

Applying for Water Service with a New Main Extension: Residential, Commercial and Industrial Connections

Effective July 1, 2022



Disclaimer Notice

Applicants for water service will find this information helpful to understand the process of applying for a new water service. These fees and charges are presented only as guidelines for the estimates of costs. Final quotations will not be issued until an "Agreement for Water Service Laterals in a Subdivision" has been completed and approved. All applications for water service are subject to review and approval by the District. All requests for preliminary estimates or quotations must include an address, accurate location of the parcel to be served, and the proposed use of the premises.

Information You Will Need to Provide EBMUD as Part of Your Application for Water Service

- Applicant and/or name of owner and mailing address
- Number and size of services required and flow (in GPM) required to serve
- 1" = 100' site plan/map designating the proposed meter locations, lot numbers and driveway locations
- List of street addresses with corresponding lot numbers
- Type of service to be installed
- For dual services, completed Hydrant/Fire Service/Dual Service Requirements form signed by the local fire marshal

Application Process

Step	Responsible party	Action
1	Applicant	Provides a written request for size, type, and number of services and returns to: East Bay Municipal Utility District New Business Office, MS #104 375 - 11th Street Oakland, CA 94607-4240 or applies online at <i>wsa.ebmud.com</i> .
2	EBMUD	Completes an Agreement for Water Service Laterals in a Subdivision and returns to Applicant.
3	Applicant	Signs the Agreement for Water Service Laterals in a Subdivision and pays the installation charges for Tap and Laterals. If you wish to install only the taps and laterals for the services and do not wish to install meters at this time, the SCC, WCF (if applicable), and Account Fee can be deferred until such time the meters are requested. These fees are subject to increase and you will be responsible for paying the fee which is in effect at the time the meters are requested. Note: Appointments may be scheduled to arrange payment in person by calling 510-287-1008.
4	EBMUD	Prepares New Service Orders and forwards orders to maintenance yard to be scheduled for installation after Water Main extension has been placed in service.
5	Applicant	Pays System Capacity Charges (SCC), Wastewater Capacity Fee (WCF if applicable) and Account Fees in effect at the time meters are ordered. If SCC and WCF have been paid in advance, only the Account Fee is collected. A completed Hydrant/ Fire Service/Dual Service Requirements form signed by the local fire marshal must be submitted for all dual services. Note: Applicant must pay all outstanding charges before meters will be scheduled for installation.

Appointments

Scheduling appointments in advance will assure a representative will be available to see you and will help avoid unnecessary delays. Appointments to speak in person with a New Business representative may be obtained by calling 510-287-1008.

Installation Time – Service Laterals

After the main extension has been placed in service, installation of your new tap and laterals will generally be scheduled within four weeks if we have received total payment, a properly signed “Application for Water Service Laterals in a Subdivision,” a 1" to 100' scale map, and a list of addresses.

Note: Installation time is contingent on District workload, project scope, and site conditions. During peak season, completion schedule may be impacted.

Installation Time – Meters

Installation of meters will generally be scheduled within three to ten business days after receipt of request giving lot numbers and addresses where meters are to be set and the payment of all applicable System Capacity Charges, Wastewater Capacity Fees and Account Establishment Fees in effect at the time of the request.

When fees have been prepaid, installation will be scheduled within three to ten business days after receipt of request giving lot numbers and addresses where meters are set and the payment of the Account Establishment Fee in effect at the time of the request. Meter boxes must be uncovered and cleared of construction materials prior to installation of the meters.

Backflow Prevention

A backflow prevention device may be required on the new meter to prevent used water from reentering the District's potable water supply. Our Backflow Prevention Unit will assist you in determining if a backflow prevention device is required. Information can be obtained by calling 510-287-0874. For more information visit our Backflow Prevention web page at ebmud.com/backflow and refer to EBMUD regulation, *Section 26: Protection of Public Water Supply*.

