Company Letterhead

Date

Mr. Brian McDermott
District of Columbia Water
Department of Engineering and Technical Services
5000 Overlook Ave. SW
Washington, DC 20032

Re: Request to locate the Double Check Detector Fire Protection Backflow Prevention Assembly inside the building

Mr. Brian McDermott,

On behalf of **Company** for the **project name** located at **project address**, I am hereby requesting permission from DC Water to locate the Double Check Detector Fire Protection Backflow Prevention Assembly (BPA) inside the building.

We are proposing a new **X-inch** fire service for the building. A BPA will be installed inside the building and we will comply with the following conditions:

1. Must be protected from freezing, flooding, vandalism and mechanical damage.
2. Must be installed by a licensed plumber.
3. Must be initially tested by a certified backflow prevention assembly tester. Reports must be submitted using a DC Water Backflow Prevention Assembly Test & Inspection Form and submitted to the DC Water Cross-Connection Control Program Office, 3900 Donaldson Pl, NW Washington, DC 20016.
4. Annual inspection, testing and submittal of the form must continue during the life of the assembly. Annual inspection and form completion must be conducted by a certified backflow prevention assembly tester. The owner is responsible for contraction with a certified backflow prevention assembly tester to conduct the annual inspection.
5. Mechanical backflow prevention assemblies must be located in an area that enables easy access and adequate, convenient space for maintenance, inspection and testing.
6. Whenever possible, an approved backflow prevention assembly should be installed within a building. In certain cases as approved by DC Water Department of Engineering & Technical Services, backflow prevention assemblies may be installed at an alternative location such as in an underground vault. Installation of a reduced pressure backflow prevention assembly (RPBA) in below grade vaults is prohibited due to flooding concerns.
7. Provide access to the BPA for maintenance, inspection and testing.
8. Install a floor drain located no more than 5feet from the BPA for testing and leakage. The floor drain will be large enough to handle the flow rate from the annual inspections.
9. The layout of the piping at the inlet and discharge will adhere to DC Water standard details including a strainer before the BPA.
10. The BPA will meet ASSE standard 1048 for a low hazard fire suppression system and ASSE standard 1047 for a high hazard fire suppression system.
11. The said BPA will be owned, operated and maintained by the building owner.

Sincerely,

Author of Letter
Title
Company