

Real Estate - Water Service Replacement Quick Reference

12-2021

The Water Authority/Local Agency must obtain the rights needed to complete the water service line replacement work. This permission must be in writing. MDOT does not need to review the signed work authorization documents; however, all documentation must be kept by the WA/LA. Upon request by MDOT or other auditing agencies, the WA must provide work authorization documents for the review. After obtaining the work authorization, the following needs to be provided to MDOT for review:

Water Authority is **owned** by the Local Agency

Local Agency:

1. Completes water service section of Program Application-Attachment A and submits to MDOT Engineer
2. Completes and submit Program Application-Attachment B to MDOT Engineer once all work authorization is secured

Water Authority (WA) is **NOT owned** by the Local Agency

1. Completes water service section of Program Application-Attachment A and submits to MDOT Engineer
2. Once all work authorization is secured (do not need to wait until final plan submittal):
 - a) WA provides completed and signed [Water Service Certification](#) on their letterhead, to the Local Agency
 - b) Local Agency completes and submits the Program Application Attachment B & WA's Service Line Replacement Certification to MDOT Engineer