

CITY OF MESA BUSINESS PRACTICES AND REQUIREMENTS FOR RECOGNIZED BACKFLOW PREVENTION ASSEMBLY TESTERS

Cross Connection Control Program

The City of Mesa Water Resources Department administers Mesa's Cross-Connection Control Program. This is performed in co-operation with Development Services and Fire Prevention. Regulations are enforced using City of Mesa Ordinances and Codes, Arizona Department of Environmental Quality regulations, and the Uniform and International Plumbing Codes. Backflow prevention assembly testers must be recognized by the Water Resources Department in accordance 8-1-4C of the Mesa City Code. If you need assistance at any time regarding backflow assemblies within our jurisdiction contact the Cross Connection Control Program, either by phone at 480-644-6462 or by email at backflow@mesaaz.gov.

Recognized Testers

All recognized testers must notify the Cross Connection Control Program of any changes to their email address, physical address, phone numbers, certificate of competency, new gauges, gauge calibration, contractor's license or proof of insurance to keep our records accurate.

The gauges used for testing must be checked for accuracy on an annual basis and a copy of the calibration report emailed to the Cross Connection Control Program. Keep your tester certification current by planning ahead and retesting before your certificate expires. All assemblies must be tested in accordance with Chapter 9 of the USC Foundation for Cross-Connection Control and Hydraulic Research, Manual of Cross-Connection Control, tenth edition, October 2009.

Automatic Fire Sprinkler Systems

In accordance with City of Mesa Code **Title 7-2-2: Fire Code; Chapter 9, Fire Protection Systems 901.6, 901.6.2 and 901.6.3** the annual backflow prevention assembly testing must be performed at the same time as the annual automatic fire sprinkler system inspection, by a certified backflow prevention assembly tester recognized by the City of Mesa.

Individuals or businesses must possess an Arizona Registrar of Contractors fire license, specifically a C-16 or CR-16 contractor's license in order to inspect, test, repair and maintain fire sprinkler systems and their associated fire backflow assemblies and checks. After completion of the inspection and testing, the contractor must email the report to the Cross Connection Control Program office at backflow@mesaaz.gov no later than ten business days, after service has been performed.

These requirements also apply to automatic fire sprinkler systems that contain a testable single check valve.

Fire contractors should note that any existing alarm check or swing check that becomes unserviceable is required to be replaced with the M31.6 design. The double check valve assembly installation is required on all new automatic fire sprinkler systems, and requires a permit from Building Safety.

Pressure Vacuum Breakers

After completing the standard field test on a pressure vacuum breaker, you must perform a backpressure check on the assembly. A section is provided on the report form to record your findings.

Test Report Submittals

All backflow assembly test report forms must be filled out completely and accurately, and be submitted by the tester to backflow@mesaaz.gov no later than **ten business days** after service has been performed. **Late test report submittals will subject testers to disciplinary actions, as specified on the Tester Agreement form.**

It is the testers responsibility to have proof of submitting the report within the required ten business days. All backflow test report submittals to the City must be copied to the customer. Emails shall be formatted in this manner: To: backflow@mesaaz.gov, Cc: your customer's email address, and **your** email address, Subject: the name and address where the testing was performed. Do not include more than one customer per email.

Verification of sent email submittals must be saved with the attached test reports for at least one year, for proof of timely report submission. Backflow testing companies that fail to comply with this policy will forfeit their recognition with the City of Mesa, as specified on the tester agreement form.

The City will only accept test reports from companies on the recognized tester list. Reports that omit test results, assembly information, water meter number, serial number, address, owner, your employer contact information header or are otherwise incomplete will be rejected. The customer will be advised and the report(s) returned to the tester. A corrected report must be submitted within three calendar days of test date or be subject to disciplinary action. **Please note: Paper test reports and faxed test reports are no longer accepted.**

Tester Disciplinary Actions for Non-Compliance

All testers must submit test reports in accordance with procedures set forth in this document and Mesa City Code Title 8: Health, Sanitation and Environment; Chapter 1 Backflow Protection, 8-1-4 Maintenance, Testing and Records. Testers may be warned, suspended or permanently banned from being a City of Mesa Cross Control Connection Program recognized tester, if the test reports are not received **within ten business days.**

