



Infrastructure & Development Services / Taps and Meters

Job Application for Water Lines or Fire Hydrants

Project Information Supplied by the Utility Contractor:

C.O.H. ILMS Project No.(Site or Building): _____ Plan & Profile Number: _____

Project Address: _____ Plan & Profile Date: _____

Property Tax ID Number: _____ County: _____

Description of Work: _____ *License Number: _____

Meter / Account number _____

Updates for this Large Job number will ONLY be given to the contacts listed on the Large Job Information Sheet. The Utility Contractor, General Contractor, Owner, and Agent will be the only authorized representatives to receive corrections or updates on this project. Please advise in writing if you want to remove and replace a contact on the list. A notarized letter on Company Letterhead advising the Taps & Meters Department to replace a contact will be needed in order to make changes to any contacts. **PLEASE TYPE INFORMATION FOR LEGIBILITY**

	Company Name Representative Name	E-Mail Address	Phone Number	Fax Number
Utility Contractor: (must provide bonds for this job)				
General Contractor:				
Agent				
Owner / As shown in the Recorded Warranty Deed				

To Be Completed By the City of Houston:

_____ WNS Number: _____ Date: _____ Initials: _____

KEYMAP: _____ GIMS: _____ LOC/MAIN/TAP: _____

ADDRESS _____ **CITY** _____ **STATE** _____ **ZIP CODE** _____

This agreement, entered by the City of Houston and the Applicant, for expediting the installation or removal or relocations of a:

Line size and job type _____

The Applicant hereby agrees and understands that:

1. The Applicant shall furnish all supervision, labor, materials, and equipment for a complete installation. All work shall be constructed in accordance with City specifications governing the installation of such facilities.
2. All materials furnished by the applicant or his contractor shall comply with the City of Houston's approved products list prior to proceeding with the work. All meters must be inspected, tested and approved by *OCE Construction Services*
3. All work shall be subject to inspection by the City's of Houston *OCE- Construction Services* personnel assigned as representatives of the City.
4. A fee of \$427.25 is required to cover the City's cost of engineering and inspection. Such fee shall be paid by the Applicant prior to approval of this application.
5. The Applicant will require this contractor to post a One-Year Maintenance and Surface Restoration Bond prior to beginning construction.
6. Construction shall not begin until *OCE-Construction Services* has been notified. Notification shall be made two (2) working days prior to beginning construction.
7. The Applicant will furnish any required easements necessary for the installation of the service and meter. Authorization for turn – on of this service will not be issued until the easement has been furnished and final inspection completed.
8. The meter, all piping, appurtenances, vault and cover from the service to the connection to the connection immediately downstream of the meter vault shall become the property of the City upon completion of the subject installation and acceptance thereof by the City.

Water Meters and Appurtenance Liability

It shall be the owner(s)/contractor(s) responsibility to secure water meters and appurtenances to prevent damage to such equipment during construction and/or development. Water meters and meter boxes shall not be covered by dirt and/or debris and shall be clearly visible and accessible to City of Houston personnel.

Owners(s)/contractor(s) shall be held liable for removal of dirt and debris and any damage caused to water meter(s) and/or appurtenance during construction and development. Owner(s)/contractor(s) shall be billed current City of Houston cost for new replacement equipped for each item damaged. Owner(s)/contractor(s) water/wastewater account shall be immediately debited charges for equipment upon discovery of damaged equipment.

Water meter and appurtenance shall include: water meters, electronic equipment, meter boxes, meter lids, curb stops, service lines, taps and saddles. Owner(s)/contractor(s) shall install and replace service lines, curb stops, taps and saddles at their expense. Owner(s)/contractor(s) shall install and replace damaged service lines, curb stops, taps and saddles within 72 hours of receipt of written notification from the City of Houston.

This agreement is hereby entered this

Owner/Contractor signature: _____ Print Name: _____ Title: _____

Taps & Meters Supervisor: _____ **Date:** _____ **WNS No.** _____ **JOB No.** _____