

**ALABAMA WATER AND POLLUTION CONTROL ASSOCIATION  
BEST OPERATED PLANT AWARD COMMITTEE**

**GRADE SHEET FOR SURFACE WATER PLANTS**

SYSTEM: \_\_\_\_\_

SYSTEM PERSONNEL CONDUCTING TOUR: \_\_\_\_\_

**SCORING INSTRUCTIONS**

<b>GRADE</b>	<b>SCORE</b>
"yes"	1 point
"no"	0 point
"no*"	-1 point
"excellent"	1 point
"good"	0.75 point
"fair"	0.50 point
"poor"	0 point

**SCORE AS ABOVE EXCEPT AS OTHERWISE INDICATED**

TOTAL "YES" \_\_\_\_\_

TOTAL "NO" \_\_\_\_\_

TOTAL OTHER POINTS \_\_\_\_\_

TOTAL \_\_\_\_\_

*FINAL SCORE (100 POSSIBLE) = \_\_\_\_\_*

INSPECTED ON: \_\_\_\_\_  
Day Date

INSPECTED BY: \_\_\_\_\_

TURNED IN TO COMMITTEE: \_\_\_\_\_  
Day Date

SCORING CHECKED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**I. RAW WATER EQUIPMENT**

- 1. Has generator yes\_\_\_\_\_no\_\_\_\_\_
- 2. Operable raw water meter yes\_\_\_\_\_no\_\_\_\_\_
- 3. Overall condition excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
- 4. Is facility visited daily yes\_\_\_\_\_no\_\_\_\_\_

**II. FLASH MIX UNITS**

- 1. Condition excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
- 2. Is area lighted yes\_\_\_\_\_no\_\_\_\_\_
- 3. Is area free of chemical build-up yes\_\_\_\_\_no\_\_\_\_\_

**III. FLOCCULATION UNITS**

- 1. Floc formation excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
- 2. Condition of equipment excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
- 3. Is area lighted yes\_\_\_\_\_no\_\_\_\_\_

**IV. SETTLING BASINS**

- 1. Has continuous sludge removal yes\_\_\_\_\_no\_\_\_\_\_
- 2. Floc settlement excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
- 3. Basin free of sludge build-up yes\_\_\_\_\_no\_\_\_\_\_\*
- 4. Overall condition excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
- 5. Is area lighted yes\_\_\_\_\_no\_\_\_\_\_

**V. FILTERS**

- 1. All headloss indicators operable yes\_\_\_\_\_no\_\_\_\_\_\*
- 2. All rate of flow indicators operable yes\_\_\_\_\_no\_\_\_\_\_\*
- 3. All wash water agitators operable yes\_\_\_\_\_no\_\_\_\_\_\*
- 4. Surface of media clean yes\_\_\_\_\_no\_\_\_\_\_\*
- 5. Media level checked during the past 12 months at the proper level yes\_\_\_\_\_no\_\_\_\_\_\*
- 6. Are rake and hookage or other advanced flow rate

- equipment available? yes\_\_\_\_\_no\_\_\_\_\_
7. Is there a Standard Operating Procedure for backwash yes\_\_\_\_\_no\_\_\_\_\_
8. Are rate of flow indicators checked using hookgage (produce results) yes\_\_\_\_\_no\_\_\_\_\_

**VI. CLEARWELL**

1. Is clearwell properly protected yes\_\_\_\_\_no\_\_\_\_\_\*
2. Overall condition excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
3. Is clearwell level indicator working properly yes\_\_\_\_\_no\_\_\_\_\_

**VII. CHEMICAL FEED EQUIPMENT**

1. Spare disinfectant feeder yes\_\_\_\_\_no\_\_\_\_\_\*
2. Spare corrosion control feeder yes\_\_\_\_\_no\_\_\_\_\_\*
3. Spare coagulant feeder yes\_\_\_\_\_no\_\_\_\_\_\*
4. Overall condition excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_
5. Is weight of chemicals recorded yes\_\_\_\_\_no\_\_\_\_\_

**VIII. EXTRA EQUIPMENT ( 1 POINT FOR EACH)**

1. Fluoride being fed \_\_\_\_\_
2. Corrosion inhibitor other than lime, soda ash etc. being used \_\_\_\_\_
3. Powdered Activated Carbon, Potassium Permanganate or other oxidation chemical is being fed \_\_\_\_\_
4. Particle Counters or Advanced Turbidity Equipment are being used \_\_\_\_\_

