Requirements for Recovery Agreement Application

Recovery Agreements can be initiated by either the developer or Colorado Springs Utilities to recover a portion of applicable costs incurred when installing required water and wastewater infrastructure. The costs of installing the mains will be divided equally between any and all adjacent properties which will incur a benefit from the installation of the infrastructure and are not part of the developer’s project area. The developer installing the mains will pay the full installation costs and may submit a recovery agreement application. Application for Recovery Agreement will be reviewed upon completion of the installation and Preliminary Acceptance of the Bill of Sale, as outlined in CSU’s Line Extension & Service Standards, Section 2.2.C. Application must be submitted no later than 365 days past Final Acceptance of the Warranty/Bill of Sale for the project.

The application, appropriate fee and required documentation as outlined on the application may be mailed to Customer Contract Administration at the location below:

Colorado Springs Utilities- Customer Contract Administration
2880 International Circle, Suite 210
Attn: Chris Quinn - Mail Code 1376
Colorado Springs, CO 80947-1376

Required Documentation for Recovery Agreement

**Project Information:**
Approved Plans, Bill of Sale document, Owner/Developer Name, Project Name and Number, Facility Type and Location.

*NOTE: Owner/Applicant continuity exists throughout project lifecycle.*

*(Plan owner, Bill of Sale, Recovery Agreement Applicant)*

*If conflict exists with these documents, assignment agreements will be requested to ensure continuity of the appropriate entity(ies).*

**Cost Information:**
Invoicing/Proof of payment for directly related construction costs to include, but not limited to:
- Contractor(s), Design/Engineering, Construction Management/Oversight, Permit fees, Easement acquisition, Legal/Attorney fees.

Proof of payment types:
- Executed construction contract invoicing, vendor invoicing, support services invoicing, permit fee receipts, and confirmation of payment(s).

**Application Fee:**
Two application fee levels dependent on the total Recovery Service Area:
- Area up to 50 Acres: $1,473.00
- Area 50 Acres or greater: $2,942.00

V 1.2 10-21-13
Water/Wastewater Recovery Agreement Application

Date Requested: ______/____/_______

Applicant Information:
Requested by: _____________________________________
Contact Name: _____________________________________
Address: _________________________________________

Contact phone: (_____)_________________________ Email: _____________________________

Responsible Party Information:
- Construction Plan Owner: ___________________________
- Warranty / Bill of Sale: _____________________________
- Date of Preliminary Acceptance _____/____/_______

NOTES: Preliminary Acceptance MUST be granted prior to application for Recovery Agreement. If more than one entity exists above, assignment agreements may be required prior to Agreement Approval.

CSU Project Number: ___________________________ Extension Utility: Water Wastewater

Preliminary Acceptance Date: _____/____/_______ Facility Type: Public Private

Project Plan Title: __________________________________________

Subdivision name/area served: ___________________________________

Support Documentation:
Ensure Proof of Payment for costs directly related to the utility extension ONLY, including but not limited to:
  - Direct Construction Costs (Labor/Materials)
  - Engineering Costs
  - Easement Acquisition Costs (Legal, etc)
  - Construction Management
  - Permitting Fees
  - Surface Degradation/Restoration Fees

Fee: Application fees are based on potential service area for the facility(ies) as determined by CSU.
  - Estimated Recovery Service Area up to 50 Acres: $1,473.00
  - Estimated Recovery Service Area over 50 Acres: $2,942.00

Applicant Signature: _____________________________________ Date: _____/____/_______

This application for initiating a cost recovery agreement is subject to all the requirements of Colorado Springs Utilities Tariffs and Water/Wastewater Line Extension & Service Standards. Signature by Customer on this application does not guarantee acceptance by Colorado Springs Utilities to initiate the requested Cost Recovery Agreement. Colorado Springs Utilities may require additional information and/or time to determine Cost Recovery eligibility and setup fee amount.