March 22, 2016

RE: Wilton Manors Backflow Program Procedures

This notice is to inform you that the City of Wilton Manors has contracted with Backflow Solutions, Inc. (BSI) to administer their cross-connection control / backflow tracking program. Here is the pertinent information:

- All annual backflow assembly test reports must be submitted electronically via the BSI Online system at www.bsionlinetracking.com.
- Please make sure to obtain the Customer Confirmation Number (CCN) from your customer. The CCN will be needed to access your customer's records.

Registration:

- Please be sure that your online credentials are up to date. Each tester must have a current backflow tester license.
- Testers must submit up to date copies of their test kit calibration certificates to BSI. These can be uploaded via BSI Online, or faxed/e-mailed to BSI.
- If valid licenses/test kit certification are not submitted and up to date, your test reports will not be accepted and your customers will be listed as non-compliant.
- **<u>Testers no longer are required to obtain a permit from the City of Wilton Manors.</u>**

Filing Fees:

A key provision with the new procedures will be a filing fee that you, the contractor, will pay at the time of the backflow report submittal via BSI Online.

- The filing fee for **backflow assemblies in Wilton Manors is $25.00 per test report.**
- All reports must be filed via BSI Online with the applicable filing fees.
- The fee is per backflow assembly test report submitted.
- For any brand new assembly (not including replacements) or previously unknown assemblies, there will be no filing fee the initial year. Simply fax/e-mail/mail the report to BSI.
- The fee can be paid either by credit card, or by prepaying (similar to an EZPass account).

Thank you for your assistance with this program and for helping to ensure the safety of Wilton Manors' drinking water. Please contact us at 800-414-4990 or bsionline@backflow.com with any questions. Thank you.

Sincerely,

Brad Stancampiano, Executive Vice President
Backflow Solutions, Inc (BSI)