



Truck Mounted Water Meter Permit Application

The permit is valid for **5 years** from installation and will automatically expire. If water is still needed, the customer must apply for a permanent water meter prior to this permit expiration. The customer must provide and have a backflow prevention assembly (BPA) tested by a state licensed/AW registered BPA Tester OR ensure the truck/trailer has a 6" Air Gap. If water will be used for potable purposes at any time during this permit, the customer must contact Special Services Division (SSD) Water Protection Section at 512-972-1060 to schedule a cross connection survey BEFORE using the water for potable purposes.

Applicant/Company Information

Legal Name: _____

Billing Address: _____

Office Contact Name: _____ Office Phone: _____

Cell Phone: _____ Email: _____

VIN: _____ License Plate # _____

Applicant/Company: (circle one) Corporation Partnership Sole Proprietorship Other: _____

Federal Tax ID # or other ID (Required): _____

Meter, Service Address and Usage Information

Meter Size: **3"** (deposit required) *Deposit, installation & initiation fees will bill on the first utility bill statement.*

Premise address: _____ Project name: _____

Specific use of water: _____

Will water be used for **non-potable** purposes only? (Check one) Yes _____ No _____

*** A private fire hydrant owner's written authorization to use the private fire hydrant must accompany this application.**

Signatory Requirements -

This permit must be signed by an authorized representative of the Applicant as described herein. For a corporation, this permit shall be signed by a responsible corporate officer. A responsible corporate officer means a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation. For a partnership or sole proprietorship, this permit shall be signed by a general partner or the proprietor, respectively. In signing, I certify that I am an authorized representative of the Applicant:

Applicant Signature

Title

Date

Signature releases the City of Austin and applicant agrees to hold harmless and defend the City of Austin from any claims from any and all liability and losses for personal injury or property damage resulting from applicant's use of a fire hydrant. This form becomes the permit upon signature by the applicant and assignment of a billing account by Austin Water personnel. The permit holder must keep a copy of the permit in any vehicle used to withdraw the water. The permittee is liable for any damages to the City hydrant or infrastructure due to misuse or improper operation of the hydrant.

Applications may be submitted:

- By email to AWTaps@austinwater.com
- In person at the Permitting and Development Center, 6310 Wilhelmina Delco Drive

OFFICE USE ONLY

Company Name: _____

Premise Address: _____

Account # _____ Person Picking up Casing: _____

Casing Pick up Date _____ Casing Number _____

Unit # _____ Premise ID # _____

SR Type	SR#	Date	Meter #	Meter Read
Install				
Remove				

Truck Mounted Meter Permit Process

A. Vehicle-mounted meter and backflow protection:

1. The applicant should refer to the meter specifications in this document to prepare the vehicle for the meter mounting. The applicant will receive a meter casing upon issuance of the permit and should mount this casing to their vehicle. Meter casing must be installed on truck/trailer and hard plumbed on downstream side before scheduling an appointment with meter shop for inspection. **The meter shall not have any parts removed and/or replaced at any time. If parts are found removed and/or replaced, permittee will be required to reschedule appointment and a tampering fee will be applied.**
2. The City requires backflow protection in the form of an approved 6" air gap or an approved and tested RPZ on a vehicle before a water meter will be set. If an RPZ is used, the permittee must provide a current and passing TMR to the City's meter setter before the meter can be set. Before the meter can be set, a City-registered and State-licensed BPAT must have tested and passed the RPZ, in its permanent installed location on the vehicle. **Permittee will ensure the supplied downstream gate valve on water meter is closed at all times when vehicle is in motion. This will prevent read and billing errors. A non-compliance fee will be applied if meter is found to have registered backwards due to water meter valve left open.**

B. Backflow Prevention Assembly Technician List

1. Customers can request a printed copy of the registered and licensed backflow prevention assembly technicians by calling 512-972-1060.

C. Email AWTaps@austintexas.gov to request a Service Request number (SR#) for meter installation.

D. After receiving the approved permit (SR#), the permittee shall email the Austin Water Meter Operations ("Meter Shop") at awmtrshop@austintexas.gov to make an appointment for the installation of a meter on a vehicle or fire hydrant. The permittee must arrive on time to the scheduled appointment. **Permit holders who arrive more than 15 minutes late will be required to reschedule and pay a second meter installation fee. Permit holders who do not have the required meter assembly installed or fail the backflow assembly test, will be required to pay a non-compliance fee. Permit will be cancelled if appointment is not scheduled in 30 days.**

E. A non-refundable installation and initiation charge will be billed on the permittee's first billing statement.

F. Unless otherwise authorized by the Director of the Austin Water, the water meter shall be used for construction purposes only.

