



Introduction to Asset Management

Bemidji, MN May 12, 2016



American Water Works Association



Southwest Environmental Finance Center

This program is made possible under a cooperative agreement with EPA.

www.efcnetwork.org



About the Environmental Finance Center Network (EFCN)

The Environmental Finance Center Network (EFCN) is a universitybased organization creating innovative solutions to the difficult howto-pay issues of environmental protection and improvement. The EFCN works with the public and private sectors to promote sustainable environmental solutions while bolstering efforts to manage costs.

The Smart Management for Small Water Systems Program

This program is offered free of charge to all who are interested. The Project Team will conduct activities in every state, territory, and the Navajo Nation. All small drinking water systems are eligible to receive free training and technical assistance.

What We Offer

Individualized technical assistance, workshops, small group support, webinars, eLearning, online tools & resources, blogs



The EFCN Project Team

- Environmental Finance Center at The University of North Carolina at Chapel Hill
- EFC West
- Environmental Finance Center at Wichita State University
- New England Environmental Finance Center at University of Southern Maine
- Southwest Environmental Finance Center
- Syracuse University Environmental Finance Center





Areas of Expertise

- Asset Management
- Energy Management Planning
- Financial Management
- Leadership Through Decision-making and Communication
- Managing Drought
- Water Loss Reduction

- Collaborating with Neighboring Communities
- Multi-funding
- Water Conservation
- Management and Finance 101
- Climate Resiliency
- Workforce Development

Small Systems Blog

Learn more about water finance and management through our Small Systems Blog! Blog posts feature lessons learned from our training and technical assistance, descriptions of available tools, and small systems "success stories."

Common Blog Topic Areas

- Asset Management
- Energy Management
- Enhancing Regulatory Compliance
- Fiscal Planning & Rate Setting
- Funding Coordination
- Managerial & Financial Leadership
- Water Loss Reduction
- Water System Collaboration



Blog



Magdalena, New Mexico: A Success Story from the Smart Management for Small Water S

Written by: Allison Perch Allison Perch is a Program Coordinator with the Environmental Finance Center financial health of its water system is at risk? This is the question that Stephanie Finch, the town clerk a



The Virtuous Cycle: Internal Energy Revolving Funds for Small Water Systems

Whitten by: David Tucker David Tucker is a Project Director with the Environmental Finance Denter at the pay for energy efficiency and renewable energy, helping cut utility costs? As energy is often the largest v



Smart Management for Small Water Systems Program Newsletter I Fall 2015

View Full Issue The Environmental Finance Center Network has published the third issue in a series of g

efcnetwork.org/small_systems_blog/

INTRODUCTION TO ASSET MANAGEMENT

PRESENTED BY: SOUTHWEST EFC HEATHER HIMMELBERGER

When you know better you do better

Maya Angelou

Asset management is first and foremost a process to help you run your systems in a better way Asset Management is not the part that's the burden

Running a water system is the *burden*

Asset Management is intended to reduce your *burden*

What Asset Management Is (and What It Isn't)

Asset Management is a Journey not a Destination

Asset Management is a Thought Process not a Computer Program The more you do the more benefit you receive, BUT....Doing even a little bit will improve the operation and management of your system

It's not a choice between doing asset management or not; Regardless you are making decisions regarding your assets every single day!!!

When done right, asset management really works to save money, time, effort.... It works even if it isn't done "right" as long as the thought process is followed. AM starts with what you already know and builds from there

It uses your entire staff, however many that may be

If you keep an open mind, you will walk away after this course with some ideas on how to change the way you currently do business to help yourself, your management, and your customers

Your Baseline

AM IQ https://southwestefc.unm. edu/AssetManagementIQ

LEVEL OF SERVICE

When you know better you do better

Maya Angelou

WATER UTILITIES ARE FIRST AND FOREMOST CUSTOMER SERVICE BUSINESSES



SO IT'S ALL ABOUT THE CUSTOMERS

CUSTOMER SERVICE IN ASSET MANAGEMENT TERMS

Defines the major goals of the utility (defines what level of service the utility will provide)



CALLED LEVEL OF SERVICE

LEVEL OF SERVICE IS A CHANCE TO



What's really important

HAVE A CONVERSATION WITH CUSTOMERS

UNDERSTANDING OF COSTS

higher levels of service = higher costs lower levels of service = lower costs

Service and cost are related

Level of Service



Your Road Map



SETTING SMART GOALS



SPECIFIC



"PROVIDE GOOD WATER"

"HAVE GOOD PRESSURE"

