

FIRE HYDRANT USE POLICY

PURPOSE:

It is the purpose of this policy that the opening or closing, damaging, tampering, connection to, or withdrawal of water from any fire hydrant connected to the Mobile Area Water and Sewer System (MAWSS) is expressly prohibited, except in compliance with the terms of this policy. This policy is established to control unauthorized usage of the MAWSS owned fire hydrants, to protect the distribution system's integrity, protect water quality, preserve fire protection, and provide temporary water needs to the Mobile Area Water and Sewer's Customers.

The following policy has been developed regarding temporary use of water from the Mobile Area Water and Sewer System owned fire Hydrant. For the purpose of this policy, two categories of hydrant usage have been defined; Stationary (non-movable) and Non-stationary (movable from one location to another). Definitions of these categories are stated in section 1 and 2.

SECTION I: FIRE HYDRANT USE PERMITS NON-MOVABLE OR STATIONARY:

Temporary Hydrant Use Permits will be required on all stationary sources such as new developments, new residential or commercial customers, site-specific construction, etc. Such permits will allow temporary water usage for up to ninety days.

Application

Any entity requesting temporary water will be required to complete an application for a hydrant use permit. Applications will identify information needed to establish a temporary account for the customer. In order to be approved, customers must first apply and pay for permanent water service for the proposed facility in addition to the rental of a fire hydrant meter. Hydrant Use Permits will be issued and approved only on MAWSS existing water mains not new Construction.

In extreme emergency situations, MAWSS will designate the hydrant that can be utilized to supply water on a short-term, temporary basis for water tankers, etc. to transport to usage site until the new service application can be processed. In such cases, the applicant will be instructed to contact the MAWSS Backflow Prevention Department for guidance. Customers must also provide proof of knowledge and competency to operate hydrants properly. All Customers will be provided a Standard Operating Procedure (SOP) for hydrant operations.

In no case will hydrant hoses be allowed to traverse area exposed to vehicle traffic.

Payment and Permit Tags

Any customer needing hydrant-supplied water will pay a refundable fee of \$2,000 per 2" meter and \$1000 per 1" or 5/8" meter per year before receiving the hydrant use permit tag. This permit tag will be good for up to a 90 day usage period, and shall be displayed at the job site on the fire hydrant being used. After 90 days, the hydrant meter will be returned to the MAWSS facility for an inspection and testing. After this inspection, the hydrant permit can be renewed for an additional 90 days. Financing of hydrant usage fees

will not be allowed. All stationary fire hydrant meters will only be renewed one time (180 days total) unless otherwise approved by MAWSS.

Setup and Delivery

The setup and delivery fee will be \$100, non-refundable. Upon approval and payment the MAWSS Cross Connection Control Department will setup the meter, backflow prevention and hydrant hose assembly, and activate the fire hydrant. The assembly will have a shut-off valve attached to the hydrant for the customer's use. The customer will be required to furnish a lock if security is to be maintained. Also, if desired, the customer may request to have the meter/backflow device/hose assembly relocated for a fee of \$100.

Length of Time

The initial length of time is Ninety (90) days, with a six (6) Month Maximum. Once the customer no longer needs the temporary service, they must notify the MAWSS Cross Connection Control Department (crossconnection@mawss.com) to remove the meter and backflow assembly. If no notice is made or an extension granted, MAWSS will remove the meter and backflow assembly and an evaluation will be made as to the condition of the assembly. Negligence resulting in assembly damage or lost meter will result in reimbursement for repair and/or replacement costs from the original deposit paid.

Billing and Reimbursements

Customer will be billed for volume consumption. Meter reading will be performed monthly during approved usage period.

Responsibility/Liability

At time of application customer will be required to sign an agreement indicating that they are responsible for notifying MAWSS of the hydrant meter location; responsible for leaving the hydrant usage assembly in the assigned location and displaying the hydrant use permit tag on the fire hydrant or meter; responsible for any water appurtenance damage as a result of utilizing the hydrant/backflow assembly; responsible for any and all private property damage; and responsible for any property damage including the MAWSS backflow assembly due to negligence, or theft/vandalism.

The MAWSS Cross Connection Department will provide installation of hydrant use assembly within 24 hours of approval during normal working hours (Monday-Friday, excluding weekends and holidays), assuming a meter assembly is available.

Penalties

Failure to follow the terms and conditions of this policy and the contract agreement in obtaining temporary water from MAWSS may result in penalties for unauthorized hydrant usage or illegal connections as provided in the Mobile Area Water and Sewer policies, up to and including monetary penalties of up to \$1,000 per incident per day.

SECTION II: FIRE HYDRANT USE PERMITS NON-STATIONARY OR MOVABLE

MAWSS will allow temporary-metered hydrant usage from non-stationary permits under the below-described conditions. Examples include: street sweepers, hydro seeders, landscape contractors, road contractors, sewer cleaners, etc/or any other similar business utilizing water on a frequent basis at various locations.

