



552 Academy Avenue
Providence, RI 02908

401-521-6300

www.provwater.com

PROVIDENCE WATER SUPPLY BOARD

ENTITLEMENT SECTION

MAIN EXTENSION APPLICATION PROCEDURES

(January 1993 – Rev. November 1994)

The Hon. Angel Taveras
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General Manager

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1. The Applicant shall personally apply for a water main extension at the offices of the Providence Water Supply Board (PWSB), 430 Scituate Avenue, Cranston, RI (this is not a mailing address). The following information is required to make the Application:

- ◆ Location (Street, City/Town)
- ◆ Assessor's Plat and Lot Number
- ◆ Local Building Official Acknowledgment Form
- ◆ Site Plan

2. Main extensions shall be installed only on recorded streets in the municipality where the extension is proposed, in accordance with the Providence Water Supply Board (PWSB) *Requirements for Water Mains, Services and Appurtenances*, latest edition.

3. Street rights-of-way shall be cleared of trees, rocks, etc. and graded to at least subgrade, in accordance with municipal regulations. Where new street construction is involved the Applicant shall provide the Board with a completed PWSB *Building Official Acknowledgment Form* from the local Building Official stating that the road is being constructed with permission of the municipality.

4. The Applicant shall have a registered and certified Rhode Island Professional Land Surveyor define the street lines and final grades along the route of the proposed main extension and the lot lines of the property to which the main extension will extend, prior to the PWSB Construction Services Division (CSD) laying out the location of the proposed main and prior to preparation of a cost estimate upon which the main extension fee will be based. The Surveyor shall submit a signed, sealed and dated certification to the PWSB attesting to this prior to the PWSB commencing any field layout.

5. Main extensions shall extend to the furthest extremity of the lot to be served by the main unless mitigating circumstances are presented to the PWSB to deem otherwise. In the case of a corner lot, the main shall be extended to an existing main in an intersecting street or to the point in the intersection where a water main would be installed at a future date. A completed PWSB *Building Official Acknowledgment Form* shall be submitted concerning development of the site.

6. The Applicant shall be responsible for obtaining official utility company drawings/maps showing routes of overhead or underground utilities within the limits of the main extension that are not related to water. Said drawings/maps shall be delivered to the PWSB for their use in establishing the route of the proposed main extension.



MAIN EXTENSION APPLICATION PROCEDURES

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7. **The Applicant shall obtain written verification from the local Fire Department stating whether or not a fire hydrant is required on the main extension and submit same to the PWSB as part of the application process. For large involved projects, several hydrants may be required. Therefore, it is a requirement that the Fire Department, along with their letter, mark a copy of the Applicant's site plan with the desired hydrant location(s) marked plainly thereon.**
8. Prior to the CSD locating the route of the proposed main in the field, the Applicant shall submit all permits that may be required to work in the public right-of-way, i.e. municipal side-walk/street opening, Rhode Island Department of Transportation Physical Alteration Permit and/or Utility Permit, etc.
9. The Applicant shall be responsible for saw cutting the road/sidewalk and/or police protection, as necessary. Jackhammering is not allowed. The Applicant is responsible for permanent restoration of the pavement.
10. A Contractor, licensed to do work in the State of Rhode Island and who must be approved by the PWSB to work on water system facilities, shall be hired by the Applicant. Prior to commencing any work, the Contractor shall meet with the CSD for the purpose of discussing water main installation regulations, procedures, policies and project schedules.
11. The Contractor shall take out and maintain, for the duration of the work and for no less than one (1) year after completion and final acceptance of the work, such Public Liability and Property Damage Insurance as shall protect him/her and any sub-contractor performing the work from claims and damages for personal injury, including accidental death; as well as from claims for property damages which may arise from operations performed in accomplishing the work, whether such operations be by himself/herself or by any sub-contractor, or by anyone directly employed by either of them. Furthermore, the designated insurance carrier shall submit insurance endorsements listing the City of Providence, Providence Water Supply Board and its officers and agents as co-insured on the General Liability Insurance in accordance with the requirements of the City of Providence. The amount of coverage of insurance shall be as follows:

Commercial Liability Insurance with limits of not less than \$1,000,000 per occurrence, combined single limit, for bodily injury and/or property damage liability. Products/completed operation, independent contractors, and contractual liability coverages are to be included. **The City of Providence, Providence Water Supply Board is to be named as an additional insured.**

The Contractor will submit to the PWSB, for approval, the name of any firm or corporation that is proposed to furnish the insurance. The insurance carrier shall be a company with no less than a 'B' rating.

