

RSSC CONTACT LIST

REGISTERED SIDE SEWER CONTRACTORS

(Revised and current as of March 2020)

<p style="text-align: center;">SDCI - SMT 21st Floor</p> <p>RSSC Annual Renewal / Registration Program Email: SCI_RSSC_SideSewer@seattle.gov</p> <p>RSSC Exam / Testing Email: SCI_RSSC_SideSewer@seattle.gov</p>	<p style="text-align: center;">SDCI - SMT 20th Floor</p> <p>Drainage / Side Sewer Desk Phone No.: (206) 684-5362 Email: SideSewerInfo@seattle.gov</p>
<p style="text-align: center;">Risk Management - SMT 43rd Floor Certificate of Insurance (COI) Approval & Information</p> <p>Contact: Amber Udelhoven Phone No.: (206) 386-4531 Email: Amber.Udelhoven@seattle.gov</p>	<p style="text-align: center;">SMT 42nd Floor</p> <p>City Business Licenses / Tax Phone No.: (206) 684-8484 Email: tax@seattle.gov</p>

SDCI Offices are located in the Seattle Municipal Tower (SMT), 700 5th Avenue, Seattle WA 98124

City Payment Locations:

- **SDCI:** The cashier is located on the 20th floor of the SMT (206) 386-9780, all fees can and should be paid through the project portal when possible.
- **SPU:** Please contact Rose Bonifacio at (206) 615-1449 or Helen Ho (206) 233-5188.
- **SDOT:** Please contact Heidi Strunk (206) 684-8072 or Aileen Muthoni (206) 684-5286. The cashier is located on the 4th floor of the SMT building (across the lobby from Starbucks).
- **City Clerk:** Can be contacted at (206) 684-8344, office is located at Seattle City Hall, 600 4th Avenue (3rd Floor).

RSSC Exam Information:

- The **RSSC exam** is by appointment only in the Seattle Municipal Tower (SMT); the cost for the exam is \$100.00. Please email SCI_RSSC_SideSewer@seattle.gov to schedule an exam.
- **RSSC Registration Fee:** \$200 with an annual renewal fee of \$150 due by December 31st each year thereafter. Registration forms and related documents can be obtained via email SCI_RSSC_SideSewer@seattle.gov.
- Link to SDCI Side Sewer Program (RSSC):
<http://www.seattle.gov/dpd/codesrules/licensingregistration/sidesewercontractorregistration/>

SDCI Inspection Requests / Inspectors:

- **Site/erosion control** and side sewer and **first ground disturbance** inspections (TESC), please call (206) 684-8950 or (206) 684-8900, you may also schedule on-line at <http://web6.seattle.gov/DPD/InspectionRequest/Default.aspx>.
- **Pre-construction conference** is required when your permit has special inspections and must be done before you begin, please call (206) 684-8860.