

June 15, 2020

Dear BFP Assembly Testers & Testing Companies,

This notice is to inform you that OCWA has contracted with VEPO CrossConnex to assist in administering our cross-connection control/backflow prevention program, specifically receiving and tracking of annual BFP assembly test reports (NYS form DOH-1013).

**Start Dates:**

- Beginning July 1, 2020 all annual backflow assembly test reports must be submitted electronically via the VEPO CrossConnex Mobile Application which can be downloaded at the Apple App Store or Google Play for Android devices. If you prefer, test data can also be entered from any PC by visiting [www.veposolutions.com/vepo-crossconnex](http://www.veposolutions.com/vepo-crossconnex) and following the directions for creating a tester account.
- Please make sure to obtain the VEPO CrossConnex (VCC) Number from your customer. The VCC# will be needed to access your customer's records.

**Registration:**

- If you need help setting up your profile with VEPO CrossConnex after downloading the application, or have any technical questions regarding the software, please call 877-860-VEPO for assistance.
- Educational videos on how to set up and use the app can be found at [www.vepocrossconnex.com](http://www.vepocrossconnex.com).
- Please be sure your NYS credentials are up to date. Each tester must have a current NYS backflow tester certification.

**Filing & Fees:**

A key provision with the new procedures will be a filing fee that you, the tester/contractor, will pay at the time of the backflow report submittal via the VEPO CrossConnex mobile or PC application.

- The current (2020) filing fee for backflow assemblies through the CrossConnex app is \$12.00 per test report.
- Beginning July 1, 2020, all reports must be filed with the applicable filing fees through CrossConnex app.
- The fee is per backflow assembly test report submitted.
- The fee is paid by the credit card used to establish your account.
- OCWA will charge the Customer/Owner \$25.00 for test reports that are not submitted via the CrossConnex app beginning July 1, 2020.
- For brand new assemblies or existing assemblies previously unknown to OCWA, simply email a PDF of the test report to OCWA at [BFP@OCWA.org](mailto:BFP@OCWA.org), with "2020 BFP Test Report" in the subject line.
- OCWA will no longer accept any paper copies of the test reports. Only submittals made through the Vepo CrossConnex app/site or PDF copies will be accepted going forward.
- The county Department of Health (DOHs) will receive a digital copy of the test report through the VEPO CrossConnex app as well.

**Benefits:**

Our goal is to help our Customers to comply with the NYS annual testing requirements, and for the test report process to become paperless in the near future. There will also be many benefits for the testers with the new submittal process. After you have submitted a test through the app, future test due notices will be emailed to both the tester of record and the Customer. The tester's name and the phone number will be listed on the customer notice, helping your customer's reach you quickly. In addition, you will no longer have to send a separate a copy of the BFP test report to the appropriate county DOH (i.e., to Onondaga, Oswego, Madison, Oneida or Cayuga Counties).

Thank you in advance for your support and assistance in implementing the new test submittal process and continuing to help us to ensure the safety of OCWA's drinking water. Please contact OCWA's BFP Program Office, at (315) 455-7061 ext. 3165 or VEPO CrossConnex at (877) 860-VEPO or at [info@veposolutions.com](mailto:info@veposolutions.com) with any questions.

Thank you,

OCWA  
Tavia Gilbert, BFP Program