The insurance protection furnished by the Contractor shall in no way limit the Contractor of its responsibility to indemnify and save harmless the Providence Water Supply Board.



MAIN EXTENSION APPLICATION PROCEDURES

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The Contractor and any Subcontractor(s) selected to do the work shall supply the PWSB with three (3) copies of Certificate of Insurance prior to commencing work. The Certificate shall include the following information:

Name and address of the Insured.

Policy Number and type or types of insurance in force thereunder on the date borne by such Certificate.

Expiration date of the policy and the limit or limits of liability thereunder on the date borne by such Certificate.

A statement that the insurance of the type afforded by the policy applies to all the operations on and at the site of the project which are undertaken by the Insured during the performance to his/her contract or sub-contract.

A statement that shall specify that the insurance carrier shall provide thirty (30) days advance written notice of cancellation or termination to the Chief Engineer of the Providence Water Supply Board.

12. The Applicant shall pay, to the PWSB, an application fee for the Main Extension prior to approval of the application. Said fee shall be based upon the total length of the extension in accordance with the current PWSB *Terms and Conditions Service Fee Schedule*.
13. Before the Contractor commences any work, the application process shall be complete with all necessary paperwork, permits, fees, etc. No work shall commence until the Applicant receives written approval for extending the main from the PWSB. The CSD shall be notified at least 48 hours in advance of commencing construction.
14. Upon PWSB acceptance of the completed installation, all mains, hydrants, valves and appurtenances shall become the full property of the Providence Water Supply Board, and shall be guaranteed by the Contractor for a period of one (1) year. The Contractor shall be responsible for work performed by subcontractors.

By: Peter LePage
Sr Manager of Engineering

10-26-94
Date



552 Academy Avenue
Providence, RI 02908

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PROVIDENCE WATER SUPPLY BOARD

APPLICATION FOR MAIN EXTENSION

APPLICANT INFORMATION

The Hon. Angel Taveras
Mayor

Ricky Caruolo
General Manager

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Kerri Lynn Thurber
Member

Carissa R. Richard
Secretary

William E. O'Gara, Esq.
Legal Advisor

NAME: _____

STREET ADDRESS: _____

CITY / TOWN: _____

TELEPHONE NUMBER: _____

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Date _____

Mr. Andrew M. Pion
Manager of Construction Services
Providence Water Supply Board
552 Academy Avenue
Providence, Rhode Island 02908

**SUBJECT: Request for Contractor Approval
Water Main Extension**

Dear Mr. Pion:

This letter is a request for approval to hire the following named contractor:

CONTRACTOR’S NAME _____

STREET ADDRESS / PO BOX _____

CITY / TOWN, STATE, ZIP CODE _____

TELEPHONE MUNBER _____

to install the water main extension on _____
in _____, Rhode Island. Upon my receipt that the
CITY / TOWN

herein named contractor has been approved by Providence Water, my contractor will submit a “Public Liability and Property Damage Insurance Certificate” in the amount required by Providence Water. It is understood that the Insurance Certificate must be delivered to your attention prior to the date agreed upon for a Pre-Construction Conference.

I further understand that, upon acceptance of the completed installation by Providence Water, all water mains, fire hydrants, valves and appurtenances installed with this main extension, shall become the full property of Providence Water and shall be guaranteed by the herein named contractor for a period of one (1) year.

