

## **NOTICE CALLING FOR BIDS**

NOTICE IS HEREBY GIVEN that the City/County Public Works Authority will accept sealed bids up to 2:00 PM, September 30, 2024 at the City Clerk's Office, P.O. Box 399, City of Moore Haven City Hall, 299 Riverside Drive, Moore Haven, Florida 33471 for the following project: Various Sewer Hookups within the City of Moore Haven.

Scope of Services: To provide all materials and labor to hookup residential sewer. The contractor is also responsible for securing all necessary permits and inspection fees.

Bid Opening: 2:00 PM, September 30, 2024, in the Council Chambers, City of Moore Haven City Hall, 299 Riverside Drive, Moore Haven, Florida 33471.

Notice is hereby given that the City/County Public Works Authority acting by and through its Governing Board, hereinafter referred to as "City/County", will receive up to, but not later than, the above-stated time, sealed bids for the award of a contract for the above project. Bids shall be received in the place identified above. Those bids timely received shall be opened and publicly read aloud at the above-stated time and place.

Plans and specifications and Project documents are on file at the City of Moore Haven, City Hall at no charge. They can be obtained by contacting Melissa Arnold at (863)946-0711.

The CITY/COUNTY reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City/County Public Works Authority.

**CITY OF MOORE HAVEN  
BID FORM  
SEWER HOOKUP PROJECT**

The above includes all the necessary excavations, fill and removal of materials attendant upon the construction of the work complete in place, and the disposal of all excess material and the final cleaning up of the work. The undersigned bidder hereby proposes to begin work within the time specified in the General Conditions after the Public Works Superintendent has given notice and to complete the work within **90 calendar days** thereafter. The undersigned bidder hereby certifies that he has received all the Addenda listed below and has incorporated them into his Bid listed herein. Addenda:

\_\_\_\_\_. Failure to acknowledge any and all addenda will render to bid non-responsive and no further evaluation of the bid will occur. The undersigned bidder has not divulged to, discussed, or compared this bid with other bidders, and has not colluded with any other bidder or parties to a bid whatever. The undersign bidder certifies that as a condition of bidding he will hold good his bid prices for a minimum period of **ninety** calendar days from the date bids are opened.

_____	_____
Date	Firm
_____	_____
Witness	Signature
_____	_____
Witness	Title
_____	_____
Firm Name	Firm Telephone Number
_____	_____
Firm Address	Firm Fax Number
_____	_____
Web Site	Email Address

The above signed bidder acknowledges that he may be required to furnish additional information as deemed necessary by the Public Works Superintendent, to update their records should he be awarded the described herein.

The above signed bidder affirms that he has or will obtain all equipment necessary to complete the work described, that he has or will obtain and pay for all required permits and licenses from the appropriate agencies, and that his firm is authorized to do business in the State of Florida.

The above signed bidder has not divulged to, discussed with, or compared this bid with the other bidders, and has not colluded with any other bidder or parties to a bid whatsoever. Further, the undersigned guarantees the truth and accuracy of all statements and answers contained in this proposal.



# SEPTIC ABANDONMENT ONLY BID LIST

ADDRESS	COST
799 AVENUE A	
885 AVENUE A	
703 NW AVENUE A	
756 AVENUE A	
728 AVENUE A	
714 AVENUE A	
785 AVENUE B	
756 AVENUE B	
698 AVENUE B	
799 NW 6TH ST	
743 AVENUE C	
699 AVENUE C	
685 AVENUE C	
657 AVENUE C	
798 AVENUE C	
784 AVENUE C	
770 AVENUE C	
756 AVENUE C	
684 AVENUE C	
799 AVENUE D	
743 AVENUE D	
715 AVENUE D	<b>DONE</b> —
685 AVENUE D	
601 5TH STREET	
784 AVE D	
742 AVE D	
728 AVE D	
656 AVE D	
614 AVE D	
771 AVE E	<b>DONE</b> —
743 AVE E	
657 AVE E	

515 AVE E	
443 AVE E	
770 AVE E	
742 AVE E	
714 AVE E	
670 AVE E	
656 AVE E	
600 AVE E	
514 AVE E	
500 AVE E	
414 AVE F	DONE —
356 AVE F	
342 AVE F	
542 AVE F	DONE —
514 AVE F	
756 AVE D	
<b>TOTAL COST</b>	

## CONNECTING TO CITY SEWER

1. OBTAIN SEWER CONNECTION INSTRUCTIONS AND INFORMATION PACKET FROM CITY HALL.
2. OBTAIN SEPTIC TANK ABANDONMENT PERMIT FROM GLADES COUNTY HEALTH DEPARTMENT.
3. OBTAIN PLUMBING PERMIT FROM GLADES COUNTY BUILDING DEPARTMENT.
4. RETURN TO CITY HALL WITH THE ABOVE PERMITS AND FINAL INSPECTION APPROVAL FORM FOR THE ABANDONMENT PERMIT AND THE COMPLETED CCPWA APPROVAL FORM.

