

Water Main Shutdown Procedures Tie-ins and Loops

Planning:

- LWS spends significant time coordinating service interruptions. Adhering to schedule is imperative. Rescheduling is disruptive.
- Be aware of potential critical customers such as medical offices, dental facilities, beauty salons, food sales, production facilities, etc. Knowing these customers exist on a shutdown should raise a flag about how and when the shut down is scheduled.
- Contact LWS 48 hours in advance to allow planning and customer notifications per Standard Specifications. LWS will attempt to work with shorter notifications between 24 hours – 48 hours when possible.
- Expose pipe in advance when possible to determine whether offsets or fittings are necessary and pipe diameter regarding use of dual purpose sleeves.
- Use of hydro excavation may be considered and reimbursed by the city to determine vertical extend of water main and utility crossings if information can provide more expedite shut down.
- How will tie-in be performed:
 - Materials such as dual purpose sleeves, all fittings, retainer glands, offsets.

Execution:

- Labor:
 - Have sufficient staff available. Minimum of a three person crew for 6”-12”. Additional staff for larger mains
 - A certified job foreman must be present.
- Equipment:
 - Pumps sufficient to quickly dewater residual water and to pump leakage past valves.
 - Backhoe, loaders and lifting equipment all present and functional.
 - Lighting for night operations.
 - Dual purpose sleeves, retainer glands, fittings, poly warp to complete job.
- Work performed in advance of shut down:
 - Complete excavation to pipe. See drawing for dimensions.
 - Preassembly of fittings above ground when efficient
 - Crushed rock in excavation to provide footing and limit contamination.
- Work performed after shut down:
 - Cut pipe on bottom and sides in manner to dewater pipe quickly and to avoid water spray
 - Use cut out section for measurement when possible.
 - Use filler rings to fill gap and prevent movement in pipe
 - Disinfect fittings and pipe with chlorine solution.
 - Work shall continue uninterrupted until placed in service.