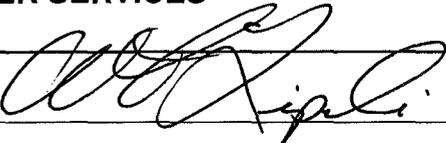


**STANDARD CONSTRUCTION OPERATING PROCEDURE**

City of New York Department of Design and Construction  
Division of Infrastructure Bureau of Construction

**SUBJECT: COLD WEATHER PROTECTION OF WATER SERVICES**

**APPROVED:**

  
*Assistant Commissioner - William F. Lipski, P.E.*

**SCOP..... : 00 - 001G**

**CATEGORY.: CONSTRUCTION**  
**Subcategory: Water Services**

Keywords ..... : COLD WEATHER,  
INSULATION,  
WATER SERVICES

Supersedes... : 99-001G

Supplements.... : N/A

Sheet..... : 1 of 1

Issue Date.... : April 5, 2000

**TEMPORARY PROTECTION:**

When the air temperature is expected to fall below 35 F anytime during construction operations that cause water services to be left exposed, the contractor must provide and install sufficient insulation on the exposed services to prevent them from freezing. Insulation shall be FOAMGLAS cellular glass insulation manufactured in accordance with ASTM C552 "Standard Specification for Cellular Glass Thermal Insulation", by Pittsburgh Corning Corporation, or approved equal.

In addition, Resident Engineers must ensure that the attached "Water Service Notice" is distributed to all homeowners when their water service is left exposed.

**PERMANENT PROTECTION:**

The Water Supply Rules and Regulations, referred to in the Water General Specifications, require that all water services with less than 3.5 ' of cover must be permanently insulated. Permanent insulation shall be FOAMGLAS cellular glass insulation manufactured in accordance with ASTM C552 "Standard Specification for Cellular Glass Thermal Insulation", by Pittsburgh Corning Corporation, or approved equal. All permanent insulation shall be factory jacketed with PITWRAP SS Jacketing - a 70 mil (1.7 mm) thick self sealing high polymer asphaltic membrane with an integral glass scrim and aluminized Mylar film on the surface or approved equal.

**Resident Engineers must ensure that this requirement is carried out and recorded in inspection reports.**

ATTACHMENT: WATER SERVICE NOTICE



**City of New York Department of Design and Construction**

**Kenneth Holden**  
Commissioner

**Richard Ocken**  
Deputy Commissioner  
Infrastructure

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DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

RE: Project No.: \_\_\_\_\_

Contract No.: \_\_\_\_\_

Project Description: \_\_\_\_\_

**Water Service Notice**

Dear Sir or Madam:

Due to the excavation work in front of your home, it was necessary to leave your water service pipe temporarily exposed to the cold air. To help prevent the water in the service from freezing, we have installed insulation around the exposed water service pipe. However, in order to further help prevent your water service from freezing, until the excavation is backfilled, when the outside temperature is, or will be, below 32° F it is recommended that you:

- Open a faucet slightly in a sink or bathtub to allow a moderate stream of water to run continuously.
- To avoid accidental sink/tub overflow while water is running unattended, please make certain that there is nothing blocking the drain.

If you have any questions please contact me at \_\_\_\_\_.  
(RE PHONE NUMBER)

If your water service is interrupted after work hours, please call the DDC's 24-hour emergency number, (718) 391-1000.

We apologize for any inconvenience and appreciate your patience.

Sincerely,

\_\_\_\_\_  
Resident Engineer