## **Subject: Permit requirements and instructions for Sanitary Sewer Connections**

This package contains important information for property owners and plumbing contractors on requirements for obtaining permits, for abandoning your existing septic system, as well as connection to the new sewer tie-in for a new sewer tap. Following is a checklist to help you obtain all necessary permits and forms to complete the project:

**All new sanitary sewer connections require two mandatory permits:**

- 1. A plumbing permit from the Glades County Building Department, located at 250 6<sup>th</sup> Street.** The Glades County Plumbing Permit is \$89.00, under the South Florida Building Code Section 4601.5, can be obtained by a Licensed Contractor or the homeowner. (Permits are issued to homeowners of a single family residence or duplex, provided such plumbing work is done by the homeowner and the homeowner resides at the address where the plumbing permitted work is being performed.)
- 2. Permit approval from the City/County Public Works Authority, located at City of Moore Haven City Hall located at 299 Riverside Drive.** The Information for approval form must be completed and presented to the City Clerk for approval. All information on the form must be completed. The legal description/subdivision name can be found on the property tax bill if there is no survey.

The City/County Public Works Authority requires an inspection fee of \$25.00 and a deposit of \$60.00.

In addition to the 2 required permits listed above, other forms may be required depending on the cost of the project, including:

A Notice of Commencement, if the total cost of installing the sewer line exceeds \$2,500. A Notice of Commencement can be obtained from Clerk of Circuit Court, located at the Glades County Courthouse, 500 Avenue J. This Notice of Commencement form is attached, along with the instructions for completion and recording.

An owner affidavit, if a homeowner applies for the plumbing permit, the owner will be required to sign a notarized plumbing permit application.

When the required Glades County plumbing permit application is submitted to the City of Moore Haven, the approved City/County Public Works Authority forms and a copy of the recorded notice of commencement (if required) must be attached. The Original recorded notice of commencement is required to be on the job site when a plumbing inspection is performed.

All required permit applications, an owner/builder form and a notice of commencement are attached for your convenience.

If the owner is presently using a septic tank system, the owner/contractor must also apply for a Department of Health Septic Abandonment permit, \$50.00. Further questions on septic tank abandonment may be directed to the Glades County Health Department at 863-946-0212.

## **SEWER CONNECTION INSTRUCTIONS**

**The following steps and inspections are required for connecting a building sewer to the new sewer tap:**

1. Find the location of building sewer line, it comes from under the building and connects to the septic tank. It may be easier to locate the septic tank first and then find the plumbing drain line going into the septic tank. Once you have located the plumbing line you can determine where you want to cut the line going into the tank and reroute to the new sewer lateral. The sewer lateral location should be marked by a small concrete slab and a metal plate. This would be at the property line either in the alley or on the street side of your property. If no location is marked, contact the City of Moore Haven at 299 Riverside Drive or call (863)946-0711.
2. Before digging at the property line, to locate the sewer lateral, you should contact Sunshine Locator at 1-800-432-4770. They will provide the free service of locating buried cables, electric lines and other utilities that may be underground on or near your property. Once the locator has provided you with the correct locations of the various utilities, and you have the proper permits, you may begin digging at the sewer lateral location and find the connection point (somewhere between 3 and 5 foot in depth). Once the depth of both pipes has been determined you can begin digging from the septic tank pipe location. You will need to excavate deep enough to ensure a minimum of 12 inches of cover will be provided over the new sewer line. A minimum of 1/8" per foot fall (for every 8 feet of pipe installed, there is 1 inch of downward slope) on all pipe is required to the point of connection to the sewer tap. See detail (A) for starting depth of ditch and installation requirements for sewer line. (The starting depth of digging needs to be a minimum of 16" from finish grade, providing there is 4" sewer pipe will be placed. After the installation of the sewer pipe, a minimum of 12" of fill is required to be installed above the sewer pipe. The first 6" above the sewer pipe must be sand.
3. After digging the trench for pipe, begin installation of pipe and fittings (min. 1/8" per foot fall). Always use PVC cleaner and glue for PVC connections. See attached page for correct fittings and proper locations. Be sure to use proper adapters when going from dissimilar pipes (i.e. PVC, cast iron, etc.).
4. A 4" 2-way cleanout tee (1) is required within 5 feet of the building (near septic tank location). From here a 4" cleanout is required to be installed every 75'. All cleanouts and TY's are required to extend up to finish grade with a threaded plug for easy access. Cleanouts installed in vehicular traffic paved areas shall be protected from breakage by use of cleanout box with metal lid (valve box).

