



## MAINTENANCE REQUIREMENTS

**Contracts:** Ongoing maintenance contracts are required for systems that use secondary treatment, drip irrigation, and surface application disposal. As the property or homeowner, it is your responsibility to have a service contract with a State licensed Maintenance Provider for the life of the system. Failure to hold or renew your contract can result in legal action against the property owner as allowed by law.

Initial contracts are for a two-year period. Subsequent contracts must be renewed 30 days prior to expiration of the current contract.

At a minimum, your contracted maintenance company must:

- Inspect components of the system and report whether or not every component is working during each site visit;
  - If an item is inoperative, the property owner must have the item repaired.
- Test the system as required (refer to below table.)
- Submit a report to the permitting authority and the property owner at least once every four months. All test results and maintenance reports must be sent to the permitting authority within 14 days after the test is performed.
- Install a maintenance tag, or some other form of identification, on the system at the beginning of each maintenance contract. This tag shall either be punched or marked at the time of each visit to provide the owner with a record of the visit.
- Respond to owner complaints.

All facilities holding a Fort Bend County Food Establishment Permit and receiving secondary treatment of the effluent must be checked and maintained monthly by a certified maintenance provider. A chlorine residual or fecal coliform test shall be made at each site visit where disinfection is required. One BOD<sub>5</sub> and TSS Grab Sample test shall be conducted per year for systems servicing commercial building, industrial buildings, or non-single family residences. All test results and maintenance reports shall be sent to the permitting authority within 14 days after the test is performed.

### TABLE

#### REQUIRED TESTING AND REPORTING

Type and Size Of Treatment Unit	Frequency of Site Visits	Required Tests	Minimum Acceptable Test Results
Single Family Residence or Any Secondary Treatment System	At least once every four months	Total Chlorine Residual or Fecal Coliform at Each Required Visit	0.1 mg/1 Residual in Pump Tank or Fecal Coliform Not to Exceed 200 MPN / 100 ml (CFU / 100 ml)
Fort Bend County Facilities holding a Retail Food Permit	Once a month	Total Chlorine Residual or Fecal Coliform at Each Required Visit One BOD <sub>5</sub> and TSS Grab Sample/year	0.1 mg/1 Residual in Pump Tank or Fecal Coliform Not to Exceed 200 MPN / 100 ml (CFU / 100 ml) BOD <sub>5</sub> and TSS Grab Samples Not to Exceed 65mg/1

## **Annual Maintenance Contract Renewal Fee**

After expiration of the initial two (2) year maintenance contract, each on-site sewage facility (ATU or other system requiring routine maintenance) is required to submit an ***Annual Maintenance Contract Renewal Fee***.

- Contracts will not be accepted without the renewal fee. The fee must be paid at the time of contract submittal. Contracts for more than one year {Example: 2+}
- must pay the annual fee for each year of the contract.
- Contracts will not be accepted by fax or mail.
- The current OSSF permit number must be identified on all contracts
- There are no credits, refunds or substitutions for this fee.
- Contracts that are canceled will require a new contract and a new fee to be paid at the time of submittal.
- Any renewing contract received without the fee will be returned.