NON-

SPECIFIC

SPECIFIC

"MEET SDWA PRIMARY DRINKING WATER STANDARDS 100 % OF THE TIME"

"PROVIDE MINIMUM WATER PRESSURE OF 50 PSI THROUGHOUT THE SYSTEM 95% OF THE TIME"

MEASURABLE



"HAVE EXCEPTIONAL CUSTOMER SERVICE"

NON-MEASURABLE

MEASURABLE

"PROVIDE RELIABLE WATER SERVICE"

"RESPOND TO WATER QUALITY COMPLAINTS BY NEXT BUSINESS DAY 95% OF THE TIME"

"PROVIDE WATER CONTINUOULY TO ALL CUSTOMERS 95% OF THE TIME"

ATTAINABLE





REALISTIC



"REDUCE OVERALL WATER USE BY 20% WITHIN SIX MONTHS THROUGH A WATER CONSERVATION PROGRAM"

NON-

REALISTIC

REALISTIC

"REDUCE PER CAPITA WATER USE BY 20% WITHIN 3 YEARS THROUGH A WATER CONSERVATION PROGRAM"

TIME BOUND



NOT TIME BOUND

> TIME BOUND

"BREAKS WILL BE FIXED WHEN DISCOVERED"

"BREAKS WILL BE FIXED WITHIN 8 HOURS OF DISCOVERY 90% OF THE TIME"

ONE MORE ACRONYM.....KISS

Everything should be made as simple as possible, but not simpler.

Albert Einstein

Keep it Simple and Sustainable

CONSIDER HOW GOALS CHANGE YOUR OPERATION AND MANAGEMENT



GOAL ARE NOT SET IN STONE



CURRENT STATE OF THE ASSETS

When you know better you do better

Maya Angelou

WHAT ASSETS DO YOU OWN?

WHERE ARE YOUR ASSETS?


USING GOOGLE MAPS

Water System

Tank, Pump House, Chlorinator, Well #1

Well #2

Fort Trail Water Pipe
 Wannas Drive Water Line
 Captain Brendt Water Line
 Leonard Calvert Water Line
 Father White Water Line
 Captain John Smith Water
 Line

Farmington Creek Water Line
 Calverton Circle Water Line
 Calverton Rd. South Side
 Water Line





WHAT CONDITION ARE THEY IN?

WHAT IS THEIR REMAINING USEFUL LIFE?



WHAT IS THEIR REPLACEMENT VALUE?





WHAT ASSETS DO YOU WANT TO TRACK?





LOTS OF WAYS TO STORE DATA



COLLECTING AND IDENTIFYING YOUR ASSETS

	Assets Asset List Add Record	Collect Only What
	Main Data for Asset	You Will Use
	Description Building	Updemed. Room: Comparison Comparison
	Serial #: Manufacturer: Department	Keep Information
	Asset Type: Notes:	Updated
	Purchasing Information	P.O. 21
	Acquisition Date: Rec. in Years:	Think About Quality
	Account: Warranty #: Warranty Start	Think About Quality
	Date: Werranty End Date:	Leese End Dete:
1		

CRITICALITY

When you know better you do better

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What is the likelihood that an asset will fail?

What is the consequence if the asset does fail?

ASSET RISK





MORTALITY









CAPACITY







FINANCIAL INEFFICIENCY



More to fix than to replace



ASESSING CONSEQUENCES?



CONSIDER THE TRIPLE BOTTOM LINE

CALCULATING CRITICALITY

POF = PROBABILITY OF FAILURE

COF= CONSEQUENCE OF FAILURE

Criticality = POF X COF

WAYS TO REDUCE RISK



CALCULATING CRITICALITY INCLUDING REDUNDANCY

POF = PROBABILITY OF FAILURE

COF= COST OF FAILURE

Redundancy Factor = RF

Criticality = POF X COF X RF

Factors Affecting POF and COF

Risk - Hydrants

Probability of Failure	Consequence of Failure	
Age	Water damage to nearby structures	
Condition - rusting, corrosion, leaking seal?	Inability to properly flush system - health concerns	
Frequency of Use - is it opened annually as part of a flushing or testing program?	Inability to fight a fire - loss of property, loss of life	
Routine maintenance completed?	Level of Service Failures	
Pipe size connected to - less than 6 inch may cavitate		
Tools needed to open readily available to fire department and water department?		