Testers applying for reinstatement of a suspended listing must submit a new application, together with all accompanying documentation. Additionally, a statement is required describing in detail what action the tester has taken to correct deficiencies that caused the removal of the company from the list. The following disciplinary actions will be taken:

Failure to submit a test report within ten business days:

First offence – Warning

Second offence – 6-month suspension from the Recognized Testing Company List

Third offence – 1-year suspension from the Recognized Testing Company List

Fourth offence – Permanently revoked from the Recognized Testing Company List

Failure to submit a test report within ten business days, resulting in a customer being assessed a Backflow Compliance Late Fee:

First offence – 6-month suspension from the Recognized Testing Company List

Second offence – 1-year suspension from the Recognized Testing Company List

Third offence – Permanently revoked from the Recognized Testing Company List

Falsification of any testing, calibrations or licenses will result in permanent revocation of recognized tester status and may subject the falsifying party to additional civil and criminal charges.

To be recognized to test backflow prevention assemblies in the City of Mesa, you must **fully** complete the following application. A signed tester agreement form must also be received with the application, along with copies of your certificate of competency issued by ABPA, AABP, ASSE, AWWA, or PIPE, gauge calibrations, contractor's licenses and proof of insurance. A new application must be submitted every three years, when a tester renews certification. After approval of your completed and qualifying application, you will receive a letter of recognition, which will authorize you to test backflow assemblies within the City of Mesa jurisdiction.

DO NOT COMMENCE TESTING UNTIL RECEIVING YOUR LETTER OF RECOGNITION.



City of Mesa Cross Connection Control Program Recognized Backflow Assembly Tester Application

Tester Name: _____

Company Name: _____

Company Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Cell: _____

Company E-mail: _____ Tester E-mail: _____

Certification			
Issued By	Certification No.	Issue Date	Expiration Date

Gauges			
Make	Model	Serial No.	Calibration Date

Does your company possess a State of Arizona Contractors License? Yes No

License Type					Expiration Date	
Bonded?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Amount of Bond	
Insured?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Policy Number	
Insurance Company						

Are you applying for reinstatement from a suspended City of Mesa Recognized Tester listing? Yes No

If **yes**, please describe in detail what actions have been taken to correct the deficiencies that caused the suspension:

I hereby certify that the above information is correct.

Signature of Applicant**Print Name****Date**

**CITY OF MESA
BACKFLOW ASSEMBLY TESTER AGREEMENT**

I have received and reviewed the City of Mesa Business Practices and Requirements for Recognized Backflow Prevention Assembly Testers, and as a condition of recognition by the City, agree to abide by Arizona Department of Environmental Quality regulations, City Codes and Ordinances, as well as, all procedures, policies, and directives established by the Cross Connection Control Program administrator. I certify that I have complied with all applicable licensing requirements established by the State of Arizona Registrar of Contractors. I understand that being recognized as a backflow assembly tester is a privilege, and that such recognition may be suspended or terminated at any time that I am not in compliance with the Business Practices and Requirements, including but not limited to the following:

- Test reports must be received within **ten business days** of testing, regardless of whether payment has been received from the customer.
- All backflow assembly testing procedures must be conducted in accordance with Chapter 9 of the USC Foundation for Cross-Connection Control and Hydraulic Research, Manual of Cross-Connection Control, tenth edition, October 2009.
- At no time shall I submit any false or misleading information, regarding testing, calibrations or licenses.
- At no time will I represent myself as an agent of the City, nor will I express or imply any endorsement by the City.
- I will in no way represent to any customer the existence of mandatory testing maintenance or repairs which are not expressly required by the City.

I understand the following disciplinary actions will occur, if I do not submit test reports within ten business days of testing:

First offence – Warning

Second offence – 6-month suspension from the City of Mesa Recognized Testing Company List

Third offence – 1-year suspension from the City of Mesa Recognized Testing Company List

Fourth offence – Permanently revoked from the City of Mesa Recognized Testing Company List

Failure to submit test reports within ten business days, resulting in a customer being assessed with a Backflow Compliance Late Fee:

First offence – 6-month suspension from the City of Mesa Recognized Testing Company List

Second offence – 1-year suspension from the City of Mesa Recognized Testing Company List

Third offence – Permanently revoked from the City of Mesa Recognized Testing Company List

Tester Name Printed

Tester Signature

Company Authorized Supervisor/Representative Signature

Date