

## Pierce County SSMA Document Review Requirements Checklist

**Water System:** \_\_\_\_\_

**Date:** \_\_\_\_\_

<b>CWSP and Pierce County Code Requirements</b>	<b>Y/N</b>	<b>Pg #</b>
<p>A Satellite System Management Agency (SSMA) providing management and operations for its own system (a new system for which no existing SSMA will provide services) may rely on the experience of their operating personnel to meet one of the first four requirements</p> <ol style="list-style-type: none"> <li>1. Demonstrated current or prior ownership and/or operation of approved water system(s) of similar or greater complexity in Pierce County, provided those systems were built and maintained in accordance with applicable laws; or</li> <li>2. Demonstrated current or prior ownership and/or operation of approved water system(s) of similar or greater complexity within another county, state or municipality, provided sufficient information and technical data on system design, maintenance and operation standards are submitted to allow for valid comparison with similar local systems and all applicable laws; or</li> <li>3. Demonstrated experience in the design, construction, testing and maintenance of approved water system(s) of similar or greater complexity in Pierce County, provided those systems were built and maintained in accordance with all applicable laws; or</li> <li>4. Demonstrated experience in the design, construction, testing and maintenance of approved water system(s) of similar or greater complexity within another county, state or municipality, provided sufficient information and technical data on system design, maintenance and operation standards are submitted to allow for valid comparison with similar local systems and all applicable laws.</li> </ol>		
<p>Sufficient qualified operating personnel to assure service to customers on all systems managed. The minimum requirement shall be Water Distribution Manager I as identified by the State of Washington, Department of Health (DOH) requirements and WAC 246-292 and 293. The required certification level shall be based upon the requirements of the largest system served.</p>		
<p>A written plan delineating twenty-four hour emergency response services available to all customers. The emergency response services plan must include the method(s) proposed for actions in response to emergencies.</p>		
<p>A written operations plan submitted for satellite system management.</p>		
<p>Financial plan and capability to meet capital improvements scheduled for satellite systems.</p>		
<p>In order to maintain a pre-qualified status, an SSMA must submit a yearly report of water systems owned or managed, water systems whose contracts with the SSMA have lapsed or were terminated during the previous year, and water systems currently under pending departmental order from DOH or the Tacoma-Pierce County Health Department (TPCHD).</p>		

05-25-10

## **Satellite System Management Plan/Report Submittals**

### ***Requirements for County Review:***

- Water purveyors shall submit documentation to the Pierce County Planning and Land Services (PALS) Department of qualifications to provide direct service for satellite system management and that they have submitted the necessary information to DOH.
- In order to maintain a pre-qualified status, an SSMA must submit a yearly report of water systems owned or managed water systems whose contracts with the SSMA have lapsed or were terminated during the previous year, and water systems currently under pending departmental order from DOH or the Tacoma-Pierce County Health Department (TPCHD).

### ***Complete Submittals will include:***

- One hard copy of SMA Plan or Report and four CDs that include a complete copy of the document (i.e. all figures, maps, and appendices).
- A completed Time & Materials (T&M) Information Form.
- A completed Pierce County SMA Plan Review checklist.
- A \$500.00 non-refundable deposit (checks made out to Pierce County PALS).

### ***Re-submittals will include:***

- Only changed pages will be submitted (i.e. maps or figures) that address review comments.
- A cover letter clearly describing how the comments were addressed and where the comments are located in the submittal.
- One CD that includes the proposed changes to the document.