New Tool Available

"Reference Guide For Asset Management Inventory and Risk Analysis"

ASSESSING CRITICALITY: A SIMPLE EXAMPLE



FACTORS TO CONSIDER FOR



PROBABILITY OF FAILURE

Scores for PoF

Well Name	POF Factor	
Westside Well	4	
Eastside Well	2	
Northside Well	4	
Southside Well	1	
Central Well	4	

FACTORS TO CONSIDER FOR



CONSEQUENCE OF FAILURE

Scores for CoF

Westside Well4Eastside Well4Northside Well3Southside Well2Central Well5	Well Name	COF Factor
4 Northside Well 3 Southside Well 2	Westside Well	4
Southside Well 2	Eastside Well	4
Central Well	Northside Well	3
Central Well 5	Southside Well	2
	Central Well	5

Risk Scores for Wells

Well Name	POF	COF	TOTAL RISK SCORE
Westside Well	4	4	16
Eastside Well	2	4	8
Northside Well	4	3	12
Southside Well	1	2	2
Central Well	4	5	20

VISUAL DISPLAY OF EXAMPLE DATA



What does the data say?

DOES IT MAKE SENSE?

DO YOU CARRY TOO MUCH RISK, NOT ENOUGH OR JUST RIGHT?

WHAT IF IT LOOKED LIKE THIS?



Or this?



CRITICALITY CHANGES

- ✓ CRITICALITY IS NOT STATIC
- EACH DAY CRITICALITY CHANGES SLIGHTLY
- NEED TO REASSESS CRITICALITY AT LEAST EVERY YEAR IF NOT SOONER

 REASSESS WHEN MAJOR CHANGES ARE MADE (UPGRADES, REPLACEMENTS, MAJOR CONSTRUCTION, REHABILITATION, REDUNDANCY ADDED)

Life Cycle Costing

When you know better you do better

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CAPITAL COSTS



VS. LIFE CYCLE COSTS



COSTS OVER ENTIRE LIFE


An Example



Life Cycle Costing is About Balance

REPLACEMENT

O&M REPAIR & REHAB

WHY DO WE DO MAINTENANCE





WHAT KIND OF FAILURES ARE WE TRYING TO PREVENT? Dísruption of service complete asset failure to customers What other kinds of failures? quality Faílure of another asset Reduction in Level of caused by failure of this Service

MAINTENANCE ACTIVITIES



ROUTINE



PREVENTATIVE

The benefits of maintenance are well known

Three to four times more expensive to operate without proper maintenance, but....

planning the Budget Maintenance is a common ítem cut from the budget



WHAT HAPPENS WHEN MAINTENANCE GETS CUT?



WE MOVE TOWARD COMPLETE REACTIVE MODE

AM IN ACTION: REACTIVE VS. PROACTIVE OPERATION



Mark Winslow and Jerry Morse, ABCWUA, NM

When you think about the maintenance on your facility how do you feel about ít?

Where do you fall on the scale of reactive vs. proactive?

If an airplane was maintained the way you maintain your facility would you fly in it?

THE LIST OF ASSETS IN THE ASSET INVENTORY PROVIDES INFORMATION REGARDING THE ASSETS THAT NEED 0&M

SEPARATE ASSETS BY CLASS OR CATEGORY TO AID IN DETERMINNG O&M TASKS



Determine OGM activities by category first then add any activities for specific equipment

List operation and maintenance activities by type and frequency

EXAMPLE: SMALL GROUNDWATER SYSTEM



Example O&M Tasks DAILY



Example O&M Tasks WEEKLY

Check well house interior and grounds for cleanliness and condition Verify start and stop pressure settings and operability of water pressure gauges

Check pumps for leaks or seepage

Check bladder tanks for waterlog condition

Example O&M Tasks MONTHLY

Check well house control valves for proper positions (open or closed) Perform routine operation of emergency generator

Inspect well pump motors and controls

Take monthly water quality samples

Read customer meters

Example O&M Tasks Quarterly

Inspect and clean chlorine solution feed lines

Clean pump house and grounds

Inspect storage tanks for sanitary deficiencies

Example O&M Tasks SEMI-ANNUALLY

Exercise half of
all main line
valves

Check pressure relief valves

Record static and pumping levels of each well

Inspect chemical safety equipment

Create a master líst by frequency (daily tasks, weekly tasks, monthly tasks, quarterly tasks, etc.)

Adjust any tasks for specific pieces of equipment based on condition (increase or decrease OEM)

Adjust any tasks for specific pieces of equipment based on estimated useful life remaining

USEFUL LIFE OF THE ASSETS

If the useful life is near the end and the Long Life asset is scheduled for replacement, SHORT some OGM may not be necessary

USEFUL LIFE OF THE ASSETS



Examíne quantity of OSM on the asset and the cost of OEM per asset to see how it compares to replacement cost

SET GOALS FOR O&M



WHAT GOALS COULD YOU SET RELATED TO O&M?

