

Appendix 600-D CHECK LIST FOR WATER/SEWER MAIN EXTENSIONS

Groveland Community Services District

Checklist for GCSD Services

Owner: _____ APN: _____ Unit/Lot: _____

1. Pay fee and submit completed Application for GCSD Services with all accompanying documentation attached (to Engineering to determine feasibility of project)
2. Feasibility letter confirming if project is feasible or not (from District to Owner)
3. Pay administration and engineering deposits (Owner)
4. Executed Owner/Developer Agreement for Sewer/Water Improvements
5. Initial submittal of construction plans for review (and/or approval) by District Engineer
6. Letter confirming approval or requesting changes to submitted plans (from District to Owner)
7. Easements recorded (if applicable) and if no subdivision or parcel map is involved
8. Submit project cost estimate (based on prevailing wage rates) for approval by District Engineer
9. Deposit Performance Bond (100%)
10. Provide Contractor's Insurance Certificates naming District as Additionally Insured
11. Provide District with reproducible construction plan (Mylar).
12. Pre-construction conference with Contractor(s)
13. Sewer Connection Fee must be paid before start of construction.
14. Notice to District by Owner before start of construction (10 Days written notice); 5 full working days notice prior to initial inspection and 2 full working days thereafter
15. Notice of Completion recorded (35 day waiting period)
16. Easements recorded (if applicable), if subdivision or parcel map is involved.
17. Final inspection by District Engineer
18. Project Cost Certificate (from Owner or Developer's Engineer)
19. Final set of Mylar "record drawings" for the project (from Owner or Developer's Engineer)
20. Project approval by District Engineer

21. District Engineer's recommendation to accept the project and General Manager's signature
22. Refund of Performance Bond (minus 25% of actual project cost)
23. Deposit Maintenance Bond (25% of actual project cost for 1 year)
24. Refund of Maintenance Bond and balance of deposits (per District Engineer's recommendation)
25. Enter project into District record (GCSD)