



**HOMEOWNERS:
NEED TO REPLACE
THAT LEAKY OLD
SEWER LATERAL?**

Let CVSan help you pay for it!

Grants up to
\$2,000 available.

LATERAL REPLACEMENT GRANT PROGRAM GUIDELINES

2011/2012



Castro Valley Sanitary District's **Lateral Replacement Grant Program (LRGP)** will **cover 50% of the cost, up to a maximum of \$2,000**, provided you follow the guidelines.

For more information—and before you hire a contractor—look inside, or call CVSan at (510) 606-1300.

Not all applications will be granted.
All applications are subject to a Condition Rating by CVSan.

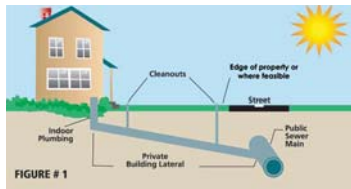
WHAT IS A SEWER LATERAL?

Within the Castro Valley Sanitary District (CVSan), the building lateral is defined as the portion of the sewer system, beginning at the junction with the building plumbing system, usually located within two (2) feet of the foundation wall of the building, and extending to and including the connection to the public sewer main (see Figure #1, at right). The building lateral is the private property of the property owner who is, therefore, responsible for all costs relating to the installation, connection, maintenance, repair, construction, alteration, abandonment or removal of the building lateral.

These building laterals are often a significant source of infiltration and inflow ("I/I"). The Lateral Replacement Grant Program (LRGP), is designed to help defray a portion of the costs when the property owner or their agent is required to replace the entire lateral including the connection to the main.

AMOUNT OF GRANT

The maximum amount of assistance for any one residential building lateral replacement or repair is 50% of the approved cost up to a maximum reimbursement of \$2,000. **Only complete replacement of the building lateral or repair in excess of \$2,000, that completely eliminates infiltration and inflow is eligible for the**



program. Not all applications will be granted. All applications are subject to a Condition Rating by CVSan. The property owner is responsible for notifying their selected contractor that their entire building lateral must pass CVSan inspection requirements (even if only a partial replacement was performed) in order to be eligible for reimbursement. Grant payment shall be made to the property owner(s).

Notice: All work for the LRGP must be performed by a licensed contractor qualified by CVSan. For a list of CVSan qualified contractors, please visit www.cvsan.org or contact CVSan at 510-606-1300.

LATERAL INSPECTING

Lateral inspection must be performed prior to repair or replacement of the building lateral in order for grant funding to be considered. Inspecting and testing methods shall include the following technique:

- Recorded Video Inspection

Video inspection shall reveal the condition of the lateral and each service connection.

Video inspection shall be done by an independent contractor and observed by CVSan personnel who shall document the inspection.

The video inspection must be recorded and the lateral fully viewable. Cleaning and/or de-clogging should be performed prior to the inspection.

APPLICATION

The property owner(s) shall submit a Lateral Replacement Grant application, provided by CVSan, prior to commencement of work. The request will be reviewed by CVSan, and the determination of eligibility will be made by the designated representative whose decision shall be final.

Grant funds are available for fiscal year 2011/12 starting **July 5, 2011 at 7:30 a.m.** Funds will be obligated on a first come, first qualified, first served basis, until all funds are allocated or the end of the fiscal year (June 30, 2012).

Funds will be obligated for a period not to exceed ninety (90) days from approval. The obligation period shall include all work, inspection, payment to Contractor by property owner, and submission of paid receipt(s) to CVSan.

Work not completed by June 30, 2012, will not be eligible for payment and may result in disqualification from the current program year.

For consideration of the FY 2011/12 LRGP, applications must be **submitted as soon as the line qualifies.** Property owners must complete the current 2011/12 form. Applications accepted on a continual basis until program is completed or all funds are allocated.



IMPORTANT REQUIREMENTS

BEFORE BEGINNING ANY CONSTRUCTION WORK:

- A video inspection must be performed by a contractor, and witnessed by CVSan personnel.
- Property owner must submit a completed application, including price quotes from at least three (3) CVSan Qualified Contractors.
- A Letter of Approval must be issued by CVSan to property owner.

