors for approval. Upon approval, the General Manager will sign the contract and the work order authorizing the work that District forces will do for you.

After the contract is signed, our construction manager will contact you to schedule a pre-construction meeting.

COMPLETION OF SYSTEM AND SIGN-OFF

A water system is deemed complete upon the completion of the water main installation, successful passing of bacteriological and hydrostatic testing, completion of pavement over the water lines, including curbs, gutters and sidewalks, and meter boxes set to final grade and location. Completion of the system does not constitute acceptance by the District. Sign-off by our Operations, Construction and Engineering Departments is also required.

NOTICE OF COMPLETION

Notice of Completions are approved by the Board of Directors. In order for a project to be complete, all construction is to be completed, our Construction Superintendent's sign-off received by the Engineering Department, as-built mylars submitted by your engineer and verified by the District, application and payment for meters (if applicable) must be made, and the balance of all construction contract fees paid.

SECTION IV. ACCEPTANCE OF WATER SYSTEM REQUIREMENTS

RIGHT OF WAY DEDICATIONS

Unless the entire water system is being installed within public rights of way, you must grant easements as outlined below.

EASEMENT

Have your engineer prepare a metes and bounds legal description of an easement having a minimum width as outline in Standard Drawing 5-1, "Standard Easement Widths"

Along with the description, provide us with a copy of the preliminary title report of the subject property and we will prepare the easement document for your signature. Let us know if you would like this document sent to you or your engineer. The easement must be accepted by the District prior to acceptance of the water system or the Board approving the Notice of Completion.

A.L.T.A. POLICY

A current A.L.T.A., or C.L.T.A., title policy insuring the easement with the Vista Irrigation District as the insured is required. It must be furnished prior to District acceptance of the easement. The exact amount to be insured will be determined at the time we prepare the easement document. The policy shall also include an endorsement insuring the District against mechanic's lien claims arising out of the performance of the work.

Also furnish us with a copy of your corporate documents which show the officers who will sign all of the required legal documents.

AS-BUILT MYLARS

The original mylar improvement plans or a photo-process mylar copy of them is to be furnished to the District as "as-builts" for our permanent records upon completion of the installation of the water system. We will notify your engineer when they are to be turned over to us for our permanent records.

WATER METERS AND FEES

In accordance with the construction contract, before your water system is presented to the Board of Directors for acceptance, you are required to make application for all water meters and pay all associated fees, if required in the contract.

Check with the Engineering Department for the current fees.

OTHER APPLICATIONS

There may be other items for which you have to make application and pay associated fees, such as fire hydrants, service changes and fire sprinkler laterals.

Our staff will prepare all necessary forms and inform you of the total charges.

PRESENTATION OF WATER SYSTEM TO BOARD OF DIRECTORS FOR ACCEPTANCE

When staff has determined that you have fulfilled all the construction and engineering department requirements, made all required applications and paid all fees for your project, the water system will be presented to the Board of Directors for formal acceptance at one of their meetings.

After the system has been accepted, staff will file the Notice of Acceptance with the County Recorder and notify the proper agency so that the Certificate(s) of Occupancy can be issued. Your bonding company will also receive a copy of the Notice of Acceptance.

PART 2 - DETAILED IMPROVEMENT PLAN REQUIREMENTS

2.1 GENERAL

- A. Improvement plans submitted to the DISTRICT for plan review shall be on "blue lines" of 24 inches by 36 inches overall size.

2.2 TITLE SHEET

- A. The following information is required.

1. Title of Project
2. Standard notes as provided by the DISTRICT
3. Index Map
 - a. Scale: 1" = 200'
 - b. Show: Size and quantity of water mains, fire hydrants and valves; existing facilities
 - c. North Arrow
 - d. Street Names
 - e. Easements
 - f. Lot Numbers
4. Location Map: General area with project site noted
5. Signature Block: DISTRICT's format

6. Bench Mark: Description and latest elevations
7. Basis of Bearing
8. Name, Address, Telephone and Fax Numbers of Engineering Firm
9. Name and R.C.E. number of Project Engineer
10. Street Sections
11. Legend

2.3 PLAN AND PROFILE SHEETS

A. The following information is required:

1. Scale: Horiz. - 1" = 40'
Vert. - 1" = 4'
2. Plan and profile aligned on same sheet
3. Existing facilities
4. Easements
5. Lot Numbers
6. Construction Notes as directed by the DISTRICT
7. Storm Drain plan and profile (existing and planned)
8. Water, sewer, storm drain or other utility crossings
9. Water and sewer service lateral locations and sizes

B. Design Requirements

1. All water lines and appurtenances shall be located within public right-of-ways or DISTRICT easements.
2. The DISTRICT shall perform all connections to existing lines and appurtenances unless otherwise noted on the plans
3. All valves on tees or fittings for C900 PVC pipe installations shall be ring-tite by flange, unless otherwise noted.