Residential Fire Sprinkler Systems

A service for both domestic use and fire protection (dual service) may be required by your local fire marshal. The System Capacity Charge (SCC) will be based upon the meter size necessary to meet domestic requirements only. State and local fire protection agency regulations require the oversizing of taps and laterals to provide both standard service and fire protection for all new construction. Single services oversized to provide both standard and private fire protection services are considered dual services.

Note: A Hydrant/Fire Service/Dual Service Requirements form must be completed and signed by the local fire marshal before a dual service will be granted. Contact the New Business Office for additional information.

Water Conservation Review

Customers applying for a standard service are required to submit plumbing and landscape plans to our Water Conservation Division for review of water efficiency requirements. The water efficiency requirements for plumbing fixtures and landscaping can be found in EBMUD Section 31 which follows the CALGreen Building Standards Code and the Model Water Efficient Landscape Ordinance. Water service shall not be furnished to any Applicant for new or expanded service unless all applicable water efficiency measures, as described in Section 31, are installed at Applicant expense. For questions regarding Section 31 review, please contact the Water Conservation Division at 510-287-1900 or waterconservation@ebmud.com.

Metering Requirements

Each unit in a new structure shall be individually metered.

Service Costs

The cost you pay for service is dependent upon the size of the water meter, type of service, and the location of the property to be served. The total cost will be the sum of the following components: Installation Fee, Account Fee, and System Capacity Charge (SCC). Other fees include Wastewater Capacity Fee, Front Foot Charge, Annexation Fee, and Contaminated Soils when applicable.

Note: All fees are reviewed periodically and are subject to adjustment.

Payment of Service Costs

Payment for all service costs is due in full at the time new service is requested. However, to facilitate your construction and the installation of tap and laterals coincidentally with a new main extension prior to the paving of roadways, advance payment of installation fees is required. Payment of all other fees is then required when meters are requested. The amount due is determined by the Schedule of Rates and Charges in effect on the date the meter is requested and payment is received.

Note: If paving is completed prior to the installation of taps and laterals, the full cost of installation on an existing main is collected.

Adjustments for Applicant Assisted Service Installations

Applicants requesting installation of 15 or more laterals in the same subdivision may choose to provide their own trenching and backfill and be eligible to receive a refund of up to \$540 per service lateral, provided that the applicant:

- pays the appropriate charges for each service as specified.
- clears the construction site of obstructing materials and equipment.
- excavates a minimum of 15 service laterals ahead of District crews.
- hauls sand and select backfill to the construction site for use by District crews in supporting the service lateral and for applicant backfilling of trenches.
- backfills and compacts the trenches after District crews have installed and properly secured the service lateral.
- reimburses the District for (1) unproductive crew standby due to Applicant's failure to prepare the site or excavate trenches in advance; (2) District costs to repair damage done by Applicant's trenching operation.

Installation Fee (One Meter per Lateral)

The installation fee covers the cost of installing a standard service and is based upon the size of the service. This fee is determined by averaging the District’s costs of installing all services of a particular size and is recalculated annually.

Lateral Size (one meter per lateral)	Installed in paved conditions	Installed in unpaved conditions
1”	\$9,499	\$5,145
1-1/2”	\$15,244	\$9,135
2”	\$15,244	\$9,135
3”	\$34,310	\$23,716
4”	\$34,310	\$23,716

Installation Fee (Two or More Meters per Lateral)

The installation fee for multiple meters installed on a single service lateral (branch services) will be lower than installing individual services. The District reserves the right to require individual service. Note: Branch services are not allowed for separate lots. Each lot must have its own individual service.

