

## **IX. WATER LATERAL CONNECTIONS PACKAGE**

A. 1" TO 2" Diameter Water Services for single domestic line applications only. (Excluding development applications)

1. Property owner identifies whether new water laterals are needed to service the property. The owner may contact the Authority to check for prior installation and pay the appropriate fee for determination of existing service.
2. Property owner contracts for the construction of the water lateral installation.
3. An application is to be completed and submitted to the LEHMUA. The application will be approved upon receipt of the following:
  - a) Form Utility Service Installation Application
  - b) Certificate of Insurance in which the LEHMUA and Authority Engineer are named as additional insured
  - c) Hold Harmless Agreement Indemnifying the LEHMUA
  - d) Copy of Valid Road Opening Permit
  - e) Underground mark-out confirmation number
  - f) Connection Fee Paid
4. The property owner or contractor is to contact the Authority Engineer 72 hours in advance of the scheduled excavation.
5. The contractor is to remove the pavement and excavate to the main, carefully exposing the pipe for the tap. The excavation is to meet OSHA and PEOSHA standards.
6. Saddles with a 1" CC tap are to be supplied by the Authority for an individual application. Saddles with a tap larger than 1" CC require authority approval before installation and are to be provided by the applicant.
7. The property owner/contractor is to construct the service from the tap to the curb line and set the clean-out or curb stop and box. See attached specifications for acceptable curb stops.
8. The inspection services provided by the Engineer will be for the excavation near pipelines, constructing the service line and backfilled 2' above the pipeline.
9. The property owner/contractor is responsible to backfill, compact, and pave the roadway in accordance with the Road Opening Permit from the Township, County, or State.

10. A W-9 for (Taxpayer Identification number and certification) is to be completed and submitted to Authority with this application.

**B. Lateral Connection Package**

1. Utility Service Installation Package (See Page 37)
2. Indemnification (See Page 38)
3. Insurance Certificate Requirements (See Page 39)
4. Form W-9, Request for Taxpayer Identification Number and Certification (See Page 41)
5. Acknowledgement of Manufacturer's Suggested Operating Temperature Range for Water Meter

**C. WATER SERVICES**

1" - 2" Diameter Material and Installation Specifications

**a. Description**

Water services shall include the excavation and backfill for and the construction of water services for conveying potable water from the water main to and including the curb stop behind the curb or curb line, and restoration.

**b. Materials**

1. Pipe

Pipe shall be 200 p.s.i. Polyethylene tubing per AWWA C-901, SIDR 7. Diameters for polyethylene tubing given shall be nominal for iron pipe size (I.P.S.). Installation shall include the use of stainless steel metal stiffeners. Stainless steel metal stiffeners cannot be longer than the inside of the pack joint. After final installation of the tubing, the stiffener cannot extend past the end of the pack joint which will cause damage after backfilling.

Acceptable materials are as manufactured by:

- a. Endot/Yardley, Rockaway, NJ
- b. Mu Creek, Titusville, PA, or
- c. Polystar, Trenton, NJ

## 2. Saddles

Saddles with a 1” CC tap are to be supplied by the Authority for an individual application. Saddles with a tap larger than 1” CC require Authority approval before installation and are to be provided by the applicant. If ductile iron pipe is being tapped, the applicant must perform a 1” CC direct tap without the use of a saddle. Taps larger than 1” CC on ductile iron pipe require Authority approval before installation and are to be provided by the applicant.

## 3. Corporation and Curb Stops

Corporation stops and Curb Stops shall be of the ball valve type. These valves must be brass and marked NL. The ball shall be Teflon or equal coated brass, and shall be held in position by the seal off-against seats of Buna N Rubber that are held securely in place with epoxy adhesive. Valves shall be water tight against flow in either direction. The waterway shall be no smaller than the nominal size of the valve and shall be smooth, with no abrupt changes in size to create resistance to flow. The stem that turns the ball shall exert no other force on it except to open or close the ball and shall be held securely in place by means of a bronze ring.