5. Once all pipe is installed it must be inspected by the Public Works Department and the Building Inspector, therefore leave all trenches open and pipe exposed. Once the Building Inspector and Public Works Department has completed the inspection you may then proceed to backfill.
  
6. All existing septic tanks must be abandoned according to State of Florida regulations. You must contact the Glades County Health Department at (863)946-0212.



STATE OF FLORIDA  
 DEPARTMENT OF ENVIRONMENTAL PROTECTION  
 ONSITE SEWAGE TREATMENT AND DISPOSAL  
 SYSTEM (OSTDS)

PERMIT NO. \_\_\_\_\_  
 DATE PAID: \_\_\_\_\_  
 FEE PAID: \_\_\_\_\_  
 RECEIPT #: \_\_\_\_\_

APPLICATION FOR CONSTRUCTION PERMIT

APPLICATION FOR:

New System       Existing System       Holding Tank       Innovative  
 Repair       Abandonment       Temporary       \_\_\_\_\_

APPLICANT: \_\_\_\_\_ EMAIL: \_\_\_\_\_

AGENT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TO BE COMPLETED BY APPLICANT OR APPLICANT'S AUTHORIZED AGENT. SYSTEMS MUST BE CONSTRUCTED BY A PERSON LICENSED PURSUANT TO 489.105(3) (m) OR 489.552, FLORIDA STATUTES. IT IS THE APPLICANT'S RESPONSIBILITY TO PROVIDE DOCUMENTATION OF THE DATE THE LOT WAS CREATED OR PLATTED (MM/DD/YY) IF REQUESTING CONSIDERATION OF STATUTORY GRANDFATHER PROVISIONS.

PROPERTY INFORMATION

OSTDS REMEDIATION PLAN? [ Y / N ]

LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_ PLATTED: \_\_\_\_\_

PROPERTY ID #: \_\_\_\_\_ ZONING: \_\_\_\_\_ I/M OR EQUIVALENT: [ Y / N ]

PROPERTY SIZE: \_\_\_\_\_ ACRES WATER SUPPLY: [ ] PRIVATE PUBLIC [ ] <=2000GPD [ ] >2000GPD

IS SEWER AVAILABLE AS PER 381.0065, FS? [ Y / N ] DISTANCE TO SEWER: \_\_\_\_\_ FT

PROPERTY ADDRESS: \_\_\_\_\_

DIRECTIONS TO PROPERTY: \_\_\_\_\_

BUILDING INFORMATION

RESIDENTIAL       COMMERCIAL

Unit No.	Type of Establishment	No. of Bedrooms	Building Area Sqft	Commercial/Institutional System Design Table I, Chapter 62-6, FAC
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
4	_____	_____	_____	_____

Floor/Equipment Drains       Other (Specify) \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



BUILDING PERMIT APPLICATION

Permit Number: \_\_\_\_\_ FBC 20207<sup>th</sup> Edition

Check applicable box:

Owner Information

Check if Owner-Builder\*

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor Information

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Email: \_\_\_\_\_

New Construction

Renovation (APPLICABLE ASBESTOS AFFIDAVIT REQUIRED)

Is this project located in a Special Flood Hazard Area? \_\_\_\_\_ YES \_\_\_\_\_ NO

Is this a SHIP project? \_\_\_\_\_ YES \_\_\_\_\_ NO

Project Property Information

Parcel ID #: \_\_\_\_\_

Street Address: \_\_\_\_\_

Project Information

Project Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Cost of Construction: \$ \_\_\_\_\_

NOTICE: In addition to the requirement of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county. All other applicable state or federal permits must be obtained before commencement of the permitted development.

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit; that all information in this application or attached as documentation to this application is accurate; and that all work will be performed to meet the standards of all laws regulating construction and land use in this jurisdiction.

