

Water Main/Sewer Main Connection Methodology

Insert project/subdivision name here.

Prepared by - Insert company/responsible person name here.

Insert date here.

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1.0 SCOPE OF METHODOLOGY

- 1.1. This methodology covers the operational controls needed for the water main connection for **INSERT NAME OF PROJECT HERE**
- 1.2. Interconnection of water main at - **INSERT ADDRESS/EXACT LOCATION OF INTERCONNECTION**
- 1.3. SWMS(s) will be required for the connection work.
- 1.4. **INSERT DETAILS OF PIPE WORK TO BE INSTALLED - EG. FITTINGS - PIPE LENGTH/TYPE/SIZE**
- 1.5. The connection can only be completed after the new water mains have been pressure tested, chlorinated, and signed off by PMHC – Hold Point
- 1.6. The Connection will have a 6-hour isolation period from 9am to 3pm.
NOTE - Negotiation required with PMHC for longer shutdowns outside business hours.
- 1.7. The connection will be completed as effectively & efficiently as possible within the 6-hour window, including shutdown, reload of mains and allowing time for curing of thrust restraints in accordance with accepted timeline 5.4.
- 1.8. The Cut-in Connection will commence at the agreed time in accordance with this detailed program prepared by **INSERT COMPANY NAME HERE**
- 1.9. Works will be carried out by - **INSERT NUMBER OF WORK CREW REQUIRED TO COMPLETE WORKS WITHIN SHUT DOWN WINDOW**
- 1.10. Wet weather may postpone the works.

2.0 RESPONSIBILITIES

- 2.1 **INSERT NAME OF SITE SUPERVISOR** is responsible for overseeing the connection works.
- 2.2 **INSERT NAME OF PROJECT MANAGER** is responsible for ensuring that overall, this methodology is Implemented and adhered to.
- 2.3 **INSERT NAME OF SUPERVISOR** is responsible for consulting with the crew, including the methodology and the SWMS preparation.
- 2.4 PMHC personnel are responsible for the isolation permit and shutting of the existing live network.
- 2.5 PMHC Water operations personnel are responsible for notifying customers of water outage, recharging the lines, and ensuring connections to water main are carried out to the appropriate standards.

3.0 PREPARATION

- 3.1 Methodology to be submitted to PHMC for approval prior to connections.
- 3.2 **INSERT NAME OF COMPANY HERE** to revise Methodology if needed after PMHC review.
- 3.3 On site planning and pre connection meeting between and PMHC and **INSERT COMPANY NAME HERE** to review the Methodology and provide advice if needed.
- 3.2 Date and start time TBC based on community engagement and PMHC needs.

NOTE: PMHC service standards require that notifications of water outage for customers as follows:

- Residential Customers - Minimum 24hrs, PMHC preference 2 days
- Commercial Customers - Minimum 2 days
- Industrial Customers - Minimum 7 days
- Critical Users - e.g. Hospital, Medical Facilities, School, Child Care, Nursing Home - By negotiation of a mutually agreeable time.

Notifications to customers will occur only after PMHC acceptance of this methodology and once PMHC is satisfied that completion of items 1 - 8 of checklist 5.3 can be met.

3.3 All relevant safety & quality documentation is to be in place and approved prior to commencement of works.

3.4 Prior to the date of the connection, the connection point is to be potholed for known services in the area in accordance with recent DBYD plans.

3.5 The connection point is to be excavated & the pipes exposed, cleaned, and the connection point marked out clearly, this is to be completed at least 1 day before connection date to eradicate any unforeseen issues prior to the date of connection.

3.6 All pipe and fittings needed to complete the connection will be stored safely and securely at the works area.

3.7 All pipes and fittings, measured, cut, prepped, bolted, and wrapped a day prior to connection.

3.8 A sump to be excavated prior to the day of connection, to a depth sufficient that water level can be constantly maintained by the pump, noting; Water level in trench must be maintained below invert of pipe to ensure no contamination of live network.

