

WAMC Wastewater Survey Instructions

A. General Information

A.1 Name of Utility - The name of utility as used by EGLE in regulatory documents

A.2 Responder information – Contact information for the person filling out this survey.

A.3 System NPDES Permit No. – The NPDES permit numbers associated with your regulated discharge.

B. System Ownership

B.1 Please indicate whether you own or operate different components of your wastewater system. Definitions for the three different categories are below. Ownership means that the assets belong to your municipality, operate means that you operate and maintain on behalf of another entity.

Treatment – Operation that treats sewage to meet the regulatory requirements of a discharge permit.

Collection System – System of pipes, structures, pump/lift stations, and force mains to convey sewage to a treatment facility.

B.2 Do you send your wastewater to another municipality, multi-jurisdictional system or regional system?

Indicate whether you send your wastewater to another system for treatment, and if so, and the name of the system you receive wastewater from.

B.3 Do you provide wastewater to other municipalities or systems?

Indicate yes or no and if yes, how many municipalities/entities.

C. System Inventory

C.1. Please indicate whether you have a Geographic Information Systems (GIS) database for your wastewater system.

C.2 Please indicate whether your system is separated or combined.

Separated – No known direct stormwater connections to the system such as connected catch basins, storm sewers, roof drains, etc.

Separated but with footing drains combined – No surface stormwater connections to the wastewater system, but footing drains are connected

Partially combined – If the system is partially combined by either having some catch basins, roof drains, etc. connected to the system or some areas of the system being combined, please indicate the percentage that is combined.

Combined – Wastewater and stormwater flow end up in the same pipe.

C.3 Please fill out the table with the total feet of pipe installed based on diameter and material. If this is not known, please use the unknown size and material row and column. For non-circular pipes, please use the equivalent diameter.

C.4 Please fill out the table with the pipe installation date to the nearest decade.

C.5 Please indicate the total number of each of the assets listed. The “other” category should be used for any other assets that are not included in the categories listed. While most of these are standard assets, a couple clarifications for definitions are:

Equalization Basin – A basin in the system that stores wastewater or combined sewage during high flow conditions, and releases back into the system once flow has gone down. No treatment is provided. In-line storage facilities should be included in the equalization basin category.

Retention Treatment Basin – A basin in the system that stores wastewater or combined sewage during high flow conditions and can provide primary treatment prior to any combined sewer overflows (CSO) or sanitary sewer overflows (SSO).

D. System Business Risk Exposure

D.1 Please fill out the table to show the pipe probability of failure rating by footage. Probability of failure (POF) is the likelihood of an asset failing. The range is from 1-5 with 1 being a very low probability and 5 being a very high probability. If a POF analysis has not been completed, please indicate unknown.

D.2 Please indicate what criteria were used to develop the pipe POF. If this step has not been completed, please indicate N/A. Criteria may include physical inspections, sewage blockage history, sewer capacity, age of pipe, or other factors. If multiple criteria were used to develop POF, those should all be indicated.

D.3 Please fill out the table to show the pipe consequence of failure by footage. Consequence of failure (COF) is defined as the impacts on the system should the asset fail and depends on how critical the asset is. The range is from 1-5 with 1 being a very low consequence and 5 being a very high consequence. If a COF analysis has not been completed, please indicate unknown.

D.4 Please indicate what criteria were used to develop the pipe COF. If this step has not been completed, please indicate N/A. Criteria may include pipe diameter, location in system (i.e. under water bodies, railroads, highways, etc.), accessibility, customer impact, or other factors. If multiple criteria were used to develop COF, those should all be indicated.

D.5 Please calculate the Business Risk Exposure (BRE) for the linear assets and show the total footage in each category. The BRE can be calculated by multiplying the POF x COF for a total score of 1-25. The higher the number, the greater the risk to the asset. The table below shows the ranges for this calculation.