APPLICANT’S NAME _____

STREET ADDRESS / PO BOX _____

CITY / TOWN, STATE, ZIP CODE _____

TELEPHONE NUMBER _____



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PROVIDENCE WATER SUPPLY BOARD

BUILDING OFFICIAL ACKNOWLEDGEMENT FORM

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Secretary

William E. O'Gara, Esq.
Legal Advisor

DATE: _____

The undersigned acknowledges that _____ has made
it known to me that a **WATER MAIN EXTENSION APPLICATION** will be
presented to the Providence Water Supply Board for the following location:

_____	_____
ASSESSOR'S PLAT NO.	LOT NO.

STREET	

CITY / TOWN	

NAME OF RECORD PLAT	

SUBDIVISION PLAT NAME	

This action _____ will (please comment below) _____ will not require any extraordinary approvals (zoning and/or subdivision) from the City/Town.

Very truly yours,

Building Official

COMMENTS:

Member

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PROVIDENCE WATER SUPPLY BOARD

DEPARTMENT OF PUBLIC WORKS ACKNOWLEDGEMENT FORM

DATE: _____

The undersigned acknowledges that _____ has made
it known to me that a **WATER MAIN EXTENSION APPLICATION** will be
presented to the Providence Water Supply Board for the following location:

_____ ASSESSOR'S PLAT NO. LOT NO.

_____ STREET

_____ CITY / TOWN

_____ NAME OF RECORD PLAT

_____ SUBDIVISION PLAT NAME

This action _____ will (please comment below) _____ will not require any extraordinary
approvals (zoning and/or subdivision) from the City/Town.

Very truly yours,

Department of Public Works

COMMENTS:

Member
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PROVIDENCE WATER SUPPLY BOARD

MAIN EXTENSION APPLICANT'S AGREEMENT

The Hon. Angel Taveras
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Ricky Caruolo
General Manager

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Member

Carissa R. Richard
Secretary

William E. O'Gara, Esq.
Legal Advisor

Date _____ Ref No. _____

In the event the water main that I or my contractor installs at:

should need to be changed in horizontal or vertical alignment, as a result of realignment of the roadway or any other unforeseen reason after the main is installed, I shall be responsible for making changes required by Providence Water to bring the main into conformity with Providence Water policies and standards in effect at the time.

APPLICANT'S PRINTED NAME

APPLICANT'S SIGNATURE

PROJECT LOCATION CITY / TOWN

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PROVIDENCE WATER SUPPLY BOARD

LAND SURVEYOR'S CERTIFICATION

DATE: _____

NAME OF PROJECT: _____

LOCATION: _____
STREET CITY/TOWN

The undersigned, acting on behalf of the named company or individual which appears below, certifies that field surveying methods were employed, using information from plans of the referenced project that have the final approval of the local planning board/commission (where applicable) and have been officially recorded with the city/town clerk, to accomplish the following, as required in the Providence Water Supply Board procedures for a Main Extension Application:

- ◆ define the roadway center lines by placing wood stakes at even 50-foot intervals along tangent sections and at regular 25-foot intervals along **all** curves, with PC's and PT's staked.
- ◆ locate front corners of undeveloped lots abutting the road right-of-way, where the extension is located, and the same identified with wood stakes.
- ◆ establish finished centerline roadway grade elevations in the field by marking same on wood stakes at regular intervals along tangents and curves.
- ◆ determine that the elevation of road construction is at least to the point where the gravel borrow base course of the pavement system can be applied to make the road ready for the application of pavement and that I accept responsibility for the accuracy and completeness of all such field survey information.

COMPANY NAME: _____

ADDRESS: _____
STREET CITY/TOWN STATE ZIP

TELEPHONE NUMBER: _____
AREA CODE

P.L.S. BOARD OF REGISTRATION CERTIFICATE OF AUTHORIZATION NO: LS-_____

PERSON IN RESPONSIBLE CHARGE:

PRINTED NAME SIGNATURE P.L.S. REG. NO.

NOTE: THIS FORM MUST BE SUBMITTED WITH A COVER LETTER FROM YOUR FIRM.