3.9 The crew will consist of the following Personnel, Plant and Equipment;

PROVIDE LIST - EXAMPLE BELOW

- Supervisor/leading hand
- Pipelayer
- Labourer
- Truck
- Excavator
- Work vehicle
- Pump & hose
- Jumping jack compactor.
- Quick cut
- Rotating laser
- Vibrating needle
- Small tools
- Sodium Hypochlorite spray for disinfection of fittings/pipe.
- Anti-seize grease for all stainless-steel bolts.
- Pipe wrap.
- Precast concrete blocks
- Water cart x 2

4.0 WHS

- 4.1 All SWMS are to be reviewed and signed by the work crew.
- 4.2 All workers are to wear the correct PPE.
- 4.4 Traffic control to be in place as per the approved TCP.

5.0 PROCEDURE

5.1 Connection details.

INSERT MAP/PLAN/SCHEMATIC/DETAILS OF CONNECTION HERE - HIGHLIGHTING PIPE, FITTINGS, THRUSTS TO BE INSTALLED AT EACH CONNECTION POINT. INCLUDE THRUST DETAIL AND INSTALLATION METHOD FOR PIPES AND FITTINGS.

5.2 Pipes and Fittings.

INSERT DETAILED LIST OF PIPES, FITTINGS AND MATERIALS TO BE USED AT EACH CONNECTION POINT

5.3 Prior to connection at **INSERT CONNECTION LOCATION HERE** the below Hold Point Checklist is to be completed prior to commencement of works.

NOTE: INDIVIDUAL CHECKLIST REQUIRED FOR EACH CONNECTION POINT

EXAMPLE - HOLD POINT CHECKLIST

Note: Prior to commencement of works all items must marked as completed and witnessed by **INSERT COMPANY NAME HERE** and PMHC. Any outstanding items will lead to postponement of connections.

Item No	Time/Date	Description	Action	Confirmation	Completed Y/N
1	Prior to date of connection	Methodology approved	Application for Interconnection and Methodology submitted, reviewed, and approved by PMHC Community Utilities	INSERT COMPANY NAME HERE & PMHC Community Utilities	
2	Prior to date of connection	Water main installation	New Water Main installed in accordance with standards and approved plans.	INSERT COMPANY NAME HERE	
3	Prior to date of connection	Pressure Test and Disinfection completed	New Water Main passed pressure test disinfected, and signed off by PMHC	INSERT COMPANY NAME HERE	
4	Prior to date of connection	Trench Excavation	All Excavations are complete and existing services confirmed, sump in base of trench to be filled with aggregate. and be a depth sufficient that water level can be constantly maintained during works. Connection points clearly marked on pipes in accordance with 3.5.	INSERT COMPANY NAME HERE	
5	Prior to date of connection	Thrust Blocks	Size of thrust blocks confirmed and in accordance with approved plans.	INSERT COMPANY NAME HERE	
6	Prior to date of connection	Correct concrete, including qty, MPa and accelerator ordered, and time of arrival confirmed	Confirmation with concrete provider	INSERT COMPANY NAME HERE	
7	Prior to date of connection	Pipes and fittings for connections	All pipes and fittings to complete the connection have been delivered to the workface and inspected for defects and cleanliness in accordance with 5.2.	INSERT COMPANY NAME HERE	
8	Prior to date of connection	Materials Delivery	All formwork, bedding and backfill materials needed to complete the connections have been delivered to the workface.	INSERT COMPANY NAME HERE	

