


CITY OF GRAND RAPIDS

ADMINISTRATIVE POLICY

NUMBER: 11-01	DATE: March 7, 2011
REVISIONS:	
ISSUED BY: City Manager	SIGNED: 

SUBJECT: FOOTING DRAIN DISCONNECTION PROGRAM

PURPOSE: To achieve compliance with Article 12, "Footing Drain Disconnection Program," of Chapter 27, "City Sewage Disposal System," of the Code of the City Of Grand Rapids and Federal discharge permits; and to reduce improper inflow of stormwater into the City's sanitary sewers, thereby reducing or eliminating the incidents of sanitary sewer backup events.

POLICY:

The City of Grand Rapids (City) shall provide financial assistance to eligible property owners who are retail customers within the Grand Rapids Sanitary Sewer Service Area for the separation of improper inflows of stormwater and groundwater from sanitary sewer laterals, along with the installation of backwater valves as needed, under the provisions of the "Footing Drain Disconnection Program" (FDDP) as outlined below.

A. Eligible Work

1. Installation of backwater valves on sanitary sewer laterals prone to hydraulic overloading.
2. Disconnection of all improper inflows of stormwater and groundwater into the sanitary sewer lateral.
3. Installation of sump, sump pump, back-up sump pump, discharge pipe and all appurtenances.

B. Funding Cap

1. The funding cap for this program shall be established from time to time by resolution of the City Commission. The City Manager, or his designee, upon submission of a request of a participating property owner or its contractor, increase the funding cap for the participating property owners cost of qualifying work where it is determined that extraordinary conditions exist.

C. Notification

1. Upon notification by the City Manager, the property owner shall have ninety (90) days to complete the disconnection of all improper stormwater inflow connections on its property. If the property owner fails to do so within the 90 day period, the property owner (or other person responsible for paying regular System rates and charges) shall be charged an additional amount that reasonably reflects system costs incurred.
2. If the initial methods of disconnection do not completely stop the improper inflow of stormwater, supplemental orders for added disconnection work shall be issued by the City Manger or his designee.

D. Non-Participation Charge

1. The added costs the system incurs for each property having improper inflow connections shall be determined on an annual basis. Property owners electing not to participate in the FDDP or whom by default choose not to be a participating property owner shall be billed and collected from in the same manner as regular System rates and charges are billed and collected.

E. Program Area

1. The City Manager or his designee shall identify "project areas" for footing drain disconnection in accordance with the requirements of the ordinance.

F. Approved Contractors

1. The City Manager or his designee will establish and maintain a list of approved contractors or contractor teams approved for performance of work under the FDDP based on contractor qualifications and the provision of insurance coverage. The City Engineers Office shall maintain and regularly review a list of approved equipment and installation specifications and standards that the approved contractors must utilize in order to maintain their approved contractor status.

G. City Payments - Authorizations

1. If the property owner selects an approved contractor to perform the work, the approved contractor shall submit the scope of work and the estimated

- contract price (using the most cost effective and timely methods) to the City Manager or his designee for approval. Upon completion of the review of the scope of work and approval of the estimated contract price, the contractor shall undertake the work pursuant to a contract with the participating property owner. The City shall not be party to the contract; and the contractor, prior to commencement of the work, shall obtain all required governmental approvals.
2. If a property owner elects to perform the footing drain disconnection work themselves, it shall submit the scope of work to the City Manager or his designee for review, provided, however, labor performed by the participating property owner shall not be reimbursable. Upon completion of the review, the participating property owner shall undertake the work in accordance with the submittal after obtaining all governmental approvals.
 3. In order to have costs considered for reimbursement, they must be submitted and approved prior to commencement of any footing drain disconnection work at a property. Ordinary payment for footing drain disconnection work shall not be made until the work has been completed, inspected, and approved.

H. Maintenance of Work

1. The participating property owner shall be the owner of all equipment and shall be responsible for the maintenance, repair, and replacement of all equipment, facilities, and systems constructed or installed on its property as part of the scope of the work related to the property.

I. Release Agreement

1. Prior to commencement of any footing drain disconnection work, the participating property owner shall release and hold harmless the City and its officers, employees and agents from all liability related to performance of such work.

Attachment: Footing Drain Disconnection Program Guidelines, dated March 7, 2011