Owner-Builder/Contractor's Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

OR

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF GLADES

STATE OF FLORIDA  
COUNTY OF GLADES

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_  
(Name of Owner/Contractor's Agent)

\_\_\_\_\_  
(Name of Owner/Contractor's Agent)

\_\_\_\_\_  
(Notary Public)

\_\_\_\_\_  
(Notary Public)

(Notary Stamp)

(Notary Stamp)

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Type of ID: \_\_\_\_\_

Type of ID: \_\_\_\_\_

WARNING TO PROPERTY OWNER:

WHEN A CONTRACT COST/COST TO BUILD IS \$2,500 OR MORE you must record a Notice of Commencement. Your failure to record a Notice of Commencement may result in your paying twice for improvements to your property. If you intend to obtain financing, it is recommended that you consult with your lender or an attorney before recording your Notice of Commencement.

08/09/2023



### Contractor Assignment and Authorization

Each contractor and/or subcontractor must sign this form prior to permits being issued for that trade. By signing this form, the contractor accepts responsibility for work performed by authorization of the permit issued for this project and agrees to comply with all applicable laws, codes, ordinances, and regulations that govern the work.

Permit Type	Contractor Print Name Clearly	License Number	Contractor's Signature	Date
Building				
Mobile Home				
Electrical				
Plumbing				
Mechanical				
Aluminum				
Gas				
Roofing				
Drywall				
Carpentry				
Masonry				
Concrete				

#### Required Documents Descriptions

- 1 **One Paper Set and one digital of Plans for Residential Projects. Two Paper Sets and One digital set of Plans for Commercial Projects. We will accept 11 x 17 as long as all details are legible, otherwise submit standard size.**

The plans must show specific details of the work. When applicable, the plans shall include the electrical, mechanical, plumbing and gas plans ( isometrics HVAC & Plumbing) for the project.

When the permit is issued, one set will be returned. It must be retained at the construction site and made accessible to the building inspector.

- 2 A **Site Plan** is required for all structural permits. 1 paper and one digital

#### SITE PLAN REQUIREMENTS:

A site plan must be drawn to scale; it can be drawn on a copy of the property survey if a survey is available. It must show the actual dimensions and shape of the lot to be built upon; the exact sizes and locations of already existing structures, if any; the location and dimensions of the proposed structures or alterations; and the distance between structures on the property. The plan must also show adjacent roads and the distance to property lines from existing and proposed construction. When present, the location of the well and septic systems must be shown. Existing and new construction must be appropriately labeled on the site plan. When new structures are proposed in a Mobile Home or RV Park, the site plan must also show the distance between the new construction and the nearest surrounding structures on adjacent lots.

- 3 A **Property Survey (For County Only)** is required, except for those situations listed below. (1 original paper copy & one digital  
The survey shall show all existing structures and easements and include an accurate **legal description** of the property. Exemptions:
  - a) The structure is in a Mobile Home or RV Park.
  - b) The structure is accessory to a residence and is going to be secured against high winds or floods by soil anchors.
  - c) The parcel is more than 5 acres and the proposed structure is 75 feet or more from all property lines.
- 4 a) **Potable water or well, 1 copy.**



