



Town of Pittsboro, North Carolina

Engineering Department

Memorandum

To: Mayor Bill Terry and the Town Board of Commissioners

From: Fred Royal, PE, Town Engineer 

Re: New Reclaimed Water System Specifications and Standard Details, New Public Infrastructure Acceptance Policy and existing Town specification revisions

Date: November 9th, 2015

Background and Discussion

On October 12, 2015 the Town Board of Commissioners (BOC) received a staff memorandum addressing the need, review and recommendation to approve new specifications for the Town Reclaimed Water Distribution System. BOC did not approve the specifications and asked staff to receive further comments. Since that date, comments have been received and staff has worked to complete these specifications as well as develop associated standard details. Staff has compiled draft standard details (included in this packet) and will complete them as soon as possible. As soon as the specifications and standard details have been finalized, they will be published and posted on the Town website.

In addition to new reclaimed specifications and standard details, staff has developed new public infrastructure acceptance procedures. These procedures are recommend as a result of new development standards, larger and more complex development projects coming forward and the need for the Town to have a formal and standardized process for warranty, final inspections and final acceptance. We believe that these standards will assist staff with this process as new development is constructed. This draft document requires the Town Attorney and Town Manager to review and comment prior to finalization.

During this process, staff has reviewed other existing specifications and has made revisions to these to meet current standards, change nomenclature, references, materials notes and construction inspection requirements. These revised sections are listed below and are included in this report.

It was described in the October 12 memo that the Chatham Park development requested and received approval to install reclaimed water lines in the subdivision where Medical Office

Buildings 1, 2 and Hospice are currently being constructed. That system was generally designed, permitted and constructed using the existing Town of Cary Specifications and Standard Details for reclaimed water as well as the Town of Pittsboro potable water infrastructure, where applicable.

As the construction of the reclaimed water systems are now underway and will continue to increase, staff recommends that the BOC approve these new and revised specifications and standard details tonight. It is also recommended that BOC authorize the Town Manager to make administrative changes to these documents as deemed necessary and without further BOC approval for efficiency of time. This may include text edits, formatting, Table of Contents, minor technical edits, etc. We believe that with final staff reviews and minor edits, we will have these new and revised specifications and standard details finalized and posted on the website within several weeks.

Revisions to the existing utility specifications are required to meet new or improved construction (industry standard) practices, change the name of agencies (ie: NC Department of Environmental Quality from NCDENR), references of staff for inspection procedures, etc. The revised and new sections are listed below:

- Revised** Section 1 – Engineering Plan Review and Project Approval
- Revised** Section 2 – General Provisions for Utility Construction
- Revised** Section 3 – Public Water Distribution Construction
- Revised** Section 4 – Sewer System Construction
- NEW** Section 6 – General Provisions Reclaimed Water Distribution System
- NEW** Section 7 – Public Infrastructure Acceptance Procedures

Reclaimed water systems will be a major part of the Town's water efficiency and management strategy in the future. Therefore, new development should be required to install these systems wherever it is practical. Staff will bring forward a draft Water Efficiency ordinance in the coming months addressing these issues. These new and revised specifications and standard details are a key component to ensure proper permitting, design, installation, approval and acceptance of reclaimed water systems and all other utilities in Pittsboro.

Recommendation

Staff recommends that the BOC approve the proposed new Reclaimed Water Specifications and Standard Details, new infrastructure acceptance policy and revised specifications listed above. It is also recommended that the BOC authorize the Town Manager to make administrative changes to these documents and finalize them without further BOC review and approval.