

TATE MONROE WATER ASSN., INC.

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Procedure to follow for extending water service to a new development or existing road:

- Step 1** Contract with an engineer to design water main plans for submittal to Ohio EPA.
- Step 2** Engineer will work with Tate Monroe Water Association Distribution Operations Manager (TMWA DOM) to incorporate our water main specifications in the design of the development.
- Step 3** After plans have been approved by TMWA DOM, plans will be sent to Ohio EPA for their review and comments or approval.
 - A check must accompany the plans for the Ohio EPA approval.
 - At this time, you should start bidding or securing a contractor for the installation.
- Step 4** Once a contractor has been selected, it is time to complete the formal application, pay fees, and sign all documents necessary to begin the project.
- Step 5** Once Ohio EPA approval has been received and all fees and documents are signed the DOM will release the job for construction.
- Step 6** Contractor/Developer must schedule wet-tapping of existing water main. Note: If contractor is not equipped to make wet taps TMWA will provide a list of tapping contractors).
- Step 7** Construction begins in the development under TMWA supervision.
- Step 8** Once construction is complete, the contractor is responsible for pressure testing the new water main.
 - If the contractor is unable or does not have the equipment to perform the test, TMWA will provide this service at an additional cost.
- Step 9** Once the pressure test has passed, TMWA will take bacteriological samples and submit it to the lab for approval.
- Step 10** After receiving lab approval, TMWA will turn the new main on and begin setting taps.
 - At this time, a dedication release form must be signed and the one-year warranty begins.
- Step 11** After the one-year warranty period has elapsed, TMWA will accept full responsibility of the new water main and appurtenances.