



# Perkins County Rural Water System, Inc.

PO Box 160, 104 W Main St  
Bison, SD 57620

Office: 605-244-5608  
Fax: 605-244-5926

Date: 2017 Construction Year  
To: PCRWS Applicants  
From: System Manager  
RE: Membership Application Process and Service Connection Standards

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Enclosed please find an application for Membership.

Our construction season is from March 1st through November 1st (weather permitting). Hook ups shall be installed outside these dates with approval.

You will need to hire a contractor to dig/install your entire service (from the mainline to the pit, as well as from the pit to your house, hydrant, etc.) as PCRWS does not do any digging or installation of new hookups. Contractors must be approved by PCRWS and shall be licensed in the State of South Dakota as a Plumber and/or Contractor depending type of on work being performed.

Below is a summary of the application/hookup process:

1. Complete initial application for Service and Water User Agreement.
2. Application is submitted to PCRWS for approval (this could take up to 2 weeks)
3. Application may be reviewed by PCRWS Engineer.
4. Upon engineer approval a packet of paperwork will be sent including:
  - Easement for your property
  - Other easements necessary to bring the water to your property
  - Instructions for construction and contractor requirements
  - Other general information about PCRWS and Rules and Regulations
4. Complete paperwork and return with membership fee.
5. Obtain permit to work in right-of-way from local, state or federal agency where appropriate.
6. Contractor can now meet with you or your operator and PCRWS Staff and begin installation.
7. Inspection by PCRWS Staff shall be required.

If you have any questions, please give us a call at 605-244-5608.

## CONSTRUCTION DETAILS AND REQUIREMENTS

**Please read very carefully.** As you, the applicant, will be responsible for the proper installation of all materials in accordance with PCRWS specifications (specification drawing enclosed).

**INSTALLATION:** The applicant will be responsible for hiring an approved licensed contractor and/or plumber to install the service. PCRWS requires contractors to sign a Sub-Contractor Agreement and provide us with a Certificate of Liability Insurance form (showing a minimum of \$1,000,000.00 commercial liability) with PCRWS listed as additionally insured. These requirements must be met before any work on PCRWS waterline can begin. Please call our office to see if your contractor has met these requirements.

**COSTS:** All construction costs are at the applicant's expense. This includes from the existing main line to the meter pit as well as the applicant's lines after the meter pit. The following items may affect the cost of construction:

- **Distance:** The distance of your property from our existing main line will affect your cost. The further your property is from our existing main line, the more digging and pipe costs you will incur.
- **Road or Driveway Crossings:** All road and driveway crossing are required to be bored. PCRWS does not allow open cutting. Proper permits to work in right-of-way shall be obtained from local, state or federal agencies.
- **Main Line Pipe Size:** If our main line needs to be extended to reach your property the digging and pipe will be your cost. Any main line extension will be a minimum of 2" class 250 PVC gasketed pipe. Our engineer will determine if the pipe needs to be larger. In some cases class 250 PVC gasketed joint pipe or yellowmine pipe may be required.
- **Service Line Pipe Size:** Pipe from the service line valve to the meter pit will be 1.5" class 250 PVC gasketed joint pipe unless the length of the service line is greater than 500 feet. If the length of the service line is greater than 500 feet then 2" class 250 PVC gasketed joint pipe will be required.
- **Other Costs:** The applicant is responsible for any other costs not mentioned on this sheet.

**CUSTOMER'S BURIED UTILITY LINES:** The applicant shall be responsible for marking the location of applicant's buried utility lines on applicant's property. This shall include all buried facilities including but not limited to: electric service entrance and electrical feeders to remote buildings, water tanks, equipment, etc.; water pipelines to wells, building, tanks or other locations; sewer pipelines, drain fields, septic tanks or other facilities; farmstead communication cables, phone lines, satellite TV, etc.; storm cellars, root cellars and other buried structures.

