



**RULE AND REGULATION NO. 09-05:**  
**Department of Public Utilities**  
**Effective July 27, 2009**

**July 2009**

Pursuant to Columbus City Code §1131.02 and §1103.06, the Director of the Department of Public Utilities (“DPU”) hereby adopts, establishes, and publishes these rules and regulations to be effective on July 22, 2009. These rules and regulations are in addition to any requirements presently established or as may be established from time to time by Ordinance or Resolution of City Council or by rules and regulations that may be adopted by the Department of Public Utilities or other offices, boards, commissions, agencies, divisions, or departments of the City.

**DIRECTOR’S REGULATIONS PURSUANT TO CITY CODE CHAPTERS 1103 and 1131 TO ESTABLISH REQUIRED AUTHORIZATIONS FROM THE DPU DIRECTOR PRIOR TO WORK ON CITY WATER AND SEWER LINES.**

Pursuant to Columbus City Code, the Director establishes the following procedures for obtaining contractor authorizations to work on the City’s water or sewer lines.

**PURPOSE:** The purpose of this rule and regulation is to ensure that contractors who work on the City’s water and sewer lines have the minimum qualifications and experience.

**A. Current licensed sewer contractors working on City sewer lines**

1. Licensed sewer contractors under City Code § 4114 as of July 22, 2009 must submit a pre-approval application on a form prescribed by the DPU Director to the DPU Contractor Review Committee, 910 Dublin Road, Columbus, Ohio 43215 no later than August 31, 2009 to continue to work on sewer lines after that date.
2. No additional bond or fee will be required.
3. Failure to timely submit the application will disqualify the company or individual from working on City sewer lines until the required authorization and license are obtained.

**B. Current licensed sewer contractors working on City water lines**

1. Currently licensed sewer contractors that have demonstrated prior experience in the installation and/or repair of water systems (including water service lines and taps) must submit a pre-approval application on a form prescribed by the DPU Director to the DPU Contractor Review Committee, 910 Dublin Road, Columbus, Ohio 43215 no later than August 31, 2009 to continue to work on City water systems after that date.
2. The sewer license will be converted to a water/sewer contractor license by the Licensing Section.
3. No additional bond or fee will be required.
4. Failure to timely submit the application will disqualify the company or individual from working on both City water and sewer lines until the required authorization and license are obtained.

Utilities Complex	910 Dublin Road	Columbus, Ohio 43215
Director’s Office	614/645-6141	FAX: 614/645-8019 TDD: 614/645-6454
Power and Water Division	614/645-7020	FAX: 614/645-8177 TDD: 614/645-7188

Fairwood Complex	1250 Fairwood Avenue	Columbus, Ohio 43206
Sewerage and Drainage Division	614/645-7175	FAX: 614/645-3801 TDD: 614/645-6338

C. New applications

1. Application  
Contractors who wish to work on City sewer lines and/or water systems must complete a pre-approval application on a form prescribed by the DPU Director to the DPU Contractor Review Committee, 910 Dublin Road, Columbus, Ohio 43215.
2. Minimum Experience  
Applicants for a sewer authorization and license, a water authorization and license, or a combined water/sewer authorization and license shall provide evidence in writing that they have:
  - a. at least three years of cumulative work experience under the supervision of a Columbus or other recognized jurisdiction's licensed contractor on sewer lines, water systems (including water service lines and taps), or combined sewer and water lines or systems; or
  - b. a current, valid license as a contractor in another recognized city, county, or state to work on sewer, water, or combined sewer/water lines or systems; or
  - c. two full years of experience working on sewer lines, water systems, or combined sewer/water lines or systems.
3. Interview  
Applicants must successfully pass an in-person interview conducted by an appointed DPU review panel at the DPU administrative offices located at 910 Dublin Road, Columbus Ohio 43215 prior to issuance of the authorization.
4. Upon approval of the application and issuance of the authorization, DPU will forward it to the Licensing Section of Building Services within the Department of Development for final review and approval and issuance of the license.
5. Applicants must complete the licensing process with Building Services by obtaining a \$25,000 surety bond, providing proof of insurance, and paying all applicable fees to the Licensing Section.

D. Expiration and Renewal of DPU Authorization

1. Beginning Fall Quarter 2009, Director authorizations shall expire at the end of the quarter designated for persons whose surnames initial letter falls within that quarter's range as follows:

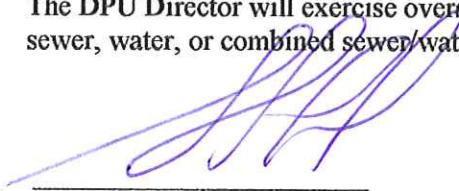
Quarter	Range of Initials	Expiration Date
Fall	A through F	December 31
Winter	G through L	March 31
Spring	M through R	June 30
Summer	S through Z	September 30

2. Failure to renew and/or complete the renewal process of a Director's authorization under this rule within thirty calendar days following its expiration shall require a new application.

E. Oversight of Authorizations and Licenses

1. Pursuant to CC 4114.003, the Boards of Review will continue to exercise their oversight of Department of Development issued licenses.
2. The DPU Director will exercise oversight of DPU authorizations and may revoke a sewer, water, or combined sewer/water authorization for good cause shown.

APPROVED:

  
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Tatyana Arsh, P.E., Director  
Department of Public Utilities

7/17/09  
DATE