Branch services (two or more meters per lateral)	Number of meters	Installed in paved conditions	Installed in unpaved conditions
5/8”	2	\$9,880	\$5,526
5/8”	3	\$14,995	\$8,885
5/8”	4	\$15,376	\$9,266
5/8”	5	\$15,757	\$9,647
5/8”	6	\$16,138	\$10,028
5/8”	7	\$16,519	\$10,409
5/8”	8	\$16,900	\$10,790
1”	2	\$14,614	\$8,504
1”	3	\$14,995	\$8,885
1”	4	\$15,376	\$9,266

System Capacity Charge

The System Capacity Charge (SCC) is a way to equitably fund the capital cost of the water system and pay for the cost of providing additional long-term water supply for new water service applicants. The charge is collected from all applicants who request a new water service connection or a larger water meter, and varies depending on geographic region.

The SCC pays for the applicant's share of the capital facilities including those that serve the entire water system such as the aqueducts and raw water facilities, regional facilities such as treatment plants and distribution facilities, and future water supply upgrades needed to meet long-term increases in water demand created by new customers.

Payments of System Capacity Charge

Payment of the System Capacity Charge (SCC) is due when meters are requested. The SCC collected is determined by EBMUD's Schedule of Rates and Charges in effect at the time the meters are requested and payment is received. The SCC can be paid in advance with the payment for the Tap and Laterals.

Determination of SCC Region

The New Business Office will determine within which region your subdivision is located. Regional designations may vary within a geographical area due to elevation and pressure zone changes. The map on page 10 provides an approximate description of these regions.

Single Family Residential Accounts

Meter size	Principal regions			Additional regions	
	1	2	3	3-C	3-D
3/4"	\$12,230	\$19,400	\$36,100	\$108,310	\$110,230
1"	\$17,380	\$41,580	\$55,260	\$180,880	\$184,080
1-1/2"	\$22,210	\$53,590	\$71,100	\$361,760	\$368,160

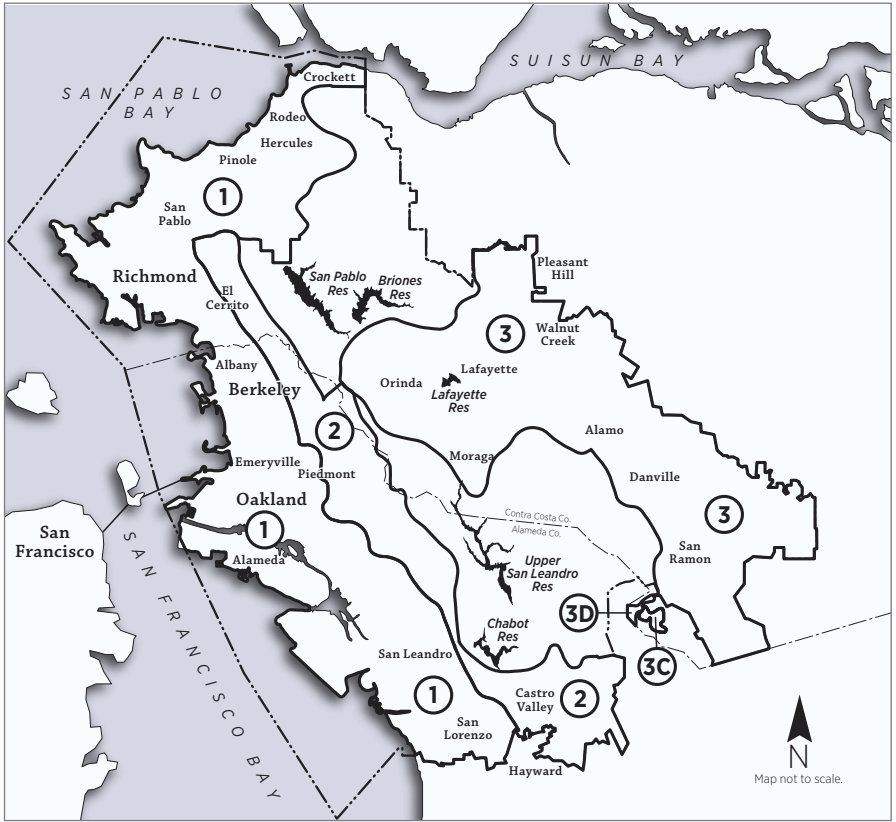
Commercial and Industrial Accounts

Meter size	Principal regions			Additional regions	
	1	2	3	3-C	3-D
5/8"	\$15,840	\$30,860	\$33,890	n/a	\$110,230
3/4"	\$25,880	\$44,170	\$51,870	n/a	\$165,350
1"	\$49,250	\$79,090	\$92,390	n/a	\$276,130
1-1/2"	\$128,440	\$224,530	\$227,600	n/a	\$552,260