Community Development Department

Street Address: 198 6<sup>th</sup> Street SW

Moore Haven, Florida 33471  
Phone: (863) 946-6018 • Fax (863) 946-1535

Mailing Address: P.O. Box 1527

- If the property is not located within a potable water utility service area, a copy of your drinking water well construction permit from the Health Department is required.
  - If within a potable water utility service area, a copy of the letter verifying availability of service is required.
- b) **Sanitary sewer or septic, 1 copy.**
- If the property is not located within a sanitary sewer utility service area, a copy of your septic tank construction permit or system verification from the Health Department is required.
  - If the property is located in a sanitary sewer utility service area, a letter verifying availability of service is required.
- 5 **Right-of-way construction approval, 1 copy.**  
If on a county-maintained right-of-way an approved Right-of-Way permit.  
If on a State-maintained right-of-way, verification that the project has been reviewed and approved by FDOT.  
If on a private road, approval of the applicable maintenance entity or verification of no maintenance entity.
- 6 **One paper, one digital copy of Completed, signed Florida Energy Code form (Central Zone 7) for buildings and additions subject to energy code. Include two complete forms & two cover sheets. Provide equipment load sizing calculation for heating/cooling equipment. (Manual J, Manual N or equivalent)**
- 7 **One paper , one digital of the Truss layout and Truss Engineering.**
- 8 **One paper , one digital completed copies of the Glades Co. Mobile Home Installation Plan Review Workbook.**
- 9 **Authorized aluminum engineering One paper and one digital details showing connections, foundations, spans, material specifications and design of the aluminum structure.**
- 10 **Contract/Cost to build documentation:** detailed documentation of costs including, but not limited to, the value of all structural, electrical, plumbing, mechanical, interior finish, and normal site prep work, architectural and design fees, marketing costs, overhead and profit. Only land values are excluded.
- 11 **One paper, one digital Copies of the full Florida Product Approval or NOA for Roofing, Doors and Windows.**
- 12 **Proof of ownership, 1 copy.** Necessary only if the property was recently purchased and the Property Appraiser's on-line information does not yet reflect the change of ownership.
- 13 **Commercial only Stormwater pollution prevention plan –1 copy**  
The plan must include name of responsible person, description of the procedures to be used to control erosion, sedimentation and air pollution, site map, inspection schedules, and methods to ensure all entities on site minimize activities that cause pollution. The plan must also include how materials, including but not limited to paint, concrete, aggregate, fertilizer, pesticides and fuels on the construction site which are capable of causing stormwater pollution will be handled and stored in order to prevent such pollution.
14. **Commercial Landscape and Buffering Plan, 1 copy**
15. **Documentation of SHIP approval , 1 copy**
16. **Verification of address from E911 for new construction, 1 copy.**



OWNER BUILDER DISCLOSURE STATEMENT

F.S. 489.103(7)(c) To qualify for exemption, an owner must personally appear and sign the building permit application and must satisfy local permitting agency requirements. A Trust, LLC or Corporation DOES NOT meet the requirement for owner-builder status.

My understanding of the following is that

- 1. State law requires construction to be done by a licensed contractor and have applied for an owner-builder permit under an exemption from the law. The exemption specifies that I, as the owner of the property listed, may act as my own contractor with certain restrictions even though I do not have a license.
2. Building permits are not required to be signed by a property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.
3. As an owner-builder, I am the responsible party of record on a permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own name. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on permits and contracts.
4. I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building if the costs do not exceed \$75,000. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease. If a building or residence that I have built or substantially improved myself is sold or leased within 1 year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the exemption.
5. As the owner-builder, I must provide direct, on site supervision of the construction.
6. I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the licenses required by law and by county or municipal ordinance.
7. It is a frequent practice of unlicensed persons to have the property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner-builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My home owner's insurance may not provide coverage for those injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
8. I may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide workers' compensation for the employee. I understand that my failure to follow these laws may subject me to serious financial risk.
9. As the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.
10. I may obtain more information regarding my obligations as an employer from the Internal Revenue Service, the United States Small Business Administration, the Florida Department of Financial Services, and the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at (850)-487-1395 or www.myfloridalicense.com for more information about licensed contractors.
11. I am aware of, and consent to, an owner-builder building permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the following address:
12. I agree to notify Glades County Building Department immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure.

Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the Construction Industry Licensing Board and Department of Business and Professional Regulation may be unable to assist you with any financial loss that you sustain as a result of a complaint. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if an unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner-builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage.

Before a building permit can be issued, this disclosure statement must be completed and signed by the property owner and returned to the local permitting agency responsible for issuing the permit. A copy of the property owner's driver license, the notarized signature of the property owner, or other type of verification acceptable to the local permitting agency is required when the permit is issued.

BEFORE ME, the undersigned authority, this \_\_\_ day of \_\_\_, \_\_\_ personally appeared \_\_\_\_\_, who is personally known to me or who has (have) produced his/her \_\_\_\_\_ as identification.

Signature of Property Owner Date

Notary Public Stamp

Permit No: \_\_\_\_\_

Property ID No: \_\_\_\_\_

**NOTICE OF COMMENCEMENT**  
State of FLORIDA, County of GLADES

THE UNDERSIGNED hereby gives notice that improvement(s) will be made to certain real property. In accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

