



Richard E. Dunn, Director

EPD Director's Office
2 Martin Luther King, Jr. Drive
Suite 1456, East Tower
Atlanta, Georgia 30334
404-656-4713

April 17, 2022

RE: Drinking Water Laboratory and Related Services

Dear Water System,

The Georgia Environmental Protection Division (EPD) will soon begin a new service period for Drinking Water Laboratory and Related Services. The Georgia Environmental Protection Division (EPD) is pleased to provide the enclosed Drinking Water Terms and Conditions Agreement ("Agreement") for Drinking Water Laboratory and Related Services. The Agreement automatically renews each year unless a water system provides written notice of termination by June 1st of each year.

Drinking-Water Fees for EPD laboratories are billed annually for laboratory services to be provided through the upcoming fiscal year. The invoices will be mailed in July 2023 for laboratory testing provided, starting July 1, 2023 through June 30, 2024. Owners will have thirty (30) business days from the invoice date to pay before a late penalty of 1.5% is applied to the account. This 1.5% late fee is also applied at sixty (60) and ninety (90) business days past due.

The Coliform/*E. coli* analyses are only available to public systems serving a population of up to 12,900 people. If your public water system exceeds the 12,900-population threshold, Coliform/*E. coli* testing will need to be performed by another certified laboratory and the results provided to the EPD. You can visit the EPD's website, link provided below, to view the current "Laboratory Fee Schedules." The website provides the fees for both the Chemical/*Cryptosporidium* -and- Coliform/*E. coli* laboratory testing. The fee schedule will be increasing effective July 1, 2023, and the enclosed documents will provide details on that increase.

For your convenience, annual fee payments can be made using Automated Clearing House (ACH) payment processing to automatically debit a checking or savings account through an electronic check transaction. To utilize this service, you must first "Create a new account" on the Georgia EPD's Online System (GEOS) at <https://geos.epd.georgia.gov/GA/GEOS/Public>.

For step-by-step instructions on setting up a new account or making ACH electronic payments, please refer to the GEOS "System User Guide", located on the GEOS homepage indicated above. Refer to the "Pay Drinking Water Invoice" section of the User Guide. Also, for your convenience, we have attached those instructions with this notice.

Please note that traditional payment options will still be available for those who prefer those methods. However, the EPD encourages customers to consider transitioning to this quick and easy ACH payment method. The EPD will continue to enhance its customer payment options and will inform users as other

options become available in the future. Should you have any questions regarding payment options, or choose to pay by credit card, please contact the EPD's Finance Department at epdfinance@dnr.ga.gov or (678) 628-9215.

The EPD is committed to keeping information about your water system as accurate as possible. Invoices generated in July of each year will be based on information EPD has on record for your water system in the Drinking Water Watch during the preceding month. Please verify your information in the Drinking Water Watch: <http://gadrikingwater.net> before June 1. Review your water system details and water system facilities online. In addition to reviewing service connections, population served, sources of water, and water purchases, please review the point of contact information to ensure all names, addresses, phone numbers, and e-mail addresses are correct. For county and city water systems where the contact changes (example: Mayor), you may want to consider, for financial mailing purposes only, changing the contact to Accounts Payable versus an actual name.

If your water system information needs to be updated or you want to request a change to your EPD laboratory services (including termination), please complete and submit the Request to Change Water System Inventory or Laboratory Services Form to the appropriate district. As mentioned above, any requested changes must be received by EPD no later than June 1st of each year to be reflected in the annual fees charged to your water system in the July invoice.

Please note that all Drinking Water Laboratory and Related Services documents and forms are available electronically at <http://epd.georgia.gov/drinking-water-forms> beneath the header "Drinking Water Laboratory Services."

If you have any questions regarding the laboratory, account changes, water system information, or related services, please contact your local EPD Drinking Water Engineer. Engineer contact information can be found on EPD's website at the following location: <http://epd.georgia.gov/drinking-water-forms>.

Enclosure:

GEOS Instructions – How to Pay DW Invoice



ENVIRONMENTAL PROTECTION DIVISION

Richard E. Dunn, Director

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**Notice Regarding Upcoming Increase to Drinking Water Laboratory and Related Services Fees
Effective July 1, 2023**

April 17, 2023

Dear Valued Water System Customer,

Due to increased operating costs, EPD will be increasing laboratory and related services fees by ten percent (10%), effective July 1, 2023. Enclosed you will find an updated Fee Schedule, reflecting the upcoming increased rates. The Georgia Environmental Protection Division (EPD) prides itself on providing quality service to its customers, and we do not take this fee increase lightly. Please note that EPD has not increased its laboratory service fees since 2011, and we hope our laboratory service continues to be a compelling choice to earn your business.

Please feel free to contact Lydia Davis at (678) 628-9215 or epdfinance@dnr.ga.gov with any questions or concerns about the fee increase.

