

Creating a Basic Water System Asset Inventory

ASSET MANAGEMENT PLAN (AMP)

1. Create a detailed Water System Asset Inventory outlining and rating the condition of your water system assets (see below). Start with a spreadsheet that includes all of your water system's assets. Next you can begin evaluating the condition of each asset.
2. Document any planned capital improvement or maintenance projects at your water system.
3. Draft a budget or financial plan and analysis for your waterworks or water system.
4. Create a map containing the location (ideally the precise geo-coordinates) of your assets. Using a map that is easy to update is essential—i.e. GIS, or similar asset management mapping software—hardcopy maps are *not* recommended, as these are difficult to update, vulnerable to the elements, and hard to share with others.

WATER SYSTEM ASSET INVENTORY

- **Your Water System Asset Inventory should, to the extent possible, include the following information on this list.**
- Your asset inventory should be continuously updated to reflect the condition of your assets and water system—if maintenance or repair or replacement is performed on any water system component, it should be noted and updated on your Asset Inventory.
- An ideal Water System Asset Inventory would also include a repair and replacement schedule for assets.
- You can include a column for [Criticality](#) on your Asset Inventory, if you are comfortable and knowledgeable of assessing [asset criticality](#).

A rating table, such as the one below, may help in assessing the condition of your water system assets.

Condition Assessment	
Condition Rating	Description
5	Unserviceable
4	Significant Deterioration
3	Moderate Deterioration
2	Minor Deterioration
1	New or Excellent Condition

Distribution System/Pipes/Mains

- Diameter
- Age
- Length/miles
- Material
- Valves and hydrants
- Location tracking – asset location maps that comply with NR 810.26(2) Wis. Adm. Code
- Digital location tracking with GIS/GPS geo-data
- O&M history
- Condition and estimated years of service remaining
- Value

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Storage

- Manufacturer
- Age
- Capacity/size
- Materials
- Type
- Appurtenances
- Emergency power
- Location tracking – asset location maps that comply with NR 810.26(2) Wis. Adm. Code
- O&M history
- Estimated years of service remaining
- Value

Well

- Age and estimated years of service remaining
- Capacity
- Pump age and type
- Casing size and depth
- Appurtenances
- Location tracking – asset location maps that comply with NR 810.26(2) Wis. Adm. Code
- O&M history
- Digital location tracking with GIS/GPS geo-data
- Value

Additional Assets

- Treatment plant
- Pump house/booster stations
- Meter vaults