Ratio of planned maintenance vs. corrective Increase in the life of a particular asset Increase in the life of a class of asset

Decrease in costs related to contracted repairs Decrease in cost of corrective maintenance over time

ENSURE O&M IS ADEQUATE TO MEET THE OTHER GOALS OF THE FACILITY



Adjust O&M as necessary to ensure that goals related to all other aspects of operation can be met

ROUTINE MAINTENANCE BASED ON CRITICALITY

Consequence of Failure	ROUTINE MAINTENANCE 25%	ROUTINE MAINTENANCE 30%
	ROUTINE MAINTENANCE 20%	ROUTINE MAINTENANCE 25%

Probability of Failure -

PREVENTATIVE MAINTENANCE BASED ON CRITICALITY

	PREVENTATIVE MAINTENANCE 20%	PREVENTATIVE MAINTENANCE 40%
L S	PREVENTATIVE MAINTENANCE 10%	PREVENTATIVE MAINTENANCE 30%

Probability of Failure -

PREDICTIVE MAINTENANCE OR MONITORING BASED ON CRITICALITY

PREDICTIVE MAINTENANCE	PREDICTIVE MAINTENANCE
OR MONITORING	OR MONITORING
20%	75%
PREDICTIVE	PREDICTIVE
MAINTENANCE	MAINTENANCE
OR MONITORING	OR MONITORING

5%

Probability of Failure -

0%

Consequence of Failure

Extending the Life of an Asset


Which Assets Have Possibility of Interventions? Which Don't

Develop a budget for the OSM you need to do Consider: labor costs, supplies, equipment, contractor (outside professional)

IS CURRENT BUDGET FOR O&M ADEQUATE?

Look at O&M plan: What activities need to be done? How much will these activities cost annually? What is the cost by asset class? Does the split of costs by asset class make sense?

What is the gap between current funding and needed funding for O&M?

WHAT COULD YOU DO TO FILL THE GAP?

Can any funding be moved from other portions of the budget to O&M?

Is there any way to increase fees or other funding sources? Is there any way to cut costs?

ENERGY EFFICIENCY IS ONE WAY TO CUT COSTS



Money Isn't All You're Saving

CATEGORIES FOR ENERGY EFFICIENCY OPPORTUNITIES

Capital program or equipment replacement	Process Change	Operational Change	
Automation or controls	Maintenance Improvements	Business Measures	

POTENTIAL HIGH IMPACT PROJECTS

Water System	Pumping system	Motor
Optimization	efficiencies	Management
Promote water conservation	Reduce heating and cooling loads for buildings	Use of renewable energy

FURTHER OPPORTUNITES IN BUILDINGS

Turn off lights	Replace light bulbs with low energy bulbs	Turn off computers
Consider occupancy sensors	Seal window leaks	Inspect/Clean/ change air filters

WATER EFFICIENCY IS ANOTHER WAY TO CUT COSTS & IT CAN INCREASE REVENUE



WAYS TO CUT COSTS

Reducing liability (protection from lawsuits)	Reduce operational costs for pumping, treatment and maintenance	Reduce or eliminate need for new sources	
Reduction of emergency repairs	Prevention of contamination	Reduction of damage to property	

WAYS TO INCREASE REVENUE

Recover revenue from customers who have been underpaying Recover revenue from customers who have been stealing water

Recover revenue from stopped meters Recover revenue from people receiving "free" water

Savings on energy and water efficiency can be spent in other areas, such as routine, preventative or predictive maintenance

TRACK COST SAVINGS OVER TIME

Look at reduced replacement costs Look at whether assets are lasting longer than previously (leading to reduced costs for replacement) Examine whether major repairs are reduced Has downtime been reduced? Look at energy savings

TRACK PROGRESS TOWARDS MEETING GOALS

Examine progress towards meeting goals related to OSM Are you meeting goals? What could you change to meet goals? Do goals need to be revised in any way?



Develop an O&M Plan







Tie to Equipment Manufacturer's Information and manuals





Good Reference for O&M Plan

Preventive maintenance program Guide for small public water systems using groundwater

November 2011



DOH 331-351 Revised

http://www.doh.wa.gov/portals/1/documents/pubs/331-351.pdf

Create a check list of tasks that need to be done on assets and when they need to be done and keep records regarding whether tasks are completed

KEEP RECORDS, PICTURES, VIDEOS, NOTES



It's important to review the OSM plan and adjust períodically (maybe every 2-3 years)

keeping

running.

QUESTIONS TO ASK YOURSELF IN REVIEWING AN O&M PLAN

What do we do now that we should continue to do?

