



Pre-Visit Checklist

Asset Management Plan

Overview

An asset management plan is a systematic approach for managing an organization's infrastructure and other assets to provide a framework for proper prioritization. It is a 'living' document that can help systems decide how and where to spend resources to maintain uninterrupted availability of safe drinking water to customers.

Prior to your scheduled meeting with DEQ, please have the following information ready and available.

Checklist



Important Documents

- A comprehensive map of your system (either GIS or paper)
- Any inventory or list of system assets such as: pumps, hydrants, meters, pipes, valves, storage tanks, wells, intake structures, monitoring and treatment equipment, buildings, vehicles, etc.



Provide the Following Information for Each Asset

- Asset category & type - see list on back for more information
- Size and quantity of each asset
- Installation date - can be estimated
- Location of each asset - address, latitude/longitude, general description
- Repair and maintenance history
- Current condition - bad, fair, good, or great
- Cost data - initial installation cost, O&M cost, etc.

Continued on back ...

Potential System Assets

Source	Tank	Meter	Treatment	Analytical
Dam Groundwater	Clear Well	Backwash	Activated Alumina	Alkalinity test equipment
Intake	Ground	Chemical	Aerator	Ammonia testing
Reservoir	Elevated	Commercial	Backwash	Arsenic testing
Spring Box	Standpipe	Finished H2O	Chemical Feeders	Benchtop turbidity meter
Pump	Valve	Master	Chemical Storage	Chlorine dioxide testing
Backwash	ARV	Raw	Clarifier	Chlorite testing
Booster	Air Vacuum	Residential	Dechlorination	Colorimeter
Decant	Altitude	Treatment	Disinfection	Conductivity meter
High Service	Backflow	Well	EBR	Filter headloss equipment
Raw Water	Ball	Pipe	Electrodialysis	Fluoride meter
Tank	Blow-off	Transite	Filtration	Hardness equipment
Transfer	Butterfly	Cast Iron	Flocculation	Iron testing
Well	Check	Concrete	Fluoridation	Manganese testing
Building	Double Check	Ductile Iron	Ion Exchange	Monochloramine
Chemical Storage	Gate	HDPE	Mixers	Nitrate testing
Pump Station	PRV	PVC	Package Plant	Nitrite testing
Water Office	Control	Steel	PAC	Online chlorine analyzer
Well House	Telemetry	Hydrant	Pre-sedimentation	Online turbidimeter
Water Treatment P	SCADA	Fire	Sedimentation	pH meter
		Flush	Generators	Phosphate testing
		Flow test	Portable	Stability equipment
			Permanent	TDS meter
				Temperature probe
			Turbidimeter	

Questions or Concerns

Asset Management plans are vital for making informed decisions on infrastructure acquisition, construction, operation, maintenance, renewal, replacement, expansion and disposal. Having a plan in place that is updated regularly will minimize risk, help manage costs, and ensure the continuous delivery of safe drinking water to customers.

DEQ looks forward to meeting with you and providing technical assistance for your system. If you have any questions between now and our meeting- please do not hesitate to reach out to our Capacity Development section.

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