1. Description of property: \_\_\_\_\_
2. General description of improvement \_\_\_\_\_
3. Owner Information (a Lessee is considered an Owner):
  - a) Name and mailing address: \_\_\_\_\_  
\_\_\_\_\_
  - b) Interest in property: \_\_\_\_\_
  - c) Name and address of fee simple titleholder (if different from Owner listed above): \_\_\_\_\_  
\_\_\_\_\_
4. Contractor Information:
  - a) Company name and mailing address: \_\_\_\_\_  
\_\_\_\_\_
  - b) Phone Number: \_\_\_\_\_
5. Surety (if applicable, a copy of the payment bond is attached):
  - a) Name and mailing address: \_\_\_\_\_  
\_\_\_\_\_
  - b) Amount of Bond: \$ \_\_\_\_\_
  - c) Phone Number: \_\_\_\_\_
6. Lender:
  - a) Name and mailing address: \_\_\_\_\_
  - b) Phone Number: \_\_\_\_\_
7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13(1) (a) 7., Florida Statutes:
  - a) Name and mailing address: \_\_\_\_\_  
\_\_\_\_\_
  - b) Phone number of designated person: \_\_\_\_\_
8. In addition to himself or herself, Owner designates the following person(s) to receive a copy of the Lienor's Notice:
  - a) Name and mailing address: \_\_\_\_\_  
\_\_\_\_\_
  - b) Phone number: \_\_\_\_\_
9. Expiration date of Notice of Commencement (the expiration date is 1-year from the date of recording, unless a different date is specified): \_\_\_\_\_

**WARNING TO OWNER: any payments made by the owner after the expiration of the Notice of Commencement are considered improper payments under Chapter 713, Part 1, Section 713.13, Florida Statutes, and can result in your paying twice for improvements to your property. A Notice of Commencement must be recorded and posted on the job site before the first inspection. If you intend to obtain financing, consult with your lender or an attorney before commencing work or recording your notice of commencement.**

\_\_\_\_\_  
Signature of Owner or Owner's Authorized Officer/Director/Partner/Manager if a Corporation

\_\_\_\_\_  
Signatory's Title/Office

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_ who is personally known to me or has produced \_\_\_\_\_ as identification.

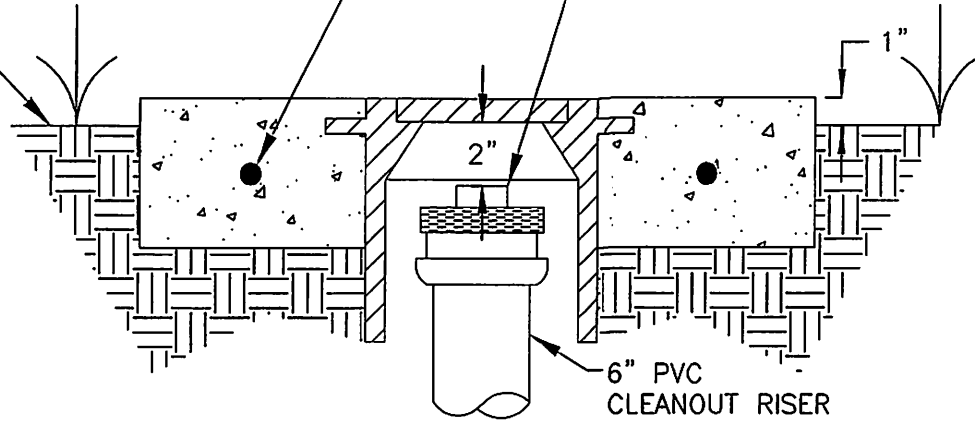
Notary Stamp

\_\_\_\_\_  
Signature of Notary Public-State of Florida

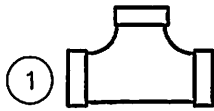
POUR CONCRETE 1" ABOVE GRADE IN  
SODDED AREAS @ 24"X24"X4" THICK  
W/ #4 REBAR @ 9" O.C. E.W.

