



Evaluation: Reclaimed/Wastewater Utility

City/System Name and IPDES or Re-Use System ID:

Date:

MANAGERIAL CAPACITY	Comments/Notes
Sanitary System Rules, Regulations or Ordinances	<ul style="list-style-type: none"> • DEQ Regional WW Staff • http://www.nesc.wvu.edu/wastewater.cfm • IRWA field staff or website (regulations documents): www.idahoruralwater.com/services/wastewater/ • Ordinances: www.idahoruralwater.com/ordinances/ • Questions on ordinance process: AIC
Future Capital Needs or Strategic Plan (Facility Plan)	<ul style="list-style-type: none"> • Engineering Firm • https://www.epa.gov/waterresilience
Emergency or System Overflow Plan	<ul style="list-style-type: none"> • Idaho Office of Emergency Management: https://ioem.idaho.gov/ • https://ioem.idaho.gov/Pages/AboutUs/Contact/CountyCoordinators.aspx • www.idahoruralwater.com/emergency-response/ • https://www.epa.gov/homeland-security-research/water-system-security-and-resilience-homeland-security-research • https://www.epa.gov/waterresilience
Secure and Accessible System and Billing Records	<ul style="list-style-type: none"> • https://waterandhealth.org/safe-drinking-water/drinking-water/cyber-security-101-for-drinking-water/ • https://www.awwa.org/resources-tools/water-and-wastewater-utility-management/cybersecurity-guidance.aspx • National Environmental Services Center: • https://www.epa.gov/waterresilience • Diane Sauer: 208-818-2843 Diane.Sauer@outlook.com
Pretreatment Ordinance or System Protection Plan	<ul style="list-style-type: none"> • https://www3.epa.gov/npdes/pubs/pretreatment_model_suo.pdf • www.idahoruralwater.com/ordinances/ • http://www.abcwua.org/Industrial Pretreatment.aspx
Periodic Review of Usage by Non-Residential Users	<ul style="list-style-type: none"> •
Regular Communication with Customers	<ul style="list-style-type: none"> • https://www.ruralwaterimpact.com/ • https://idahoruralwater.com/resources/brochures-and-flyers/ • https://www.epa.gov/waterutilityresponse/water-

	<p><u>utility-communication-during-emergency-response</u></p>
<p>FINANCIAL CAPACITY</p>	
<p>Formal System Budget</p>	<ul style="list-style-type: none"> • Alliance for Water Efficiency: http://www.allianceforwaterefficiency.org/1Column.aspx?id=710 • https://www.epa.gov/planandbudget • UMC Course: https://wateruniversity.org or IRWA • Diane Sauer: 208-818-2843 Diane.Sauer@outlook.com
<p>Rate and Fee Structure Meets Expenses</p>	<ul style="list-style-type: none"> • Alliance for Water Efficiency: http://www.allianceforwaterefficiency.org/1Column.aspx?id=710 • https://www.awwa.org/resources-tools/water-knowledge/affordability.aspx#351341648-awwa-technical-resources • UMC Course : https://wateruniversity.org or IRWA • http://www2.deq.idaho.gov/water/SMSWS/Pages/Login.aspx • Diane Sauer: 208-818-2843 Diane.Sauer@outlook.com
<p>Capital Reserve & Depreciation Fund</p>	<ul style="list-style-type: none"> • <i>Cash Reserve Policy Guidelines</i> from AWWA • <i>Government Finance Officers Association</i> • <i>Financial Planning</i> from RCAC • Environmental Finance Center: http://efc.web.unc.edu/2013/02/22/more-on-reserve-funds-how-much-is-too-much/ • UMC Course: https://wateruniversity.org or IRWA • http://www2.deq.idaho.gov/water/SMSWS/Pages/Login.aspx
<p>Asset Inventory & Replacement</p>	<ul style="list-style-type: none"> • CUPSS: https://www.epa.gov/dwcapacity/information-check-program-small-systems-cupss-asset-management-tool • Asset management guides and resources from EPA: https://www.epa.gov/dwcapacity/asset-management-resources-small-drinking-water-systems-0 • www.idahoruralwater.com/emergency-response/ • Tui Anderson: 208-871-8437 waterutilityapp@gmail.com
<p>Current Rate Study</p>	<ul style="list-style-type: none"> • IRWA Support Services:

	<p>www.idahoruralwater.com/services/support-services/</p> <ul style="list-style-type: none"> • Diane Sauer: 208-818-2843 Diane.Sauer@outlook.com
Affordability Analysis	<ul style="list-style-type: none"> • https://www.awwa.org/resources-tools/water-knowledge/affordability.aspx#351341648-awwa-technical-resources • http://www2.deq.idaho.gov/water/SMSWS/Pages/Login.aspx
TECHNICAL CAPACITY	
Secondary, Equivalent, or Increased Treatment Capacity	<ul style="list-style-type: none"> • Engineer • USDA RD, DEQ, IRWA, AIC
Certified Operator(s) & Backup Operator(s)	<ul style="list-style-type: none"> • http://www2.deq.idaho.gov/water/OpForHire/Search • IRWA Support Services: www.idahoruralwater.com/services/support-services/ • Find your classification: http://www.deq.idaho.gov/water-quality/wastewater/pwws-classification-licensure/
Operations & Maintenance Manual	<ul style="list-style-type: none"> • Templates: www.idahoruralwater.com/emergency-response/ • Daily record keeping: https://www.epa.gov/dwcapacity/operation-and-maintenance-resources-small-drinking-water-systems-0
As-Built Plans/Collection System Map	City/Project Engineers, Administrators, PW Directors
Up to Date Asset Management (Maps & Inventory)	<ul style="list-style-type: none"> • IRWA Support Services: www.idahoruralwater.com/services/support-services/ • Tui Anderson: 208-871-8437 waterutilityapp@gmail.com
Up to Date Operation Monitoring System	SCADA
Water Infiltration/Inflow Accounting	SCADA IRWA: www.idahoruralwater.com or 208-343-7001
COMPLIANCE REVIEW	
IPDES Permits <ul style="list-style-type: none"> • Active or Administratively Extended • Exceedance of Permit Effluent Limits • Active/Ongoing Schedule of Compliance • Significant System, Service, or TMDL-Related Deficiencies • Operating Capacity > 80% of Design within 5 Yrs 	<ul style="list-style-type: none"> • AIC: http://idahocities.org or (208) 344-8594 • http://www.deq.idaho.gov/permitting/water-quality-permitting/npdes/ • http://www.deq.idaho.gov/permitting/water-quality-permitting/ipdes/ • IRWA field staff: www.idahoruralwater.com or 208-343-7001 •

<ul style="list-style-type: none">• Monitoring & Reporting	
Lab Testing Facilities & Personnel	<ul style="list-style-type: none">• http://healthandwelfare.idaho.gov/Health/Labs/CertificationDrinkingWaterLabs/tabid/1833/Default.aspx• Emergency/After-hours Lab Services: Water Laboratory Alliance https://www.epa.gov/waterlabnetwork