9	Prior to date of connection	Notification of Water outage to effected customers.	All effected customers notified of water outage	PMHC Community Utilities	
10	7am date of connection	PMHC approval to proceed.	PMHC to confirm shutdown/connections can proceed with regards to weather and network operation. PMHC to confirm shut down time with the delegated project manager.	PMHC Community Utilities	
11	Day of Connection	Disinfection of pipes and fittings	All Pipes and Fittings to complete the connections disinfected with 1000mg/l sodium hypochlorite spray. To be completed on day of connection under the supervision of PMHC	INSERT COMPANY NAME HERE & PMHC Community Utilities	
12	Day of Connection	Concrete Order	Concrete plant to confirm order is available at required time. Concrete to be on site at least 1hr prior to pour. Preferably on site prior to cutting pipe to ensure no delay in pour time to allow curing of concrete.	INSERT COMPANY NAME HERE	
13	Day of Connection	Equipment	Confirm all the right equipment listed in 3.9 is on site and in good working order.	INSERT COMPANY NAME HERE	
14	Day of Connection	Personnel	Confirm all team members in 3.9 are present and understand the details of this methodology.	INSERT COMPANY NAME HERE	
15	Day of Connection	Pipes, Fittings Materials	Confirm all the right pipe, fittings and materials listed in 5.2 are on site and in good condition.	INSERT COMPANY NAME HERE	
	Hold Point Sign Off	Sign	Name	Time	Date
	PMHC Community Utilities Representative				
	INSERT COMPANY REPRESENTATIVE NAME HERE				
	INSERT PROJECT MANAGER NAME HERE				

5.4 Detailed timeline of connection day.

Example: Timeline - Connection Point 1		
Time	Works	Responsibility
7am	PMHC to confirm shutdown/connections can proceed regarding network operations/weather etc. PMHC Community Utilities to confirm shut down time.	PMHC
8.00 - 8.30am	Hold point check list completed and sign off approval to proceed given.	INSERT RESPONSIBLE PERSON/S NAME HERE & PMHC
9.00am - 9.30am	Isolation of main via existing valves	PMHC
9.30am - 10am	Depressurise the existing main via hydrants. Confirm shutdown with site supervisor. Give Final Approval to proceed with cutting of pipe in live network.	PMHC
10am - 10.30am	Drain the existing line via cutting pipe ensuring water level is maintained below invert of existing pipe.	INSERT RESPONSIBLE PERSON/S NAME HERE
10:30 - 11:30am	Install pipes and fittings in accordance with 5.0 of this methodology.	INSERT RESPONSIBLE PERSON/S NAME HERE
11:30am - 12pm	Place precast concrete blocks and pour concrete thrusts.	INSERT RESPONSIBLE PERSON/S NAME HERE
12pm - 2:30pm	Concrete curing.	INSERT RESPONSIBLE PERSON/S NAME HERE
2:30pm - 3:00pm	Recharge and flush water main	PMHC
3.00 - 3:15pm	Visual check of connection to confirm no leaks	INSERT RESPONSIBLE PERSON/S NAME HERE
3.15pm - 4pm	Take care to backfill trench	INSERT RESPONSIBLE PERSON/S NAME HERE

NOTE: INDIVIDUAL TIMELINE REQUIRED FOR EACH CONNECTION POINT.

6.0 CONTACT LIST

TELEPHONE CONTACTS

Emergency Contacts:

Ambulance, Fire & Rescue Service, Police 000 (mobile phone)
WorkSafe NSW 13 10 50

PMCH Community Utilities Contacts:

Shannon Chapman, Water Operations Coordinator - 0418 652 612
Ben Freeman, Acting Operation Manager - 0427 270 537
Gus McPhail, Water Operations Team Leader - 0447 588 671
Stuart Brook, Water and Sewer Senior Design Engineer - 6581 8650
Jessica Hersee, Design and Development Manager - 6581 8659

Company Name:

INSERT NAMES, POSITIONS AND NUMBERS HERE

Site Supervisor:

INSERT NAME/S AND NUMBER/S HERE

Project Manager:

INSERT NAME AND NUMBER HERE

Property Owner:

INSERT NAME/S AND NUMBER/S HERE

Nearest medical emergency facility:

INSERT NAME HERE AND NUMBER HERE

PMHC Community Utilities, Acceptance of Methodology

Endorsement

Water Operations Coordinator:

Signed: _____ Name: _____ Date: _____

Planning and Design Manager:

Signed: _____ Name: _____ Date: _____

Acceptance

Water and Sewer Senior Design Engineer:

Signed: _____ Name: _____ Date: _____

OR

Reticulation Networks Manager:

Signed: _____ Name: _____ Date: _____