The seal around the stem shall consist of two “O” rings. Each valve shall have a substantial T-head for the operation of opening and closing with a 90 degree turn using a rod. The stops or lugs for controlling the motion of the T-head shall be enclosed and properly positioned to line up the waterway through the ball with the water passage through the valve body. Optional end connections shall be iron pipe threads, or pack joint (compression type) connections for copper, or plastic pipe. The valve shall be available in sizes from 1” through 2”. The valve shall turn easily and shall be of quality construction throughout. Pack joint connections shall consist of a pack joint nut along with a stainless steel set screw in order to accommodate pipe that is not perfectly true-to-round. One piece nuts shall not be accepted. They shall be for iron pipe size (I.P.S.) polyethylene tubing with appropriate end connections to suit pipe being used. The minimum diameter of the stem at the point of attachment to the valve body shall be as follows:

### Valve Size Minimum Diameter

1”	11/16”
1-1/2”	7/8”
2”	1”

Acceptable Corporation Stop materials are as manufactured by:

- a. Model F1001 NL Ford - Meter Box Co., Wabash, Indiana

Acceptable Curb Stop materials are as manufactured by:

- a. Model B11-XXX-NL Ford - Meter Box Co., Wabash, Indiana
- b. Model B66-XXX-NL Ford-Meter Box Co., Wabash, Indiana

#### 4. Curb Boxes

Curb stop boxes shall be compatible for use with the curb stops, have Erie extensions only and include a stainless steel rod. They must be of the telescopic type and shall be of cast iron. They shall be extended to the proper depth below grade. Lids will be of the two hole type and marked Water or W.

Acceptable materials are as manufactured by:

- a. Model 10314- Mueller Co., Decatur, III. (With stainless steel rod, adaptable to 1 ¼", 1 ½" and 2" curb stop by pacing CB-7 curb box base.

#### **c. Methods of Construction**

##### 1. General

All materials installed shall be new which have at no time previously been used for any purpose whatsoever.

##### 2. Excavation and Backfill

Shall be as specified in the road opening permit. The depth of water services shall be 4'0", measured from the top of pipe to surface of ground previous to excavation or to proposed finished grade, except where additional depth is required due to interference by existing surface or subsurface utilities or structures or by connection to existing facilities.

##### 3. Location

The water service shall be located a minimum of five (5) feet away from other utilities. The pipe shall be laid perpendicular to the water main, unless otherwise permitted.

##### 4. Handling

All pipe and fittings shall be handled in such a manner to insure undamaged delivery and installation.

##### 5. Tapping

To be performed by an Authority approved Contractor.

##### 6. Laying Pipe

The pipe shall be thoroughly bedded and supported throughout its length and handled at all times in such a manner as to prevent any "kinks". Any damaged pipe shall be removed and replaced. The proper tools shall be used which shall be in new condition.

Pipe shall be cut at right angles to axis, with all rough edges removed and with proper stiffeners joined in a watertight and permanent manner by experienced workmen. The interior of all pipe and fittings shall be kept clean at all times and protected against the entrance of any foreign materials. Under no conditions will the entire pipe be laid in water.

#### 7. Curb Box and Curb Stop

Shall be set level and plumb. The curb stop shall be properly bedded on a sound foundation, concrete block or brick to prevent turning or movement by contractors operations and shall be undisturbed on completion. They shall be set plumb and adjusted to proper level. The base shall be set so as to protect valve and not bear on piping.

The curb box and curb stop shall be located in the right-of-way or near the curb line. The curb box and curb stop are not permitted in sidewalks, driveways, concrete, blacktop, brick paver, etc.

#### 8. Tests

Entire installation must remain uncovered and tested under pressure. When installation is found tight in presence of inspector, backfilling may commence. The pressure applied shall be static pressure on main. Any defective material shall be removed and replaced.

**LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY**  
**823 RADIO ROAD, P.O. BOX 660**  
**LITTLE EGG HARBOR, NJ 08087**  
**609-296-1168**

**UTILITY SERVICE INSTALLATION APPLICATION**  
**4" & 6" DIAMETER SEWER SERVICES AND 1" TO 2" DIAMETER WATER SERVICES**

Premises to be connected: Block \_\_\_\_\_ Lot \_\_\_\_\_ Qual \_\_\_\_\_  
 SERVICE ADDRESS: \_\_\_\_\_  
 Name of Owner: \_\_\_\_\_ Phone No. \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

WATER DEPOSIT	SEWER DEPOSIT
Connection Fee Paid _____	Connection Fee Paid _____
Inspection Fee Paid _____	Inspection Fee Paid _____
Check No. _____ Cash _____	Check No. _____ Cash _____

Service Size to Be Installed \_\_\_\_\_ Service Size to Be Installed \_\_\_\_\_

It is understood and agreed that the applicant/property owner has elected to install a SEWER and/or WATER service and that same will be installed at the sole expense of the applicant/property owner with no cost attaching to the Authority. The installation shall be made by a utility contractor.