Application

Movable permit customers will be required annually to make an application for permission to utilize MAWSS Hydrants. (See application Form) In order to receive application approval customer must show proof of a Reduced Pressure Zone Backflow device installed on all equipment or vehicles utilizing the hydrant meter. Non-Stationary Customers must also provide proof of knowledge and competency to operate hydrants properly. All Customers in this category will be provided a Standard Operating Procedure (SOP) for hydrant operations.

Payment

A refundable annual deposit fee per customer per meter will be required once an approval for the application is processed. The deposit is \$2,000 per 2" meter and \$1000 per 1" or 5/8" meter per year. Meters will be returned to MAWSS every 3 months for inspection and testing. Meter consumption will be read monthly and billed according to the current MAWSS rate schedule.

A copy of the MAWSS permit decal will be displayed on the fire hydrant or meter at all times. Failure to display permit properly will result in penalties for unauthorized hydrant use. Each hydrant meter will be furnished with a decal. Financing of fees will not be allowed. Decals will be color coded for each calendar year.

Responsibility/Liability

At Application, customer will be required to sign an affidavit that they are responsible for displaying the MAWSS hydrant usage permit decal on each hydrant meter during use; responsible for any hydrant or water appurtenance damage (including parts and labor) as a result of utilizing the MAWSS owned hydrant assembly; responsible for any and all private property damage to MAWSS's property and responsible for returning the meter after to MAWSS after 90 days for inspection and testing. The customer will be responsible for maintaining backflow prevention assemblies, ensuring compliance with this policy and for returning the hydrant meter back to MAWSS after one year. If the meter is not returned, the Customer may be charged the replacement cost of the meter.

Duration or Approval

All Movable Hydrant Use Permit decals will automatically expire one year from date of issue. Approval will be for one-year maximum duration with expiration date shown on the approval permit. Permit decals may be cancelled or revoked (and/or penalties imposed) at any time for failure to comply with permit contract requirements and regulations. Customer is not allowed to re-sell MAWSS's water or such authorization will be immediately revoked. MAWSS will make every effort to notify customers thirty

days (30) days or more in advance of their decal expiration; however, it will be the responsibility of the customer to ensure their permit decal is current.

Penalty

Failure to follow the terms and conditions of this policy and the contract in obtaining temporary water may result in penalties for unauthorized hydrant usage or illegal connections as provided for in the MAWSS policy and procedure manual, up to and including monetary penalties of up to \$1,000 per day per incident.

Section III: EMERGENCY PROCEDURES

For major emergencies such as natural disasters, hurricanes, earthquakes, floods, etc. MAWSS will designate certain hydrants to be utilized to fill potable tankers, etc. during such conditions.

Section IV: OTHER REQUIRMENTS

It is understood that no other Fire Hydrant Meter will used on the MAWSS system except those that are issued by MAWSS. It is also understood that the MAWSS issued meter shall not leave the MAWSS coverage area and will not be used in any other water system.

Failure to follow this policy may result in a forfeit of any paid deposit.

STANDARD OPERATING PROCEDURE

FIRE HYDRANT OPERATION

WORK STEPS:

Check to assure no damage will result from flooding.

Using a hydrant wrench removed desired nozzle cap. NOTE: ONLY USE A WRENCH SPECIFICALLY DESIGNED FOR FIRE HYDRANTS. Any other type of wrench may cause damage to the nozzle cap and bronze operating nut.

Check the remaining nozzle caps to assure that they are snug on the nozzles and will not blow off under pressure.

Attach the hydrant wrench to the operating nut on top of the hydrant and tighten the wrench to prevent slippage.

The fire hydrants within the system are predominantly “OPEN-LEFT” or turn counter clockwise to open. There are however, some hydrants in the system, which are “OPEN-RIGHT” or turn clockwise to open. The direction to open is usually stamped on the bonnet or bonnet flange in the form of an arrow.

Following the direction of the arrow stamped on the bonnet or bonnet flange, turn the operating nut until the hydrant is fully open. Partial opening of a hydrant will result in the bleeder valves remaining open and washing out the area around the fire hydrant boot.

Always open a hydrant completely approximately 8 to 10 turns. Do not force a hydrant to a complete stop. If it is necessary to control output, attach a nozzle valve between the nozzle and attached apparatus and throttle the flow from the valve or use the valve supplied on the meter.

Continuously monitor the hydrant flow to assure no damage or safety hazard will result from excessive flooding. When the water appears to be flowing clear from the hydrant, no result or dis-coloration; start to slowly close the hydrant (approx. 5 revolutions per minute) using gradual even turns. **NEVER CLOSE DOWN A HYDRANT FAST** as this could result in water hammer and possibly damage the hydrant or distribution system.

When the hydrant is completely shut, attach the hydrant assembly to the nozzle and tighten securely with the spanner of the hydrant wrench.

At this time, the hydrant can be reopened as a supply to the temporary connection.

_____ Initials