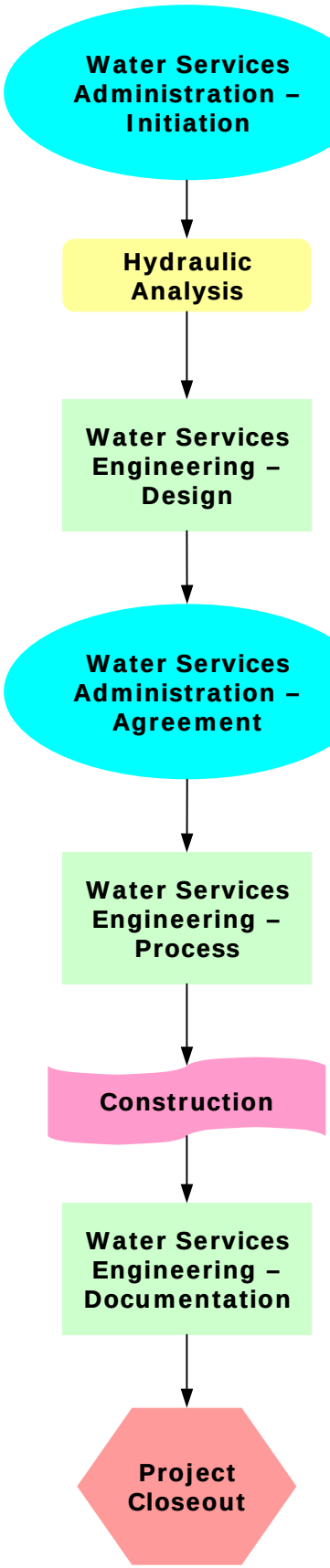
San Jose Water Company (SJWC)
Water Services Design & Construction Procedures



SJWC receives request from Applicant, prepares documents for hydraulic review, coordinates with Applicant for all non-technical matters. SJWC coordinates with Fire Department for fire flow requirements and receives engineering deposit.

Planning Section identifies impacts of expansion on existing system, verifies pressure at the main, determines new facilities necessary for flow and pressure at fire flow. SJWC maintains hydraulic model and determines pipe main sizing.

Engineering proceeds with the design based on hydraulic analysis and information from plat maps, GIS, other utilities, surveys & soil tests, permit requirements, field observations, and Applicant supplied CAD drawings. Developers have the option of providing their own design. Cost estimates are developed based on the final accepted design.

Water Services executes an Agreement with the Applicant. Funds for construction are deposited by the Applicant.

SJWC applies for permits, finalize information such as easements, collect approved plans, and provides complete package to construction for installation.

Construction begins when approved permits are confirmed. Construction work inspected by SJWC Construction Department. Progress payments are made to the Contractor for SJWC install jobs.

After construction is completed, SJWC ensures that as-built plans are correct and updates system maps and conforms design drawings for the record. Information is saved digitally.

Engineering identifies causes for variances in excess of 10% for final billing of actual costs to the Applicant. Project file is closed and archived.