It is also agreed that the Authority shall be the sole owner of the sewer and water services constructed from the main line to the property line/curb after it has been approved by the Authority.

The applicant/property owner is responsible for obtaining the necessary road opening permit(s) for construction of said service(s). A copy of the road opening permit(s) must be provided to the Authority before this application can be approved.

APPLICANT MUST CONTACT THE AUTHORITY to schedule an appointment for the inspection of the installation of the service(s) a minimum of 72 hours before construction begins. The LEHMUA will require a \$500.00 deposit per service (\$500 for water and \$500 for sewer) for inspection fees. Any charges beyond the deposit will be billed to the property owner of record. If the charges do not exceed the deposit, the balance will be returned to the applicant/property owner.

**CONTRACTOR INSTALLING SERVICE(S)** \_\_\_\_\_

**Emergency Telephone Number of Contractor** \_\_\_\_\_

CONTRACTOR PERFORMING INSTALLATION OF SERVICE(S) MUST SUBMIT A CERTIFICATE OF INSURANCE BEFORE APPLICATION CAN BE APPROVED. Attached is a copy of the Insurance Requirements.

The property owner shall hold the Authority harmless by reading, agreeing to, and executing the Indemnification on the back of this application.

**SIGNATURE OF PROPERTY OWNER** \_\_\_\_\_ **DATE** \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

LEHMUA Account No. \_\_\_\_\_  
 Date Service Installation Application Received: \_\_\_\_\_  
 Township, County, or State Road Opening Permit No: \_\_\_\_\_ Date Received: \_\_\_\_\_  
 Date Certificate of Insurance Received: \_\_\_\_\_ Indemnification Signed \_\_\_\_\_  
 Underground Mark-out Confirmation No. \_\_\_\_\_

\_\_\_\_\_ **Date Approved by LEHMUA** \_\_\_\_\_ **LEHMUA Approval Signature**

**APPOINTMENT SCHEDULED**

(WATER)	(SEWER)
Date _____ Time _____	Date _____ Time _____
Scheduled Date _____ Initials _____	Scheduled Date _____ Initials _____

**INDEMNIFICATION**

The permittee or their contractor shall defend, indemnify and save harmless, the Little Egg Harbor Municipal Utilities Authority from and against all losses, costs, damages, expense claims, or demands arising out of or caused or alleged to have been caused in any manner against claims arising from the operation of the permittee's contractor, subcontractor or agent's operations, by a defect in any equipment or materials supplied hereunder or by performing the permitted utility work herein provided, including all suits or actions of every kind of description brought against Little Egg Harbor Municipal Utilities Authority, either individually or jointly with the permittee for or on account of any damage or injury to any person or persons or property, caused or occasioned or alleged to have been caused by or on account of the performance of any work pursuant to or in connection with this permitted utility work or through any negligence or alleged negligence in guarding the work or through any act, omission or fault or alleged act, omission or fault of the permittee or their contractor, their employees or agents, or others under the permittee's control.

Signature of Property owner \_\_\_\_\_

Signature of Witness \_\_\_\_\_

## Request for Taxpayer Identification Number and Certification

**Give Form to the requester. Do not send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>												
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<b>OR</b>												
<b>Employer identification number</b>												
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### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.
- By signing the filled-out form, you:
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
  2. Certify that you are not subject to backup withholding, or
  3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
  4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