G. The permittee is solely responsible for the truck mounted meter assembly. The permittee will be required to reimburse the City of Austin ("City") for the cost of the meter and meter parts, if the permittee fails to request the City to remove the meter or if loss, damage, or theft of meter or meter parts occurs. The permittee is required to report the meter readings on the first day of each month. [Submit meter reads using the online form](#), or email a picture of the meter lid displaying the meter number and a clear picture of the meter register (dials). Email reads/pictures to AWTaps@austintexas.gov or fax to 512-972-0024. The report must be provided even if the customer has not used the meter in the prior month. ***Failure to file a monthly read report may result in the forfeiture of the permittee's deposit.***

H. Removal of vehicle mounted water meter

1. The permittee is allowed to remove vehicle mounted meter only after ceasing use of the meter and contacting the Taps Office (512-972-0000 or AWTaps@austintexas.gov) to request a Remove SR#. Permittee is required to return water meter within 5 working days after ceasing use. Failure to follow established timeline is a violation of the Austin City Code and will result in an enforcement action taken against the permittee, including the forfeiture of the permittee's deposit.
2. The permittee shall email the Meter Shop at awmtrshop@austintexas.gov and provide the Remove SR# **to schedule appointment to return water meter.**
3. If seal wire is found to be removed or damaged, a tampering fee will be applied.

SPECIFICATIONS FOR 3" TRUCK MOUNTED METERS

These specifications are in compliance with the latest revision of AWWA Standard C701 with certain exceptions as noted below. All specifications meet or exceed the latest revision on AWWA C701.

TYPE

Meters shall be of the in-line horizontal-axis high velocity type per AWWA Class II and designed for mobile use in metering flow from fire hydrants.

OPERATING CHARACTERISTICS

The capacity of the meter in terms of normal operating range, maximum loss of head, and maximum continuous flow shall be as shown below:

<i>Accuracies</i>					
<i>+/- 1.5%</i>				<i>+/-1.5%</i>	<i>+2/-5%</i>
Normal		Max. Head	Max.	Max.	
Operating		Loss at	Cont.	Capacity	Extended
<u>Size</u>	<u>Range (gpm)</u>	<u>Cont Flow (psi)</u>	<u>(gpm)</u>	<u>(gpm)</u>	<u>Low Flow</u>
3"	5 - 660	37 w/integral strainer	450	660	4

SIZE

The size of the meter shall be determined by the nominal size (in inches) of the opening in the inlet and outlet flanges. Overall lengths of the meter shall be as follows:

Max. Meter Height from		
<u>Size</u>	<u>Laying Length</u>	<u>Bottom to Top of Handles</u>
3"	12" less couplings	9"
	17" with couplings	

EXTERNAL BOLTS

Casing bolts shall be made of type 316 stainless steel.

OPTIONAL CONNECTIONS

Maincase shall be equipped with a standard brass female swivel fire hose coupling assembly on the inlet side and a standard brass male hose coupling on the outlet side.

An additional option with the Connections shall be a brass close nipple mounted to the outlet side of the meter with 2" gate valve and then the standard brass male hose coupling.

CASE AND COVER

The maincase shall be cast aluminum and the cover of the head assembly cast bronze. The size, model, manufacturer's trademark, statement "AWWA Class II", and arrows indicating direction of flow shall be cast in raised characters on both sides of the maincase.

The size and arrows indicating direction of flow shall be cast in raised characters on the housing cover. The cover shall contain a calibration mechanism for the purpose of calibrating the turbine measuring element while in-line and under pressure. The calibration mechanism shall be mounted under the register and be covered by a protective cap.

The case shall be equipped with replaceable dual handles for ease of carrying, installation and maintenance.

REGISTERS

Registers shall be permanently roll sealed, straight reading, indicating in gallons, cubic feet, or cubic meters. Registers shall include a center-sweep test hand, a low flow indicator, meter size, model designation representing maximum continuous flow and a glass lens. Register shall be serviceable without interruption of the meter's operation.

REGISTER BOX

Register boxes and covers shall be of bronze composition. No plastic retainer rings will be acceptable. The name of the manufacturer, manufacturer trademark and the meter serial number shall be clearly identifiable and located on the register box cover.

REGISTER BOX SEALING

The register box shall be secured to meter bayonet with a tamper resistant seal screw. Options: Seal wire screw or Torx® seal screw. Register lid must have a locking design.

METER SERIAL NUMBER

The meter serial number shall be imprinted on the meter main case or cover as well as the register box cover.

UNITIZED MEASURING ELEMENT

The turbine measuring chamber shall be a self-contained unit attached to the cover for easy field removal. The turbine spindles shall be stainless steel. The rotor shall balance or "float" between the turbine spindles throughout the typical operating range.

INTERMEDIATE GEAR TRAIN

The intermediate gear train shall be directly-coupled to the rotor spindle and magnetically coupled to the register through the meter cover. The gear train shall be continuously submerged by the use of a vent tube which eliminates entrained air in the cover. All moving parts of the gear train shall be made of a self-lubricating polymer or stainless steel for operation in water.

STRAINERS

The fire hydrant meter shall contain a double walled stainless steel screen in the inlet end of the meter housing. The strainer shall be easy to remove for routine cleaning.

ORIFICE

The fire hydrant meter shall contain a permanent orifice design built into the outlet end of the meter housing. The orifice shall limit the maximum capacity to 660gpm for protection of the measuring element.

PERFORMANCE

Registration accuracy over the normal operating range shall be 98.5% to 101.