

Hydrants

(Fire, Flush, Flow Test)

Field Data

- Asset Size - diameter and/or flow rate, number and size of ports
- Asset Location
- Condition - visible inspection, then update as needed with maintenance history, age
- Redundancy - is another hydrant accessible if this hydrant fails?
- Model Number - if visible on hydrant, if not research further in office*
- Serial Number - for new hydrants - warranty use
- Manufacturer - if visible on hydrant, if not research further in office*
- Operational - is this hydrant operational? is this hydrant used for fire and flushing or fire only?

Office Data

- Useful Life (if unknown an estimate is 50 years)
- Installation Date*
- Supplier Name & Phone*
- Under Warranty
- Warranty Expiration Date
- Manufacturer's Recommended O&M
- Maintenance completed regularly (exercised/flushed)?
- Design Specifications followed?*

*Data may not be available for all hydrants – record what is available

Meters (Commercial, Master, Residential, Source, Well)

Field Data

- Asset Size
- Asset Location
- Condition - gallons flowed, visible inspection, then update as needed with maintenance history, age
- Redundancy - are spare meters/parts always available for repair/replacement
- Model Number - if visible, if not research further in office*
- Serial Number - if not tied to address in billing or other records
- Manufacturer - if visible, if not research further in office*
- Operational - is this meter operational?

Office Data

- Useful Life (if unknown an estimate is 15 years)
- Installation Date*
- Supplier Name and Phone*
- Under Warranty
- Warranty Expiration Date
- Manufacturer's Recommended O&M
- Maintenance recorded - primarily for larger commercial and master meters
- Design Specifications followed?*

*Data may not be available for all meters – record what is available

Pipe (Asbestos Concrete (AC), Cast Iron, Concrete, Ductile Iron (DI), Polyvinyl Chloride (PVC), Steel, Transmission Main)

Field Data**

- Asset Size
- Asset Location
- Condition - visible inspection, update as needed with maintenance history, age
- Redundancy - can water still reach all customers if this pipe fails?
- Model Number
- Manufacturer
- Operational - is this pipe in use or valved off?

Office Data

- Useful Life (estimates vary by pipe type, 50 - 80 years)
- Installation Date*
- Supplier Name and Phone*
- Under Warranty
- Warranty Expiration Date
- Manufacturer's Recommended Installation and Operation (pressure not exceeding rating)
- Maintenance records - break records
- Design Specifications followed?*

*Data may not be available for every pipe. **Data collected from maps/records & confirmed when pipe is exposed

Pumps (Booster, Chemical, Metering, Pressure, Transfer, Well)

Field Data

- Asset Size - diameter and/or flow rate
- Asset Location
- Condition - visible inspection, then update as needed with maintenance history, age
- Redundancy - Spare pump/parts always available if this pump fails?
- Model Number - if visible, if not research further in office*
- Serial Number - if visible, if not research further in office*
- Manufacturer - if visible, if not research further in office*
- Operational - is this pump operational?

Office Data

- Useful Life (estimates vary by pump type, 5 - 15 years)
- Installation Date*
- Supplier Name & Phone*
- Under Warranty
- Warranty Expiration Date
- Manufacturer's Recommended O&M
- Maintenance completed regularly?
- Design Specifications followed?*

Electrical Data

- Variable Speed?
- Nameplate Horsepower (used to calculate power consumption)
- Measured power consumption per month or year*
- Average run time (used to calculate annual hours of operation)
- Hours of operation per year*
- Peak Energy Demand*

*Data may not be available for all pumps – record what is available

Sources

(Intake Structure, Springs, Well Casing)

Field Data

- Asset Size - diameter and/or flow rate
- Asset Location
- Condition - visible inspection, then update as needed with maintenance history, age*
- Redundancy - is another source accessible if this source becomes unavailable?
- Model Number - if visible, may not apply to all source assets*
- Serial Number - if visible, may not apply to all source assets*
- Manufacturer - if visible, if not research further in office*
- Operational - is this source in use?

Office Data

- Useful Life (varies with type, 20 - 50 years)
- Installation Date*
- Supplier Name & Phone*
- Under Warranty
- Warranty Expiration Date
- Manufacturer's Recommended O&M
- Maintenance records*
- Design Specifications followed?*

*Data may not be available for all sources – record what is available

Storage Tanks/Structures

(Concrete, Earthen Basin, Fiberglass, Metal, Plastic/Polymer)

Field Data

- Asset Size - diameter and/or capacity
- Asset Location
- Condition - visible inspection, then update as needed with maintenance history, age
- Redundancy - is another storage asset available if this one becomes unavailable?
- Model Number - if visible, may not apply to all storage*
- Serial Number - if visible, may not apply to all storage*
- Manufacturer - if visible, if not research further in office*
- Operational - is this storage tank in use?

Office Data

- Useful Life (if unknown an estimate is 50 years)
- Installation Date*
- Supplier Name & Phone*
- Under Warranty
- Warranty Expiration Date
- Manufacturer's Recommended O&M
- Maintenance completed regularly (inspected, painted, cleaned)?
- Design Specifications followed?*

*Data may not be available for all sources – record what is available

Treatment

(Chlorination System, Contamination Removal, Disinfection System, Filtration, Ozonation System, Sedimentation System, Ultraviolet System)

Field Data	Office Data	Electrical Data
<ul style="list-style-type: none"> • Asset Size - diameter, capacity and/or flow rate • Asset Location • Condition - visible inspection, then update as needed with maintenance history, age • Redundancy - can the water continue treatment if this asset becomes unavailable? • Model Numbers - if visible, if not research further in office* • Serial Numbers - if visible, if not research further in office* • Manufacturer - if visible, if not research further in office* • Operational - is treatment unit in use? 	<ul style="list-style-type: none"> • Useful Life (varies by type, 10-30 years) • Installation Date* • Supplier Name & Phone* • Under Warranty • Warranty Expiration Date • Manufacturer's Recommended O&M • Maintenance completed regularly? • Design Specifications followed?* 	<ul style="list-style-type: none"> • Variable Speed? • Nameplate Horsepower (used to calculate power consumption) • Measured power consumption per month or year* • Average run time (used to calculate annual hours of operation) • Hours of operation per year* • Peak Energy Demand*

*Data may not be available for all sources – record what is available

Valves

(Air Release (ARV), Air Vacuum, Ball, Butterfly, Check, Gate, Pressure Relief (PRV))

Field Data	Office Data
<ul style="list-style-type: none"> • Asset Size - diameter, flow rate or settings • Asset Location • Condition - visible inspection if possible, use maintenance and age data also* • Redundancy - will water service continue normally if this valve becomes unavailable? • Model Number - if visible, if not research further in office* • Serial Number - if visible, if not research further in office* • Manufacturer - if visible, if not research further in office* • Operational - is this valve operational? Distribution system valves may need more than yes/or no answer - 100% flow stoppage, allows break to be repaired, etc. 	<ul style="list-style-type: none"> • Useful Life (if unknown an estimate is 15 years for check valve, 20 for all others) • Installation Date* • Supplier Name & Phone* • Under Warranty • Warranty Expiration Date • Manufacturer's Recommended O&M • Maintenance completed regularly (exercised, cleaned)? • Design Specifications followed?*

*Data may not be available for all sources – record what is available