D.6 For vertical assets, please indicate the overall POF, COF, and BRE for the individual sites. This can be on a total site basis (i.e. for lift/pump station), rather than by assets at each site. If these analyses have not been completed, please indicate N/A. The scale for POF and COF should be from 1-5 similar to linear assets and the BRE should be calculated by multiplying POF x COF.

D.7 For a Wastewater Treatment Plant, please indicate the overall POF, COF, and BRE for each major process at the plant. If this analysis has not been completed, please indicate N/A. The scale for POF and COF should be from 1-5 similar to linear assets, and the BRE should be calculated by multiplying POF x COF.

E. Capital Funding for Wastewater

E.1 Please fill out the table with replacement values (in current \$) of your wastewater assets based categories listed. Depreciation should not be included in these values.

E.2 Please fill out the table to indicate the percentage of pipe in the system you plan to CCTV on an annual average over the next five years. This does not need to be broken down by diameter. Also, please indicate the average amount you have budgeted annually over the next five years.

E.3 Please fill out the table to indicate the total footage of pipe you plan to replace/rehabilitate on an annual average over the next five (5) years. This does not need to be broken down by diameter. Also, please indicate the average amount you have budgeted annually over the next five years.

E.4 Please indicate your anticipated annual average wastewater CIP budget (in current \$0) over the next 5 years. This should not include operation and maintenance.

E.5 Please indicate your anticipated average annual wastewater operation and maintenance budget over the next five years.

E.6 Please indicate your anticipated average annual wastewater revenue for the next 5 years. This should include revenue from all sources, including grants and loans.

E.7 Please indicate the level of funding you would spend on an average annual basis over five years if funding were available.

F. Level of Service

F.1 Please indicate whether you have developed Level of Service (LOS) goals for your system. Level of service defines the way in which utility stakeholders want the utility to perform over the long term. Utilities balance the performance of the system with the cost to operate the system in order to provide reliable service to customers. There are several components that can go into LOS including:

- a. Reliability/Resiliency – If there is a failure on a certain asset in the system, can the system continue to provide safe, reliable wastewater service to customers and are assets being properly maintained to assure they are in working order.
- b. Responsiveness – If there is an issue with the system, does the utility have the staff or resources to respond in a timely manner?
- c. Safety – Does the system operate in a way to protect the public.
- d. Capacity – Is the system designed to adequately convey wastewater through all of the pipes without backups or overflows.
- e. Environmental impact – Is the system in good working order to prevent overflows which may impact the environment.
- f. Affordability - Is utility able to provide safe, reliable wastewater services to all customers at an affordable rate or provide programs to assist customers with affordability.
- g. Compliance – System meets all requirement of the National Pollutant Discharge Elimination System Permit (NPDES permit) and any other regulatory requirements.

F.2 Please indicate how far your system is toward reaching its LOS goals for each of the categories listed above per the scores listed in the survey.

0=system has not developed LOS goals

1=system has developed LOS goals but no action has been taken

2=system has developed LOS goals but limited action has been taken

3=system is halfway toward meeting LOS goals

4=system has made significant process in meeting the LOS goals

5=system has reached the desired LOS goals and maintains that level

NA=this information is not available.

F.3 Most communities have not fully implemented their LOS goals. Please indicate the impediments to reaching your LOS goals.

G. Coordination

G.1 Please indicate if you are currently coordinating efforts with other utilities or jurisdictions.

G.2 Please indicate which other types of utilities or jurisdictions you are coordinating with. If none, please indicate that. Individual utilities or jurisdictions do not need to be listed.

G.3 Please indicate where the project planning process you begin coordination.

G.4 Please indicate if you use the MIC project portal for coordinating activities.

G.5 Please indicate if you plan on using the MIC project portal for coordinating activities in the future. More information about the project portal can be found at [MIC Project Portal \(MiDIG\) \(michigan.gov\)](#).

G.6 Please indicate what activities are currently coordinated.

G.7 Please indicate if you plan to coordinate activities in the future.

Before you hit the submit button, please be sure you have saved the PDF file to your computer. You will then need to hit the submit button, the email box will open and you will need to attach the file to the email. Add a message if you'd like and hit send.