## INSURANCE CERTIFICATE REQUIREMENTS

PROJECT: _____					
			Limits of Liability in Thousands (000)		
Type of Insurance	Policy Number and Insurance Company	Policy Expiration Date	Amounts of Less than \$1,000,000 Will Not Be Acceptable	Amount Required Each Occurrence	Amount Provided Each Occurrence
<b>General Liability</b> <small>Amounts Required</small> <input type="checkbox"/> <input checked="" type="checkbox"/> Comprehensive Gen. Form <input type="checkbox"/> <input checked="" type="checkbox"/> Premises -- Operations <input type="checkbox"/> <input checked="" type="checkbox"/> Explosion & Collapse Hazard <input type="checkbox"/> <input checked="" type="checkbox"/> Underground Hazard <input type="checkbox"/> <input checked="" type="checkbox"/> Projects/Completed Operations Hazard <input type="checkbox"/> <input checked="" type="checkbox"/> Contractual Ins. (Blanket) <input type="checkbox"/> <input checked="" type="checkbox"/> Broad form Prop. Damage <input type="checkbox"/> <input checked="" type="checkbox"/> Independent Contractors <input type="checkbox"/> <input type="checkbox"/> Personal Injury			Bodily Injury	\$1,000	\$
			Property Damage	\$1,000	\$
			Bodily Injury and Property Damage Combined	\$1,000	\$
			Personal Injury	\$	\$
<b>Automobile Liability</b> <input type="checkbox"/> <input checked="" type="checkbox"/> Comprehensive Form <input type="checkbox"/> <input checked="" type="checkbox"/> Owned <input type="checkbox"/> <input checked="" type="checkbox"/> Non -- Owned  <input type="checkbox"/> <input type="checkbox"/> Garagekeepers Insurance (Without Regard to legal liability as direct coverage on a primary basis)			Bodily Injury (Each Person)	\$	\$
			Bodily Injury (Each Accident)	\$	\$
			Property Damage	\$	\$
			Bodily Injury and Property Damage Combined	\$1,000	\$
<b>Excess Liability</b> <input type="checkbox"/> <input type="checkbox"/> Umbrella Form <input type="checkbox"/> <input type="checkbox"/> Other Than Umbrella Form			Bodily Injury and Property Damage Combined	\$	\$
<input type="checkbox"/> <input checked="" type="checkbox"/> Worker's Compensation and Employers' Liability	All States Endorsements		Statutory NJ Coverage \$100,000 / \$500,000		
			Minimum \$100,000	\$100,000	
<b>Remarks:</b> Additional Insured ATIMA: Little Egg Harbor Municipal Utility Authority, Remington, Vernek & Vens, Authority Engineer, 823 Radio Road, P.O. Box 660, Little Egg Harbor, NJ 08087					

The Insurance Certificate must indicate that, in the event of any material change in, cancellation of, or expiration of the policy or policies the Insurance Company agrees to give a written notice to the Little Egg Harbor Municipal Utility Authority, at the above address ten (10) days in advance of such change or cancellation.

The Insurance Certificate shall be properly executed and issued to the Little Egg Harbor Municipal Utility Authority certifying that the Insured has been issued a policy or policies with the Limits of Liability of at least the required amounts

**TO: INSURANCE PRODUCER**

Your client is required to provide a certificate of insurance to the Little Egg Harbor Municipal Utilities Authority for the coverage's and amounts indicated on the reverse side of this form. It is important to your client that you respond quickly since the installation of utility services depend upon valid insurance. Additionally, the minimum amount and type of coverage shown on this form is not negotiable and is not intended to imply that is all the insurance necessary to protect him/her from all losses or liability. It is the Little Egg Harbor Municipal Utilities Authority's policy to require all persons or Utility Contractors performing any water and or sanitary sewer utility service installations, repair operations or a service in, on, or upon any property/premises or facilities under the Authority's care, custody and control to maintain the insurance coverage described below; such insurance must be obtained prior to the start of any such work.

- A. Comprehensive General Liability (CGL)  
This coverage must include: Premises-Operations, Products/Completed Operations Hazard, Contractual Insurance (Blanket Coverage), Broad Form Property Damage, Independent Contractors, and Personal Injury and all others shown on 'X' in the required column.

Minimum Coverage

Bodily Injury and Property Damage combined - as shown in the amount required column.

AMOUNTS OF LESS THAN \$1,000,000 WILL NOT BE ACCEPTABLE.

Contractual Insurance (Blanket Coverage)

Contractual Indemnification - Save Harmless Agreement which is incorporated into all Vouchers, General Purchase Agreements and Contracts.

- B. Automobile Liability - Comprehensive Form (or as shown on reverse side).

Minimum Coverage

Bodily Injury and Property Damage combined - as shown in the amount required column

- C. Worker's Compensation - As required by New Jersey State Statute  
and  
Employer's Liability (minimum \$100,000)

- D. Excess Liability  
Commercial Umbrella Form - \$1,000,000 preferred.

- E. Other Coverage(s)  
As shown on reverse side.

Important - Producer:

**THE CERTIFICATE MUST BE SIGNED BY THE AGENT OF THE INSURER OR CERTIFICATE WILL BE RETURNED.**

IT IS NECESSARY TO SUBMIT YOUR CLIENT'S COVERAGE THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE EXISTING COVERAGE ON OUR CERTIFICATE ONLY; ALL OTHERS WILL BE RETURNED TO THE SUPPLIER AND SERVE TO DELAY FUTURE BUSINESS DEALINGS BETWEEN THE OWNER AND YOUR CLIENT.