



11325 Brown Bridge Road
P.O. Box 1137
Covington, GA 30016
(770) 787-1375
www.ncwsa.us

Engineering Department Water System Flow Test Policy and Procedures

1. The Department maintains some historical flow test data for the distribution system. This data is available to owners, design professionals, technicians, or agents thereof, for planning purposes. Please provide 1 weeks' notice to the Department for research and response.
2. The Department requires a minimum of one (1) weeks' notice to prepare for and schedule flow tests on the water distribution system. Tests available include the following:
 - a. Fire flow
 - b. Residual pressure measurements
 - c. 24-hour recording of pressure
 - d. Water quality sampling
 - e. Other flow estimates
3. Although the Department supports efforts by the design and engineering community to properly plan for future connections to and development of infrastructure, the Department reserves the right to decline, reschedule or relocate tests that do not serve public health and safety, the best interests of the system, or its customers at any time. This response may be due to operational circumstances including the following:
 - a. Drought conditions
 - b. Outdoor water restrictions or drought response
 - c. Low system pressure gradient
 - d. Historical water hammer or transient phenomena in a particular geography
 - e. Unforeseen workload or other emergency
4. The owner, design professional, technician or agent thereof, shall make application and pay Inspection Fee of \$250 to the Department as reimbursement of costs, including:
 - a. Unbilled water
 - b. Distribution Operator time
 - c. Tools and equipment
 - d. Administrative time
5. We will arrange for and stage the tests, manipulate/operate the system, and provide oversight of field activities. We own tools and equipment for system measurements; however, we do not warrant the accuracy or calibration of the same. The Department will not perform the measurements, calculate or interpret data gathered, so the agent should furnish measurement equipment if accuracy is desired.

The design professional, technician, or agent thereof, shall perform the following tasks:

- a. Confirm street address for tests
 - b. Read and record field data
 - c. Assemble any and all data
 - d. Estimate, calculate, interpret data
 - e. Assure quality oversight
 - f. Provide a digital copy of results to the Department
6. Please see the attached Application Request for further details.



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Engineering Department Water System Flow Test Request

1. Name of Owner or Agent: _____
2. Contact Information: _____

3. Describe Project / Location: _____

4. Requested Date(s): _____
5. Describe Requested Test(s) & Location (Please provide street address): _____

6. List participants, qualifications and tools for test personnel: _____



7. Department Use (Initial or fill in as appropriate with dates):
 - a. Application received: _____
 - b. Inspection fee received: _____
 - c. Distribution sign-off: _____
 - d. Engineering sign-off: _____
 - e. Scheduled test date: _____
 - f. Test completed: _____
 - g. Results received and filed: _____