Multifamily Residential Accounts

For each dwelling unit	Principal regions			Additional regions	
	1	2	3	3-C	3-D
over 500 sq. ft.	\$7,730	\$11,090	\$8,840	\$41,790	\$38,690
500 sq. ft. and under	\$6,120	\$8,780	\$7,000	\$41,790	\$38,690

System Capacity Charge (SCC)



General Description of Principal Regions

<i>Region</i>	<i>General Description</i>
1	Central Area (gravity zones West-of-Hills)
1	El Sobrante and north (pumped zones)
2	South of El Sobrante to vicinity of Highway 24 (pumped zones)
2	South from vicinity of Highway 24 (pumped zones)
2	Castro Valley area (pumped zones)
2	North Oakland Hill Area (pumped zones, formerly 4-A)
3	Orinda-Moraga-Lafayette Area (pumped zones)
3	San Ramon Valley and Walnut Creek (pumped zones)

General Description of Additional Regions

<i>Region</i>	<i>General Description</i>
3-C	South of Norris Canyon Road (pumped zones)
3-D	South of Norris Canyon Road outside Wiedemann Ranch (pumped zone)

Wastewater Capacity Fee

A Wastewater Capacity Fee (WCF) will be collected if the property to be served is located in any of the following cities: Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont, and Stege Sanitary District (which includes El Cerrito, Kensington, and Richmond Annex). The standard residential fee is \$2,950 per single family dwelling and is due when meters are requested. The WCF can be paid in advance with the payment for the tap and laterals.

Note: If your project is a non-residential development or more than four dwelling units, the Wastewater Capacity Fee is based upon the demands your project (project loading) will place on the wastewater system and the unit capacity fee. (Project loading is in general determined by business activity type, building size, number of occupants, and the number and type of sanitary fixtures.) This charge will be calculated by District staff for your particular project.

Front Foot Charges

If parcels within your project will be served by an existing main that was paid for by a prior Applicant, your final costs may include reimbursement to that applicant for the portion of the main fronting the parcels to be served.

Account Establishment Fees

Payment of the Account Establishment Fee is due when meters are requested and is determined by the Account Fee in effect at the that time. Water service billing will start as of the date the meter is set.

Note: All fees are reviewed annually and are subject to adjustment.

Sample Calculation

The cost to install a 1" meter for Dual Service at 3/4" domestic demand to serve a single family residence in West Oakland in unpaved conditions coincident with a main extension would be calculated as follows:

Installation fee	\$9,135
System capacity charge, region 1, 3/4" meter	\$12,230
Wastewater capacity fee	\$2,950
Account fee	\$63
TOTAL	\$24,378

Groundwater and Soil Contamination Issues

Before District crews are allowed to excavate for any new service or main extension, an investigation is done to determine if groundwater will be encountered during excavation and whether the soil or groundwater is contaminated. Applicants must submit any known, existing information regarding site soil and groundwater conditions with their application. If the District determines that sampling is necessary to adequately characterize soil and groundwater conditions, the Applicant will be responsible for the actual cost of sampling and analyses unless the job is based on a fixed rate and no evidence of contamination is found. The Applicant will also be responsible for increased disposal costs due to the presence of groundwater. If the contamination poses a threat to drinking water quality, water distribution piping or appurtenances, or worker health and safety for installation, inspection, and potential future construction and repair, the Applicant may be required to remediate the site before services will be installed.



New Business Office, MS #104

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