

***THE FREELAND WATER AND SEWER DISTRICT***  
**PRELIMINARY SERVICES AGREEMENT**  
**Owner/Developer Extension**

PREFACE: It is the policy of the Freeland Water and Sewer District(District) that new development projects within the District that require new water main extensions be conducted without cost or expense to the Districts' current subscribers and customers who do not directly benefit from such water main extensions. Basically, the District's time and expense incurred servicing such projects are to be paid by the Owner/Developer who benefits from it and whose project requires it.

The undersigned Owner/Developer hereby makes application to the District, to commence the process of installing an Owner/Developer Water Main Extension within the District. This application is made with the following agreements and understandings between the parties:

1. **COST RESPONSIBILITY**: The Owner/Developer shall be responsible for payment of all costs associated with the subject water main extension project, including, but not limited to, design, permitting, and development and all costs incurred or paid by the District for services provided in the furtherance of the project.
2. District's Certified Operator can be reached by phone at 360-331-5566.
3. **DISTRICT BILLINGS**: The District shall bill to the Owner/Developer, who herein agrees to pay, all costs incurred by the District related to the subject project, including but not limited to,
  - a. Application review and processing, including the preparation and provision of relevant documents, maps, etc.
  - b. Review of project's plans, & specifications prepared by a Professional Civil Engineer.
  - c. Administration, billing and accounting,
  - d. Project management, inspection, testing, certification, etc.
  - e. Professional and legal consultation, (if necessary)
  - f. Preparation and/or review of all associated project documents such as easements, conveyances, recovery contracts, etc., and
  - g. All other costs, fees, and expenses associated with the project that may be incurred by the District.

Billings from the District to the Owner/Developer will generally be on a monthly basis. Billings will be detailed and disclose the full extent of services, time, expenses and materials involved.

EXPOSITORY NOTE: The District has engaged in such projects in the past with other parties. Depending on the degree of services requested by Owner/Developer, the total billings of the District throughout said processes for all services by all District personnel at the end of the process have ranged from a low of \$1500.00 to a high of \$4,500.00 depending on the scale of the project. This is provided for information purposes only recognizing that each situation may vary based on the needs of different Owner/Developers.

4. **CONSULTATIONS SUBJECT TO BILLING**: All consultations between the Owner/Developer and personnel or consultants of the District whether by telephone, electronic media, or in person are subject to billing by the District as described above, for these purposes, the term Owner/Developer means and includes, Owner/Developer's consultants, engineers, architects, contractors, and/or any agents or employees of Owner/Developer, or parties engaged by the Owner/Developer.
5. **AGREEMENT AND/OR CONVEYANCE DOCUMENTS**: Any Easements, and/or documents of conveyance or Recovery Contracts, in such form as approved by the District, shall be obtained and/or provided by the

Owner/Developer at his/her sole cost and expense; and a true copy of such documents shall be delivered to the district upon satisfactory completion of the project.

In the interests of time and efficiency, review and exchange of documents throughout this process shall be via electronic media (E-mail and/or E-mail Attachments).

Owner may request preparation of such documents by the District with cost billable to Owner/Developer.

- 6. DISTRICT CONTACT AND AUTHORIZED AGENT: The District will be represented in throughout this process at:

Freeland Water District  
5421 Woodard Ave  
PO Box 222  
Freeland, WA 98249.

phone: 360-331-5566  
fax: 360-579-2058  
E-mail: info@freelandwsd.com

The District's agent shall work cooperatively with Owner/Developer in providing relevant requested services, information, plans, and data within reasonable timeframes as requested by Owner/Developer.

- 7. OWNER/DEVELOPER AUTHORIZED AGENTS AND PARTIES: Owner/Developer shall at all times keep the District aware of all parties with authority to negotiate for and on behalf of the Owner/Developer commencing with such listing herein below:

Owner/Developer Full Name: \_\_\_\_\_

Owner/Developer Address: \_\_\_\_\_

\_\_\_\_\_

PROJECT/PARCEL Identification: Plat/Development Name – \_\_\_\_\_  
Assessor's Parcel Nos. \_\_\_\_\_

Witness my/our hands in agreement on the date(S) indicated.

SIGNATURE: \_\_\_\_\_

Date

Owner/Developer (Print name and title): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Date

Owner/Developer (Print name and title): \_\_\_\_\_

APPROVAL: Freeland Water and Sewer District:

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_