4. All valves to be installed shall be gate valves, unless otherwise noted.
5. All water service outlets shall be one (1) inch diameter copper pipe unless otherwise noted on the plans, and shall be marked on the curb face with a "W."
6. The CONTRACTOR is responsible for locating and protecting all existing utilities during construction. The actual location and depth of all existing water lines and connection points are to be verified (excavated) prior to the commencement of work, and any discrepancy is to be brought to the attention of the DEVELOPER's engineer for correction and then submitted to the DISTRICT for review and approval.
7. The CONTRACTOR shall install the new pipeline to within 10 feet of the DISTRICT's connection point and not more than three inches off proper line and grade to the existing line.
8. The DISTRICT requires all new and existing water lines to have either a minimum of 36 inches of final cover or a minimum of 18 inches of cover from the bottom of the subgrade, whichever is greater. The 18 inch cover does not relieve the CONTRACTOR from locating and protecting existing utilities during construction. The DISTRICT shall be notified when street structural sections are determined by the appropriate road agency having jurisdiction over the street. The DEVELOPER or its CONTRACTOR shall, at its sole expense, comply with that agency's requirements and obtain the DISTRICT's written approval on the plans of any cover changes before the installation of the water line or before removing existing cover.
9. Any water line(s) being abandoned will be abandoned in place unless otherwise noted. If any line(s) and/or appurtenances to be abandoned need to be removed to accommodate the improvements, they are to be removed and salvaged if requested by the DISTRICT; otherwise, they shall be removed and disposed of in accordance with all applicable laws. All work involved in the removal, salvage or disposal shall be the responsibility and expense of the DEVELOPER.
10. All steel water lines installed require cathodic protection in accordance with Section 06000.
11. Meters shall be located within landscaped areas.

PART 2a - EXECUTION

Vista Irrigation District Grading Plan Notes
VISTA IRRIGATION DISTRICT
REV. 3/99

PROCURING WATER AND RECLAIMED WATER
FROM VISTA IRRIGATION DISTRICT
01000-13

1. The approval of these plans does not guarantee that the water will be available nor does it commit the District to supply water to this project.
2. The District's approval is for:
 - a) The grading layout
 - b) The installation and location of the piping up to and including the Reduced Pressure Detector Assembly (RPDA)
 - c) The location of all other District facilities that may be shown on these plans
3. If the lateral is existing, the owner is to make application to the District, pay the appropriate fees to connect to existing stub, install a District approved RPDA and have the work inspected by the District. If a new lateral is to be installed, the owner may install it (some restrictions may apply) or pay the District to install the stub.
4. Waterlines beyond a RPDA are private and are to be inspected and approved by the Vista Fire Department.
5. District approved RPDAs are required on all meters.
6. Any water service laterals or connections for fire service that are not to be utilized will be removed by District at developer's expense.
7. District will modify existing water service laterals for a combination irrigation/domestic service for commercial and industrial projects, if needed, at the developer's expense.
8. If an existing fire service lateral is smaller than the RPDA that is to be installed, the developer's fire sprinkler company is to furnish District with calculations that the laterals will provide the required onsite fire flow needs.
9. The developer's contractor is to arrange a pre-construction meeting with the District's Inspector at (760) 806-3126 before any work can be done.
10. If applicable, properties located within the 2,500 acre Service Area that are currently receiving water service under an Agreement for Temporary Delivery of Potable Water and Encumbrance of Fees will be cancelled and water service will be deemed *permanent service* at the time that the Service Area Charge and the County Water Authority fees are paid.
11. The Service Area Charge and the County Water Authority fees must be paid before the District will sign the City of Vista's Notice of Request for Final Inspection form.

12. _____ G.P.M. required by the Vista Fire Department.
_____ G.P.M. available at the District's main per letter dated:

13. All easements to be granted or existing easements lying within the Project area shall be in accordance with the District's Standard Drawing No. W-37.

PART 3 - EXECUTION

A. Unless otherwise shown on the plans, specified herein, or directed by the OWNER, onsite reclaimed water projects shall be in accordance with the DISTRICT's "Rules And Regulations For The Use Of Reclaimed Water Within The Vista Irrigation District."

END OF SECTION