Thank you for your business!

Georgia EPD Drinking Water Laboratory and Related Service

Chemical / Cryptosporidium Analysis

Water System	Population Served	Annual Fee 0 or 1 Entry Point (OLD)	Annual Fee 2 Entry Points (OLD)	Annual Fee 3 or more Entry Points (OLD)	Annual Fee 0 or 1 Entry Point (NEW)	Annual Fee 2 Entry Points (NEW)	Annual Fee 3 or more Entry Points (NEW)
CWS and NTNCWS	100,001 or More	\$17,600	\$24,800	\$32,500	\$19,360	\$27,280	\$35,750
CWS and NTNCWS	50,001 – 100,000	\$14,700	\$17,000	\$19,600	\$16,170	\$18,700	\$21,560
CWS and NTNCWS	10,001 – 50,000	\$9,200	\$10,700	\$12,200	\$10,120	\$11,770	\$13,420
CWS and NTNCWS	3,301 – 10,000	\$6,600	\$7,600	\$8,700	\$7,260	\$8,360	\$9,570
CWS and NTNCWS	1,001 – 3,300	\$3,900	\$4,600	\$5,400	\$4,290	\$5,060	\$5,940
CWS and NTNCWS	751 – 1,000	\$1,820	\$2,250	\$2,700	\$2,002	\$2,475	\$2,970
CWS and NTNCWS	501 – 750	\$1,150	\$1,590	\$2,040	\$1,265	\$1,749	\$2,244
CWS and NTNCWS	101 – 500	\$640	\$780	\$880	\$704	\$858	\$968
CWS and NTNCWS	100 or Fewer	\$300	\$390	\$440	\$330	\$429	\$484
TNCWS	Any Population	\$45	\$45	\$45	\$49.50	\$49.50	\$49.50

Georgia EPD Drinking Water Laboratory and Related Service

Coliform / E. coli Analysis

Water System	Population Served	Number of Routine TCR Samples	Annual TCR Monitoring Fee (OLD)	Annual TCR Monitoring Fee (New)
CWS and NTNCWS	10,001 – 12,900	10 / month or 120 / year	\$1,440	\$1,584
CWS and NTNCWS	8,501 – 10,000	10 / month or 120 / year	\$1,440	\$1,584
CWS and NTNCWS	7,601 – 8,500	9 / month or 108 / year	\$1,300	\$1,430
CWS and NTNCWS	6,701 – 7,600	8 / month or 96 / year	\$1,160	\$1,276
CWS and NTNCWS	5,801 – 6,700	7 / month or 84 / year	\$1,010	\$1,111
CWS and NTNCWS	4,901 – 5,800	6 / month or 72 / year	\$870	\$957
CWS and NTNCWS	4,101 – 4,900	5 / month or 60 / year	\$720	\$792
CWS and NTNCWS	3,301 – 4,100	4 / month or 48 / year	\$580	\$638
CWS and NTNCWS	2,501 – 3,300	3 / month or 36 / year	\$440	\$484
CWS and NTNCWS	1,001 – 2,500	2 / month or 24 / year	\$290	\$319
CWS and NTNCWS (SW)	751 – 1,000	1 / month or 12 / year	\$150	\$165
CWS and NTNCWS (SW)	501 – 750	1 / month or 12 / year	\$150	\$165
CWS and NTNCWS (SW)	101 – 500	1 / month or 12 / year	\$150	\$165
CWS and NTNCWS (SW)	100 or Fewer	1 / month or 12 / year	\$150	\$165
NTNCWS (GW)	1,000 or Fewer	1 / quarter or 4 / year	\$50	\$55
TNCWS	Any Population	1 / quarter or 4 / year	\$50	\$55