What don't we do that we should start doing?

What do we do now that we should no longer do? What don't we do now that we can continue not doing?

Evaluate all tasks to ensure money is spent in the right way on the right tasks

TRACKING O&M COSTS

Asset ID	Asset Category	Asset Type	Annual O&M Costs
RW1PHB	Raw Water	Pump	\$4,523
RW2PHB	Raw Water	Pump	\$6,955
RW1PHA	Raw Water	Pump	\$3,760
RW2PHB	Raw Water	Pump	\$4,145

CAPITAL ACTIVITIES: ASSETS EVENTUALLY NEED REPLACING



CAPITAL ACTIVITIES



HOW TO DECIDE WHEN TO REPAIR, REHABILITATE, REPLACE



CAPITAL PROJECTS



LOOK CAREFULLY AT HIGH DOLLAR PROJECTS

Long Term Funding Strategies

When you know better you do better

Maya Angelou

WHAT ARE YOUR FUNDING NEEDS?

DAY TO DAY EXPENSES? (O&M)

CAPITAL EXPENDITURES (LONG TERM EXPENSES)

WHERE WILL THE MONEY COME FROM?

O&M – GENERAL FUNDS, OTHER FUNDS, RATES, FEES, PENALTIES

CAPITAL PROJECTS – SYSTEM FUNDS AND/OR OUTSIDE FUNDING (GRANTS, LOANS)

FUNDING ISSUES



ASSET REPLACEMENT WAVES



FULL COSTS OF OPERATION



A DOLLAR IS A DOLLAR?



CHARGING FOR WATER – CONSIDERATIONS



Resources and Tools

efcnetwork.org

Funding Information by State

http://efcnetwork.org/funding-sources-by-state/

New Mexico Water and Wastewater Funding Sources

Compiled by the EFCN, March 2013

Organization	Program (key words)	Purpose or Use of Funds	Application Dates	Website	Contact
	Drinking Water State Revolving Loan Fund (DWSRF) (water)	The Environmental Finance Authroity provides low-cost financial assistance to eligible public water systems to finance the cost of repair and replacement of drinking water infrastructure, maintain or achieve compliance with the federal Safe Drinking Water Act (SWDA) requirements, and protect drinking water quality and public health.	Applications received year round		Ryan Helton rhelton@nmfa.net 505-992-9615 207 Shelby Street Santa Fe, New Mexico 87501
	Public Project Revolving Fund (PPRF) (sewer, water)	The PPRF is used to finance public projects such as water system upgrades and other infrastructure improvements.	No actual dates found		John Brooks jbrooks@nmfa.net 505-992-9638 207 Shelby Street Santa Fe, New Mexico 87501
(sewer, wot Local Gover (Formerly K and Wastey	Water Project Fund (sewer, water)	Porjects are recommended by the Water Trust Board to the Legislature. Projects fall within five project categories: (1) water conservation or reuse, (2) flood prevention, (3) endangered species act (ESA) collaborative efforts, (4) water storage, conveyance and delivery infrastructure improvements, and (5) watershed restoration and management initiatives.	No actual dates found	http://www.nmfa.net/NMFAInt ernet/NMFA_Web.aspx?Conten tID=15	Jana M. Amacher jamacher@nmfa.net 505-984-1454 207 Shelby St. Santa Fe, New Mexico 87501
	(Formerly Known as the Water	Provides up-front capital (grants and loans) necessary to allow for proper planning of vital water and wastewater projects, including master plans, conservation plans, economic development plans, infrastructure plans and energy efficiency audits.	No actual dates found		John Brooks jbrooks@nmfa.net 505-992-9638 207 Shelby Street Santa Fe, New Mexico 87501
Economic Development Administration	Public Works and Economic Adjustment Assistance Programs	Empowers distressed communities to revitalize, expand, and upgrade their physical infrastructure to attract new inductor, encourage builders expansion, dispetitules a	No actual datas found	http://www.eda.gov/programs.	Jorge D. Ayala jorge.d.ayala@eda.gov 512-381-8150

Funding Tools and Resources

- Financial Health Checkup for Water Utilities -Tool
- Plan to Pay: Scenarios to Fund Your CIP Tool
- Water and Wastewater Rates Analysis Model -Tool
- Designing Rate Structures that Support Your Objectives: Guidance Document

http://efcnetwork.org/resource-library/

It's better to walk on the right road than run on the wrong one

Asset Management is best done by the people who own, manage, and operate the assets

Efficient management of assets is necessary to be good stewards of the public assets

Don't let what you can't do stop you from doing what you can do.