CLEANOUT ADAPTER (S X FPT)  
W/ THREADED PLUG

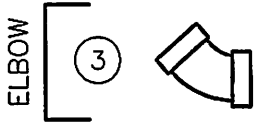
FINISHED  
GRADE



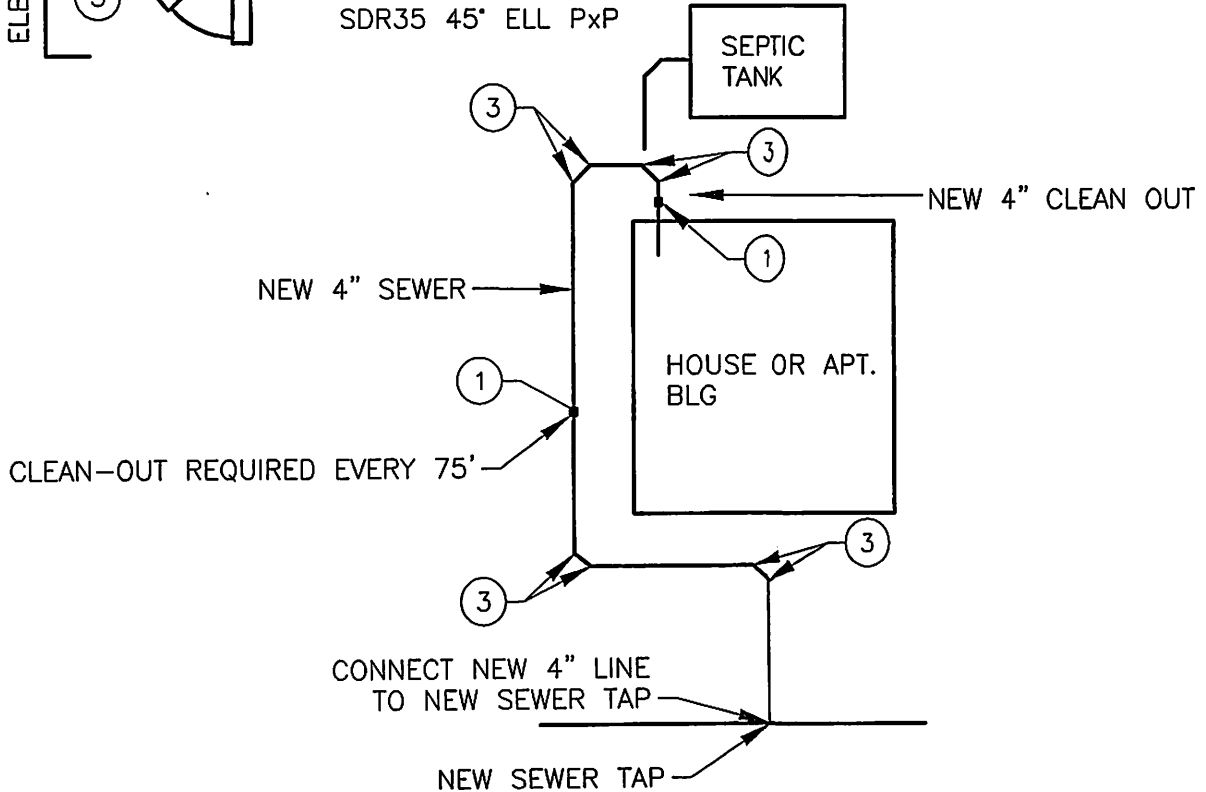
TYPICAL CLEANOUT DETAIL



SDR35 2-WAY CLEANOUT TEE P x P x P



SDR35 45° ELL P x P



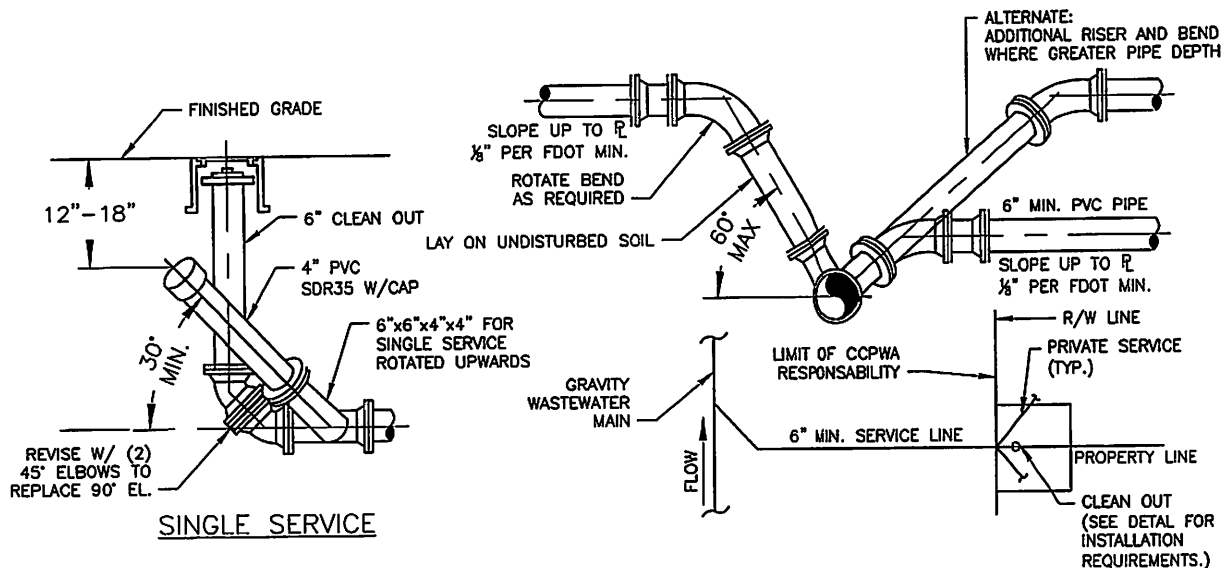
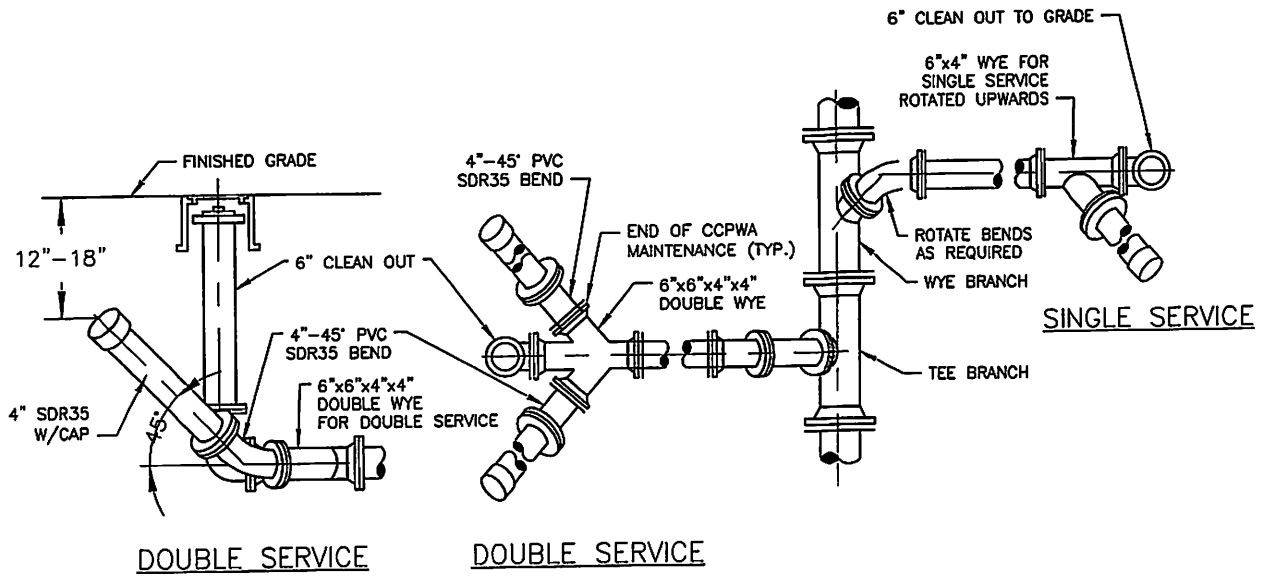
CITY-COUNTY PUBLIC WORKS AUTHORITY - MOORE HAVEN, FLORIDA

REVISION  
SEP-2023

SEWER TIE-IN FOR NEW SEWER TAP

PAGE No

P:\Cities\_Villages\_Towns\Sabrina\08-25-065 Sabrina\09-12-25-EXB-FITTINGS\VR-D-02-SEWER-LATERAL-STANDARD-DETAIL.dwg, 9/25/2025 4:20:07 PM, emarmio, li



**NOTES:**

1. MIN. 3' DEPTH IS REQUIRED FOR SERVICE LATERAL WYE AT THE CLEAN OUT ENDING CCPWA OWNERSHIP AND MAINTENANCE RESPONSABILITY.
2. CLEAN OUT IS TO BE INSTALLED PER CCPWA STANDARDS. AN INSPECTION OF CONNECTION INTO CCPWA LATERAL IS REQUIRED.
3. CLEAN OUTS DESIGNATING THE END OF THE CCPWA MAINTENANCE RESPONSIBILITY SHALL BE LOCATED WITHIN A UTILITY EASEMENT OR RIGHT-OF WAY DEDICATED FOR UTILITIES.
4. THE DEVELOPER/PROPERTY OWNER OR ASSIGNEE SHALL BE RESPONSIBLE FOR CLEAN OUT INSTALLATION AS SPECIFIED BY THE CCPWA.

CITY-COUNTY PUBLIC WORKS AUTHORITY - MOORE HAVEN, FLORIDA

REVISION	TYPICAL WASTEWATER SERVICE CONNECTION	PAGE No
SEP-2023		