**SERVICE LINE AND METER PIT LOCATIONS:** A location for the service line and meter pit will be decided by PCRWS. Carefully consider the location so not to place the service line or meter pit in an area that you may build over at a later date. If any buildings or structures are placed over the service line or meter pit this would be an encroachment on the easement for your property and may create a need to relocate lines at your expense. PCRWS will only guarantee water and pressure to the spot of the meter pit.

**CURB VALVE:** A riser pipe two inches (2") in diameter and approximately 12 inches tall (from ground level) will be installed on your service line valve. This riser provides easier access to your curb valve, while also keeping out dirt and debris which could prevent us from shutting your service off in an emergency. All service lines will be marked with a three foot, six inch (3'6") tall blue fiber glass marker installed by contractor. These markers help us easily identify the location of your service line valve and can be very useful in emergency situations. Curb stop will be installed no more than 20 feet from the main line or in a location decided by PCRWS. A saddle and corp stop will be used for tying into the main line.

## CONSTRUCTION DETAILS AND REQUIREMENTS CONT.

**METER PIT:** The meter pit, measuring approximately six feet (6') in length and 18" inches in diameter, is a plastic cylinder-type apparatus that houses your pressure reducing valve and main water meter. The meter assembly is installed on coiled hoses that can be raised for maintenance and repair purposes and then lowered back down into the pit below the frost line. An insulating pillow and cast iron lid help protect the meter from freezing in the winter and is for PCRWS access only and will be purchased from PCRWS.

Things to be considered when deciding where to install the meter pit:

- PCRWS will decide on meter pit location.
- After backfilling has been completed, the meter pit should set above ground level approximately one inch (1").
  - Remember to tell your contractor if you plan to have any landscaping done or any soil added or removed after the water service is installed. This will provide the contractor with guidance as to how deep to bury the meter pit.
  - If a pit riser needs to be added after installation due to improper planning, you will be billed for the riser and any labor to install it.
- Although the meter pit should sit just above ground level, there will be a riser placed next to your meter pit lid that is two and a half inches (2.5") in diameter and 48 inches tall. This riser houses the transmitter for your meter which allows it to communicate your readings every 24 hour period. The riser and transmitter should not be taken down or tampered with and we will get an alarm/notification if it is.

**PRESSURE TESTING AND PIGGING:** Any new main line or service line installed that is over 500 feet in length will be required to be pigged and pressure tested. This should be done by your contractor with PCRWS's supervision.

**CONSTRUCTION CLEAN-UP:** The applicant is responsible for **all** construction clean up and/or trench settlement. This includes other properties crossed to bring water service to the applicant. We strongly encourage the applicant to make sure construction clean-up is a part of the agreement with the contractor you hire. If clean up is not performed in a timely manner, PCRWS may do the work and the applicant may be billed accordingly.

**WARRANTY AND MAINTENANCE:** You, the applicant, are responsible for any warranty on workmanship and material on the facilities installed by your contractor for a period of one (1) year. This includes main line, the service line valve, service line, and the meter pit. Subject to that warranty, PCRWS will assume full responsibility for all future maintenance and ownership of these facilities up to and including the meter pit. PCRWS does not maintain or repair any service past the meter pit.

Lines installed after the meter pit are considered the customer's lines and PCRWS does not maintain or keep record of where these lines are installed.

**Please make sure your contractor understands and adheres to PCRWS's installation specifications.**

**If you have any questions, please call us at 605-244-5608.**

**CONTRACTOR INFORMATION SHEET**

**NAME:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP:** \_\_\_\_\_

**LICENSE NUMBER:** \_\_\_\_\_

**DATE CONSTRUCTION PACKET WAS RECEIVED:** \_\_\_\_\_

**DATE OF CONTACT WITH PCRWS TO REVIEW INSTALLATION:** \_\_\_\_\_

**DATE OF INSTALLATION:** \_\_\_\_\_

**SIGNATURE OF CONTRACTOR:** \_\_\_\_\_

**SIGNATURE OF PCRWS STAFF REVIEW AND ACCEPTANCE:** \_\_\_\_\_

**DATE OF PCRWS INSTALLATION ACCEPTANCE:** \_\_\_\_\_