

(Your Company Letter Head)
SAMPLE LETTER

Date

Mr. (Site inspector's name)
Prince William County Service Authority
P.O. Box 2266
Woodbridge, VA 22193-0266

Re: Project Name
PWC Plan #

Dear Mr. (Site inspector's name):

We have substantially completed the water and sewer infrastructure for the above referenced project, as of this date, and are now requesting that the Authority to place it in:

(Please check appropriate box)

- "Full Beneficial Use" status. (All Lots)
- "Partial Beneficial Use" status
- (Please list the Address of Lot you want in the Partial Beneficial Use)
 - (Attach the fire protection certification sealed by a Professional Engineer for lots to be placed in Partial Beneficial Use and Prince William County Approval)
 - Attach an exhibit highlighting those facilities proposed to be placed in Partial Beneficial Use Status

Please take the necessary steps to begin the process as soon as possible. I understand, and am in agreement, that the "**Beneficial Use**" status is solely for the purpose of using the facilities while the project is under construction. I am also aware that I must follow the established guideline for final bond release upon the completion of my project.

If you have any questions, please contact me at (123) 456-7890.

Yours truly,

Your name
Title

XXX/xxx

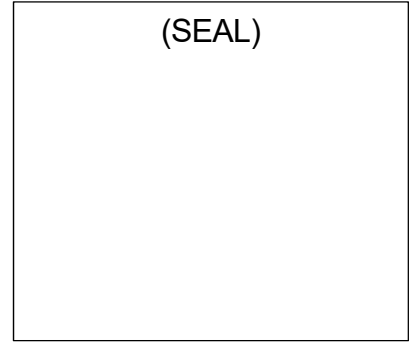
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(Letterhead)

(SEAL)

(Date)

Ms. Samantha Kearney, P.E.
Development Manager
Prince William County Service Authority
4 County Complex court
Woodbridge, VA 22192



Re: (Plan Name)
(Plan Number)
(Lots Numbers or Building Identifiers to be placed in Partial Beneficial Use)

Dear Ms. Kearney:

I, (Name), a duly licensed professional engineer in the commonwealth of Virginia, do hereby certify the available fire flow in accordance with Sec. 302.13 of the DCSM (Water Systems and Fire Flow Requirements) and fire protection/hydrant coverage in accordance with Sec. 302.08.B of the DCSM (Fire Hydrants in Relation to Buildings, reference to Table 3-2) for the above referenced lots/buildings. The information certified below is made by knowing the limited portion of the water system that is installed and to be put into operation with the occupancy of the referenced lots/buildings.

- The required DCSM fire flow and hydrant coverage for the project **is** available. The water system constructed with the above referenced lots is able to deliver a minimum fire flow of _____ gpm at 20 psi.
 - Estimated available fire flow has been determined by adjusting the hydraulic model previously accepted by Service Authority to match the installed water system that is to be placed in operation with the occupancy of the above referenced lots/buildings. The adjusted water model meets all Service Authority requirements referenced in the effective Prince William County Design and Construction Standards Manual and the Service Authority Utility Standards Manual.
 - Estimated available fire flow has been determined by an on-site fire flow test from hydrants that provide coverage to the referenced lots/building. Test results have been extrapolated to all points of the installed water system that is to be placed in operation and adjusted for the low hydraulic grade line of the system, friction loss in the pipe, and elevation of the hydrant

- The required DCSM fire flow **is not** available. The water system constructed with the above referenced lots is able to deliver a minimum fire flow of _____ gpm at 20 psi.
 - Estimated available fire flow has been determined by adjusting the hydraulic model previously accepted by Service Authority to match the installed water system that is to be placed in operation with the occupancy of the above referenced lots/buildings. The adjusted water model meets all Service Authority requirements referenced in the effective Prince William County Design and Construction Standards Manual and the Service Authority Utility Standards Manual.
 - Estimated available fire flow has been determined by an on-site fire flow test from hydrants that provide coverage to the referenced lots/building. Test results have been extrapolated to all points of the installed water system that is to be placed in operation and adjusted for the low hydraulic grade line of the system, friction loss in the pipe, and elevation of the hydrant

Disclaimer:

cc: Prince William County Service Authority