

1.07 TEMPORARY WATER SHUT-OFF PROCEDURE AND APPLICATION FORM

A. Water shut-offs of City's water mains will not be allowed if prior forty-eight (48) hours written notice is not given to the authorities listed below. For the purposes of this section and for necessity of notice, a water shut-off shall be defined as any time that domestic or fire protection water services are disrupted for construction purposes. Additionally, the CONTRACTOR shall inform the affected homeowners and/or businesses on a house-by-house and/or business-by-business basis as to the situation by making them aware of the time of shut-off as well as the anticipated time of establishment of water service. This shall also be done a minimum of forty-eight (48) hours prior to any shut-off. A temporary water shut-off shall not be planned to last longer than four (4) hours. All practical means shall be used to prevent shut-off times from occurring during peak usage hours. The proposed time of shut-off shall be identified accordingly on the temporary water shut-off form and shall be subject to approval by Owner. The Contractor shall provide to the Owner and/or the Engineer the Temporary Water Shut-Off Form for review and approval prior to the Contractor sending out notice of shut-off.

B. Water shut-offs that impact the service of multiple fire hydrants shall be coordinated with and approved by the Engineer and/or the Owner so that fire protection services are not be compromised. In these cases, Construction methods shall be scheduled to progress accordingly to reduce the number of hydrants out of service to a number that will not compromise the ability to provide fire protection services to the area.

In any instances where the fire hydrant(s) are in place, but are out of service, they shall be bagged and taped or wired to properly indicate that they are restricted from use. The bag(s) shall be maintained for the entire duration of the hydrant(s) being off-line.

C. A minimum of forty-eight (48) hours prior to any water shut-off, the CONTRACTOR will be responsible for notifying the following authorities:

Campbell County Hospital/Ambulance Service

Phone Number: 688-1000
E-mail: gregg.mentzel@cchwyo.org

Campbell County Fire Department

Phone Number: 682-5319
E-mail: mratcliff@ccfire.us
eacton@ccfire.us

Gillette Police Department

Phone Number: 682-5155
E-mail: patrolsupervisors@gillettewy.gov
dispatchers@gillettewy.gov
records@gillettewy.gov

Gillette Department of Engineering

Phone Number: 686-5265
E-mail: cityeng@gillettewy.gov

Gillette Department of Utilities

Phone Number: 686-5277
E-mail: util@gillettewy.gov

Gillette Department of Public Works

Phone Number: 686-5278
E-mail: pbwr@gillettewy.gov

Gillette Public Information Officer

Phone Number: 686-5393
E-mail: genop@gillettewy.gov
jeremy@gillettewy.gov

Geographic Information Systems

Phone Number: 686-5364
E-mail: gjsadmin@gillettewy.gov

The Gillette News-Record

Phone Number: 682-9306
E-mail: aturner@gillettenewsrecord.net
news@gillettenewsrecord.com

Radio Stations KGWY/KIML/KAML

Phone Number: 686-2242
E-mail: news@basinradio.com

Engineer (if City Project)