**IX. MAINTENANCE AND OPERATION RECORDS**

1. Keeps required ADEM records of finished water pH, turbidity, and chlorine residual yes\_\_\_\_\_no\_\_\_\_\_\*
2. Makes monthly determination of unaccounted for water yes\_\_\_\_\_no\_\_\_\_\_\*
3. Calibration charts for feeders are updated within the past six (6) months yes\_\_\_\_\_no\_\_\_\_\_\*
4. Are turbidimeters verified daily and calibrated quarterly yes\_\_\_\_\_no\_\_\_\_\_\*

5. Records indicating monthly rate of flow measurements on each filter yes\_\_\_\_\_no\_\_\_\_\_\*
6. Produces bacteriological and chemical results records for the past year yes\_\_\_\_\_no\_\_\_\_\_
7. Performs weekly jar test (produce results) yes\_\_\_\_\_no\_\_\_\_\_
8. All customers metered yes\_\_\_\_\_no\_\_\_\_\_
9. Has raw and finished water meter been calibrated in the past twelve (12) months yes\_\_\_\_\_no\_\_\_\_\_
10. Does system have cross-connection program yes\_\_\_\_\_no\_\_\_\_\_
11. Is unaccounted for water 15% or less for the past twelve (12) months yes\_\_\_\_\_no\_\_\_\_\_

**X. SAFETY**

1. Has safety displays and posters yes\_\_\_\_\_no\_\_\_\_\_
2. Gas mask with unexpired canister or SCBA, or comparable Safety equipment if feeding disinfectant other than chlorine yes\_\_\_\_\_no\_\_\_\_\_\*
3. All area of plant are safe to work except as noted by appropriate signs yes\_\_\_\_\_no\_\_\_\_\_
4. Can produce evidence of completing any safety or first aid seminar or class yes\_\_\_\_\_no\_\_\_\_\_
5. Does disinfectant rooms contain proper ventlation yes\_\_\_\_\_no\_\_\_\_\_
6. Is an operable shower available near the fluoride area yes\_\_\_\_\_no\_\_\_\_\_

**XI. LABORATORY AND LABORATORY EQUIPMENT**

1. Has operable pH meter yes\_\_\_\_\_no\_\_\_\_\_\*
2. DPD chlorine test kit or ADEM approved method for chlorine residual testing yes\_\_\_\_\_no\_\_\_\_\_\*
3. Operable Zeta Meter/Reader or Streaming Current Monitor yes\_\_\_\_\_no\_\_\_\_\_\*
4. Dated and un-expired chemical reagents yes\_\_\_\_\_no\_\_\_\_\_\*
5. All process control and tank level monitoring equipment operable and calibrated within the past year yes\_\_\_\_\_no\_\_\_\_\_\*
6. Overall condition                      excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_

7. Is there equipment for continuously monitoring turbidity      yes\_\_\_\_\_no\_\_\_\_\_

**XII. WATER QUALITY - PERFORMANCE (JANUARY - DECEMBER)**

1. Maximum filter effluent turbidity is 0.10 NTU or less (2 point) \_\_\_\_\_

2. "A" = Maximum monthly filtered water turbidity: \_\_\_\_\_NTU  
1.0 - "A" = "B" x 5 = Total Points  
1.0 - \_\_\_\_\_ = \_\_\_\_\_ x 5 = \_\_\_\_\_

3. 2 points if fluoride concentration averaged between 0.9 mg/L and 1.10 mg/L \_\_\_\_\_

4. 2 points if settled water turbidity averaged less than 1.0 NTU \_\_\_\_\_

5. 1 point if the plant is approved for high rate filtration \_\_\_\_\_

6. 2 pt if TOC results reported to ADEM 1.0 or greater \_\_\_\_\_

7. 2 pt if DDBP in compliance for the last year \_\_\_\_\_

TOTAL POINTS THIS SECTION = \_\_\_\_\_

**XIII. APPEARANCE**

1. Interior of the plant      excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_

2. Exterior of the plant      excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_

3. Area immediately surrounding the plant      excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_

**XIV. GENERAL**

1. 1 point for each AWPCA Conference attended in the past three (3) years by plant personnel (Maximum of 3 points) \_\_\_\_\_

2. 1 point for each member of AWPCA (Maximum of 4 points) \_\_\_\_\_

3. Your overall rating of the plant  
excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_

5 PTS.      4 PTS      3 PTS.      0 PTS.

4. Your overall rating of the operation  
excellent\_\_\_\_\_good\_\_\_\_\_fair\_\_\_\_\_poor\_\_\_\_\_

5 PTS.      4 PTS.      3 PTS.      0 PTS.

5. Your overall rating of the operators capabilities  
excellent \_\_\_\_\_ good \_\_\_\_\_ fair \_\_\_\_\_ poor \_\_\_\_\_

5 PTS.      4 PTS.      3 PTS.      0 PTS.