



## INFORMATION SHEET DEVELOPER FUNDED PROJECTS

This California American Water (CAW) Information Sheet is intended to provide an overview of some of the procedures involved in administration, design, and construction of water distribution facilities for new development projects. These procedures have been designed to promote efficient completion of projects at the lowest possible cost. Adherence to these procedures will help avoid costly delays.

1. When it is determined that your proposed project is within one of our service areas, you will be asked to complete an Application for Water Service and provide a \$5,000.00 ADVANCE DEPOSIT to cover the initial cost of project management including reviewing plans and specifications, preparing and reviewing construction cost estimates and conducting a flow test. You will then receive a conditional "Will Serve" letter for the project.
2. Upon receipt of the \$5,000.00 ADVANCE DEPOSIT, a CAW project manager will be assigned to coordinate with your engineer to assist them in developing construction plans and specifications in accordance with CAW requirements. During the course of plan development the following may be required from the Developer:
  - a. A letter from the engineer estimating the ultimate Population Equivalents (P.E.'s), the average and maximum anticipated flow rates for domestic, irrigation, and fire demands, and the anticipated meter and service line sizing, and proposed backflow devices.
  - b. A letter from the jurisdictional fire protection agency setting forth their requirements for fire flows, public fire hydrants, and/or private fire protection systems. These requirements must be incorporated into the construction plans and a fire protection approval signature must be provided on the plans prior to Cal Am approval.
  - c. TENTATIVE SUBDIVISION OR PARCEL MAP showing Public Utility Easements prior to facility construction. A Final Recorded Subdivision or Parcel Map prior to final closeout.
  - d. EASEMENTS of not less than 15-feet in width for all water facilities that are out of a public right-of-way. Larger width easements may be required in certain cases. Blank easement forms are available upon request. Draft easement forms, current Vesting Deed(s) and Recorded Maps will be submitted for CAW review prior to execution. After CAW approval, Developer will be responsible for recording of easements and subdivision maps. A notarized copy of the recorded document shall be provided to CAW. Recorded off-site easements will be required prior to construction. Recorded on-site easements are required prior to activation of service.
  - e. Three complete sets of final water plans for construction (approved by the fire protection agency, the County, and (CAW). Bluelines or blacklines are acceptable.
  - f. A material breakdown sheet in a format approved by CAW showing the quantity and size of all water facilities to be conveyed to CAW.
3. The Developer can utilize a contractor of choice, for the installation of public water facilities. The contractor selected must be approved by CAW prior to the installation of public water facilities.

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4. The Developer is responsible to coordinate and award a contract. Construction must be done by a Contractor approved by CAW. The contractor is responsible to coordinate the site pre-construction meetings, inspection schedules and testing of new facilities by notification to CAW 72 hours prior to any planned activity.

5. Prior to construction CAW requires that the developer pay the estimated administrative overheads and any other applicable charges to CAW. Overheads are calculated based on the estimated project cost plus construction contingencies. A letter detailing the estimated project costs will be sent to the developer at the time the plans are signed by CAW.

6. After completion and testing of new facilities, the following items are required to be submitted to and approved by CAW prior to activation of water service:

- All items listed in Section 2.
- Developer's Cost Breakdown
- Bill of Sale
- CAW Overheads Paid
- CIAC Taxes Paid, if applicable
- Special Facilities Fees Paid, if applicable
- Unconditional Lien Release
- Record Drawings in hardcopy vellum or Mylar, and AutoCAD drawings (version as required by CAW)
- Recorded Easements, if applicable
- PUE Documentation, if applicable
- Record Map (Subdivision or Parcel), if applicable
- Backflow Certification
- Materials and Performance Bond for value conveyed, if applicable
- List of lots and street addresses for subdivisions
- Final walkthrough by CAW and resolution of all punch list items

NOTE: If water for fire protection is required prior to completion of all conveyance requirements, a performance bond, acceptable to CAW, of 125% of estimated project costs must be posted.

7. For all projects that qualify for Main Extension Contract (MEC), the above information is required before a refund agreement can be initiated and final connection(s) to CAW's water system is permitted.

8. Water questionnaires (white paper) will be provided (when applicable) to the California Public Utilities Commission after the MEC has been completed. Information to a Department of Real Estate (DRE) representative can also be provided at this time.

9. Project Closeout including final balancing of Developer advances.

The above steps are not necessarily all inclusive, but rather an outline of critical points in the development of your project. These steps should be considered when planning your project. Specific project requirements may apply on a case-by-case basis. Any questions concerning these procedures should be directed to Spencer Phillips at (916) 568-4210.