

MADISON COUNTY SANITARY SEWER AND WATER DISTRICT Contractor Registration 2014

Enclosed is the Madison County Sanitary Sewer and Water District (MCSSW) Contractor Registration Packet that outlines the items to include when registering with MCSSW to perform work installing, repairing and/or replacing water mains, sanitary sewers, and water service connections and sanitary sewer connections the MCSSW utilities.

Please be aware the ALL application forms, evidence of liability insurance, bond documents and fees MUST be included before the application can be approved and a registration card issued. A checklist is provided for your reference.

It is necessary for all contactors working on or around MCSSW utilities to have a thorough knowledge of MCSSW Rules and Regulations and to abide by those requirements while performing utility work. Copies of MCSSW Rules and Regulations are available on the MCSSW website:

<http://co.madison.oh.us/sanitarysewer/>

Important Information:

All work for new water and sanitary sewer utility connection, repairs and/or replacements of same must be permitted by MCSSW in advance of the work and all tap-in fees and permit fees paid prior to scheduling MCSSW inspection. Permit fees are provided in the Madison County Sanitary Sewer and Water Fee Schedule.

Inspection appointments for water and sanitary sewer utility connections are available Monday through Friday, excluding holidays, at pre-set times set by the MCSSW.

Meter set appointments are scheduled by MCSSW in accordance with availability of District personnel.

Inspections must be requested a minimum of one (1) working day in advance.

Contractor must obtain a permit by the applicable road authority before working in a public right-of-way.

MCSSW must be notified of any request to cancel or to reschedule taps and/or inspection appointments a minimum of one (1) working day in advance of the schedule inspection. Failure to give such notification shall result in the contractor being charged a re-scheduling fee as provided in the Madison County Sanitary Sewer and Water District Fee Schedule.



Madison County Sanitary Sewer and Water District
13 North Oak Street
PO Box 623
London, Ohio 43140
740-845-1702 (Office)
740-845-1703 (Fax)

Contractor Registration Checklist

The requirements listed below must be submitted with the application. Incomplete applications, including lack of supporting documentation will not be processed. There is a \$5.00 non-refundable registration fee that must be paid at the time of application (see below). Checks should be made payable to the Madison County Sanitary Sewer and Water District.

Requirement	Included	
	Yes	No
Water/Sewer Service Installation Application:	Yes	No
Contractor Information:	Yes	No
Ohio Workers Compensation Insurance Certification:	Yes	No
Certificate of Insurance:	Yes	No
Use enclosed ACCORD 25 form or equivalent - Minimum \$1,000,000 per occurrence, \$2,000,000 \$2,000,000 aggregate with X, C, U Protection - Explosion, Collapse, Underground Hazard Protection clearly stated on the certificate; and the Madison County Commissioners and the Madison County Sanitary Sewer and Water District named as Additional Insured.		
Contractor Indemnification Bond:	Yes	No
Madison County Sanitary Sewer and Water District Regulations Acknowledgement:	Yes	No
Registration Fee:	Yes	No
Make check payable to the Madison County Sanitary Sewer and Water District. Amount due for 2014 is \$5.00. The Madison County Sanitary Sewer and Water District Regulations are available on our website http://co.madison.oh.us/sanitarysewer or a printed copy is available for \$65.00 at the District office.		

Submit Completed Application To:

Madison County Sanitary Sewer and Water District
 13 North Oak Street
 London, Ohio 43140