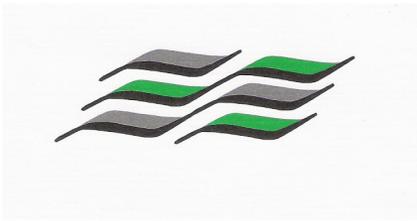




MARSHALL TOWNSHIP
MUNICIPAL SANITARY AUTHORITY
525 PLEASANT HILL ROAD
SUITE 200
WEXFORD, PA 15090

SEWER LINE EXTENSION - GENERAL PROCEDURAL GUIDELINES

1. Developer/ Landowner ("DL") completes Sewer Line Extension Application and makes an initial deposit in accordance with application guidelines. Plans are submitted to MTMSA for review.
2. Project is presented to MTMSA Board for approval; MTMSA Board approves to offer DL "Legal & Engineering Agreement (LEA)" for the purpose of plan reviews by MTMSA Engineer and drafting of "Sewer Line Extension Agreement (SLEA)" by MTMSA Solicitor.
4. LEA submitted to DL for review and execution. Upon execution of LEA and submittal of required escrow, MTMSA Engineer reviews plans. Upon approval of plans, DL submits a construction cost estimate
6. Authority prepares SLEA and submits to DL for review and execution.
7. DL provides Performance Bond and Labor/Materials Bond, or acceptable financial security in the amount of 110% of the estimated project cost.
8. DL submits a second Developer's Escrow deposit to cover the anticipated Authority expenses for engineering, inspection, legal and administrative work; amount to be determined by MTMSA Engineer
9. DL provides a certificate of insurance naming MTMSA as additionally insured.
10. Authority executes and delivers fully executed copy(s) of the SLEA to the DL.
11. DL notifies MTMSA 48 hours prior to the commencement of any work on the facilities covered under the SLEA.
12. After line(s) are installed, MTMSA inspector verifies that contractor has successfully conducted and passed all necessary tests such as mandrill and air tests, and that all manholes have been successfully vacuum-tested.
13. DL provides a Maintenance Bond or acceptable financial security in the amount of 15% of the value of the completed work. The bond/security must be valid for a period of eighteen (18) months.
14. DL provides as -built drawings and easement drawings (if necessary) for MTMSA approval. DL provides an executed a Bill of Sale and any necessary Easement Agreements that have been recorded in the Office of the Allegheny County Department of Real Estate.
15. MTMSA Conditionally Accepts sewer extension and releases Performance Bond. MTMSA can issue Tapping Permits after Conditional Acceptance.
16. A Final Inspection of sewer extension is completed 2 months prior to expiration of Maintenance Bond. After successful completion of Final Inspection, MTMSA will issue Final Acceptance of sewer extension and release 18 Month Maintenance Bond.



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SEWER LINE EXTENSION - CHECKLIST

- _____ Sewer Line Extension Application and related plans submitted
- _____ *Legal and Engineering Agreement (LEA) drafted and sent to developer
- _____ LEA reviewed and executed by Developer; required escrow submitted
- _____ Plans reviewed and approved by MTMSA Engineer
- _____ Construction cost estimated submitted
- _____ Sewer Line Extension Agreement (SLEA) drafted and sent to developer
- _____ SLEA reviewed and executed by developer
- _____ Performance Bond and Labor and Material Payment Bond (110% of project cost)
- _____ Inspection Deposit (amount to be determined by MTMSA Engineer)
- _____ Certificate of Insurance
- _____ DEP Planning Module approved (if necessary) and necessary permits procured
- _____ SLEA executed by MTMSA
- _____ Proof that all construction costs are paid in full
- _____ “As Built” drawings furnished (4 sets)
- _____ 18 Month Maintenance Bond (15% of project cost)
- _____ Easements recorded
- _____ Bill of Sale
- _____ Conditional Acceptance inspection
- _____ *Conditional Acceptance Certificate issued
- _____ Release of Performance Bond
- _____ Final Inspection 60 days prior to Maintenance Bond expiration
- _____ *Final Acceptance Certificate issued
- _____ Release of Maintenance Bond
- _____ Reconcile Developer’s Deposit; return balance within 120 days

* Requires Board Approval