Warning: If the above requirements are not met **prior** to commencement of construction work, no funds will be obligated to the property owner.

- Schedule appointment - Beginning **Tuesday, July 5, 2011 at 7:30 a.m.**, call (510) 606-1300, or visit CVSan at 20211 Patio Drive, Suite 200, Castro Valley, to schedule a lateral video inspection appointment.
- Lateral inspection observations will be scheduled beginning the week of July 11, 2011.
- Property owner submits application to CVSan with three (3) valid quotations. Qualification is determined after video inspection. All applications are subject to a Condition Rating by CVSan. Not all applications will be granted. **Applications may NOT be submitted by Contractor.**
- A Letter of Approval must be issued by CVSan to property owner.

Warning: If items A.-C. (see "Important Requirements" on previous page) are not met prior to commencement of construction work, no funds will be obligated to the property owner.

- Property owner/Contractor obtains required permit(s).
- Property owner schedules work with contractor.
- Construction inspection of repair work by CVSan personnel prior to backfilling.
- Property owner submits copy of paid-in-full invoice to CVSan for the work performed by contractor.
- CVSan processes application for payment. Payment will be made within four (4) to six (6) weeks.



FREQUENTLY ASKED QUESTIONS

APPLICATION

How do I get an application for the Lateral Replacement Grant Program?

Download an application at www.cvsan.org, pick one up at CVSan's Capital Improvement Project office located at 20211 Patio Drive, Suite 200, Castro Valley, or request a copy be mailed to you by calling (510) 606-1300. Please be aware the property owner is responsible for obtaining an application.

What do I do after I receive my application?

After you receive your application form, you will need to fill out Sections I-III.

CCTV INSPECTION & PRICE QUOTES

From whom can I get price quotations?

You can get price quotations from CVSan Qualified Contractors.

How many quotes do I need to obtain?

You need to obtain three (3) quotes; however, CVSan encourages you to obtain four (4) for better price comparison.

Can CVSan recommend licensed contractors?

Legally, CVSan may not recommend any contractors. However, CVSan can supply you with a list of CVSan Qualified Contractors who have worked in the District. For a list of CVSan qualified contractors, please visit www.cvsan.org or contact CVSan at 510-606-1300.

What is a Condition Rating?

Condition rating is an assessment of the sewer lateral to determine the degree of defects to the line. Condition ratings take into consideration: pipe cracks, roots, water infiltration evidence, and other defects. Each defect is given a numerical designation (this is similar to the method used on public sanitary sewer lines). Those laterals in poor condition (condition rating) will receive grant funding.

APPROVAL & PERMITS

How do I know if I have qualified for the LRGP?

When you receive a Letter of Approval from CVSan stating that you have qualified and funds have been obligated for your project.

Do I need any permits for this work?

Yes. You will need a repair permit from CVSan to perform this work. You may also need an encroachment permit from Alameda County Public Works if you are doing work in the public roadway. All permits must be obtained prior to commencement of construction work.

After I have received my Letter of Approval, what happens next?

You will be able to commence work. You will have 90 days in which to complete construction, inspection, pay contractor in full, and submit copy of receipt to CVSan.

SITE INSPECTION & PAYMENT

When do I need an inspection?

A site inspection is required by CVSan personnel after the new sewer line has been installed, but prior to any backfilling. CVSan personnel will witness testing of the entire line from the building foundation to the connection to the main. Testing will be performed by your contractor.

What happens after the site inspection?

Once inspection is complete, you need to submit a copy of your paid-in-full invoice to CVSan for the work performed. CVSan will then process your application for payment. Payment will be made within four (4) to six (6) weeks.



Castro Valley Sanitary District

Capital Improvement Projects Office

20211 Patio Drive, Suite 200

Castro Valley, California 94546-6020

Phone: (510) 606-1300 | Fax: (510) 733-5011

www.cvsan.org