1.1 Pay Drinking Water Invoice

1.1.1 Create GEOS Account and Specify the Account Type

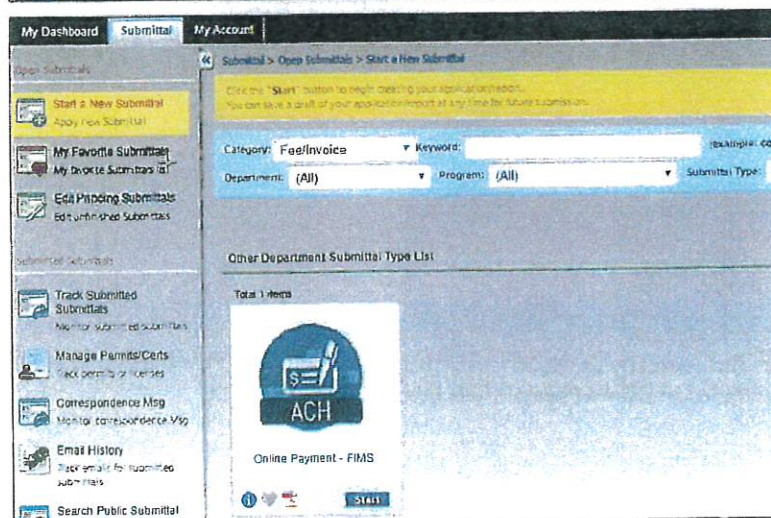
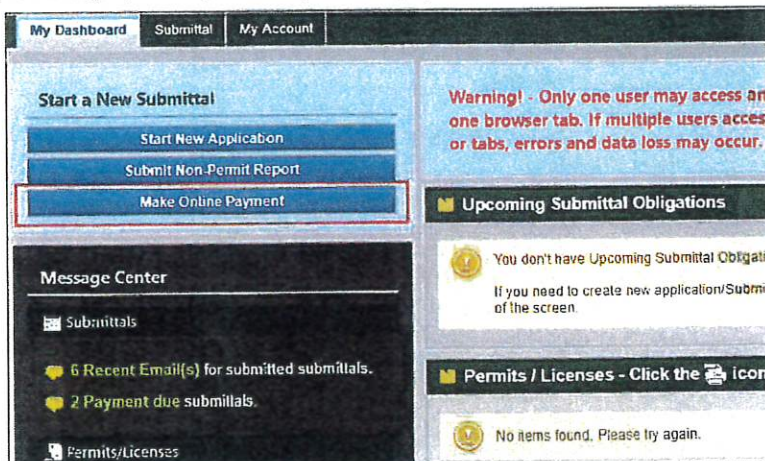
If the drinking water users have never used GEOS before, they may come to register a new GEOS account. Upon registration, they should select the Account Group of "Fee Payment", which is designed for users who only need to make payments in GEOS, and check the Submittal Group of "Finance: Invoice Payment Only".

Account group: **Fee Payment**
 Preparer
 Responsible Official
 Submittal Group:
 Finance: Invoice Payment Only

After selection, users may proceed to the next pages for answering security questions and entering picture verifications. They don't necessarily have to associate facilities with their GEOS account.

1.1.2 Make Payment

After registration, users can log into their own GEOS account to make an online payment. They may either click on the "Make Online Payment" link on the dashboard or go to the "Submittal" module > Start a new submittal (filtering the category as Fee/Invoice") to start payment.





To make the payment, users may enter the FIMS Account ID and Invoice Number received (from the invoice received from EPD), and click the search button to initiate the request.

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GEORGIA
DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION
DRINKING WATER INVOICE

Bill To:
XXX
XXX, XXX
Fulton, GA 30023

FIMS Account ID:	59
Customer Name:	Test Name
Water System ID:	GA XXXXXXX
Invoice Number:	80058

Total Due : \$ 12,400.00

Notification:

Check Water System Information
gadrinkingwater.net

Account Information:

TOTAL AMOUNT DUE ON

BILLING SUMMARY						
Invoice Period	Invoice Date	Current Invoice Amount	Previous Balance	Adjustment	Amount Paid	Total Due
2015-07-01 - 2015-06-30	08/03/2015	\$ 12,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,400.00

- Data Entry**
To fill in all Data Entry Forms
- Online Payment - FIMS**
- Validation**
To validate all required data and documentations
- Payment**
To make a payment
- Submission**
To submit

Please fill out the form below.

Don't forget to click the save button or green check mark ✓ for tables to save your input!

FIMS Account/ Invoice Information

Account ID:

Invoice Number: Search

Account ID: 59
Account Name: Test Account
Invoice Number: 80058
Invoice Period: 2015-07-01 ~ 2016-06-30
Due Date: 09/03/2015
Invoice Amount: \$123
Total Due Amount: \$123

GEOS will then automatically pull out the invoice details from the Account ID and invoice number. After verifying the invoice details, users may proceed to the Payment tab to make an ACH payment. Please note that all mandatory fields (marked with *) on the payment page have to be filled out properly.

PAYMENT (SUBMITTAL ID: 320712)

Select a payment method, provide the required information and then click on the NEXT button below.

Outstanding Details

Choose Payment - FIMS (View Fee Schedule)	\$12,400.00
FIMS Online Payment	
FIMS Online Payment	\$12,400.00

Payment Method

Fee Amount:	\$12,400.00
Assessed Date:	\$12,400.00
TOTAL PAYABLE:	\$12,400.00

Payment Method: eCheck (ACH - NACHA) ▼

* Account Type: Direct Debit

* Saving Account: ABC

* Routing Number: 123 * Account Number: 123 * Bank Account Name: ABC

Exit
Previous
Next

In the last step, users have to enter their security questions and PIN to verify that they are the actual owner of this GEOS account. With all these steps done, an online payment will be completed in GEOS.