**VDH – ODW Waterworks Asset Management Plan Checklist**

|  |  |
| --- | --- |
| **Waterworks:**   | **PWSID#:**   |
| **Reviewed By:**   | **Review Date:**   |
| **AMP Date:** | **Required Items in AMP?** | Yes [ ]  No [ ]  |
| **Comments:** |
| **Inventory of existing assets/infrastructure:** | **Required?** | **Included in AMP** |
| Sources [1]  | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Water treatment plant [1]  | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Storage [1]  | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Distribution Pipes  | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Fleet/Heavy Equipment  | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Pumps/pump stations [1] | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Distribution Equipment (hydrants, valves, ARVs, BOVs, zone meters, etc.) | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Distribution – customer meters | ✓ | Yes [ ]  No [ ]  N/A [ ]  |
| Other buildings/property |  | Yes [ ]  No [ ]  N/A [ ]  |
| Misc. Tools/Shop Equipment  |  | Yes [ ]  No [ ]  N/A [ ]  |
| **Inventory includes:** |
| Description of Asset (Including Model # and Serial # if known) | ✓ | Yes [ ]  No [ ]  |
| Geographical location or mapped representation of location of asset  | ✓ | Yes [ ]  No [ ]  |
| Material type | ✓ | Yes [ ]  No [ ]  |
| Year installed/purchased |  | Yes [ ]  No [ ]  |
| Approximate Age of asset | ✓ | Yes [ ]  No [ ]  |
| Estimated useful life of infrastructure/equipment in years | ✓ | Yes [ ]  No [ ]  |
| Remaining life of asset in years | ✓ | Yes [ ]  No [ ]  |
| Condition of Asset (Rank 1-5, 5 is the worst condition) [2] | ✓ | Yes [ ]  No [ ]  |
| Critical Asset - (Rank 1-5, 5 is most critical) [3] | ✓ | Yes [ ]  No [ ]  |
| Pipe (Linear feet) | ✓ | Yes [ ]  No [ ]  |
| Number of pieces of equipment (example 4000 ¾” water meters) | ✓ | Yes [ ]  No [ ]  |
| Replacement Cost (unit price including installation and construction expenses) | ✓ | Yes [ ]  No [ ]  |
| Total Replacement Cost | ✓ | Yes [ ]  No [ ]  |
| **Existing Records Considered:** |
| Line break repairs |  | Yes [ ]  No [ ]  |
| Complaints for taste/odor/color/pressure |  | Yes [ ]  No [ ]  |
| Hydraulic model  |  | Yes [ ]  No [ ]  |
| Pressure readings from distribution system  |  | Yes [ ]  No [ ]  |
| Hydrant tests from distribution system  |  | Yes [ ]  No [ ]  |
| Type/Frequency of evaluations & date (tank; tank company; every 3 years) |  | Yes [ ]  No [ ]  |
| **Projects to be implemented within 10 years (Not a capital improvement plan – project need based on AMP)** |
| Project list | ✓ | Yes [ ]  No [ ]  |
| Priority of project | ✓ | Yes [ ]  No [ ]  |
| Cost of project (Estimate based on the asset management plan) | ✓ | Yes [ ]  No [ ]  |
| Year project is needed | ✓ | Yes [ ]  No [ ]  |
| **Preventative Maintenance:** |
| Preventative Maintenance addressed by asset management plan? [4] | ✓ | Yes [ ]  No [ ]  |

*[1] Include all major assets at these facilities, such as but not limited to: each treatment component, lab equipment, chemical feed systems, pumps, tanks, generators, SCADA/telemetry, computer systems, replacement inventory, etc.*

*[2] Designation for Condition 4-5 assets, which are the assets in the worst condition, is required. Identification of Condition 1-3 assets is optional.*

*[3] “****Critical Assets****” are those assets most susceptible to failure, whose failure will result in significant downtime and loss/interruption of service. The scale recommended includes a rank of 1-5, with a rank of 5 being the highest risk and greatest consequence of failure and a rank of 1 being the least. Designation for criticality for assets with criticality of rank 4-5 is required. However, designation of criticality for assets with criticality rank of 1-3 is optional.*

*[4] Suggested reference: EPA Preventative maintenance logs from* [*https://www.epa.gov/dwcapacity/electronic-preventive-maintenance-logs*](https://www.epa.gov/dwcapacity/electronic-preventive-maintenance-logs)*.*