


# Hydrant Flow Test Request Form

 <p><b>Portland Water District</b>  <small>FROM SEBAGO LAKE TO CASCO BAY</small></p> <p>225 Douglass Street          P.O. Box 3553          Portland, ME 04104-3553          Telephone: (207) 774-5961          Fax: (207) 761-8307</p>	<p>To request a PDF map with existing hydrant flow data in the area of your project contact:</p> <p><b>MEANS Group</b>          (Main Extensions and New Services)</p> <p>(207)774-5961 x.3199          MEANS@pwd.org</p>
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To request a new Hydrant Flow Test, please complete this form and return it with the hydrant flow test fee to the Portland Water District:

- Mail to address above and mark envelop “attention: MEANS”
- Drop off at the Customer Service Desk at the Portland Water District offices (225 Douglass Street – Portland)

<b>Hydrant Flow Test Fee - Checks made out to: <i>Portland Water District</i></b>	
\$ 200.00	<i>For a hydrant flow test that will generate the static pressure, residual pressure from the water flow of a single hydrant.</i>
\$ 39.00	<i>For each additional hydrant flow test concurrently administered at the same site.</i>

***Portland Water District must receive payment of Hydrant Flow Test Fees before a flow test will be scheduled.***

<u><b>Type of Sprinkler System being designed</b></u>		
<input type="checkbox"/> NFPA 13	<input type="checkbox"/> NFPA 13D	<input type="checkbox"/> NFPA 13R

<u><b>Flow Test Contact Person Information</b></u>	
<b>Contact Person:</b>	
<b>Company:</b>	
<b>Telephone Number:</b>	
<b>E-Mail Address:</b>	

## Hydrant Flow Test Request

**Project Location:** The address of the fire protection system project that requires the new hydrant flow test. Hydrant flows tests will be conducted with the pumps off, if the test is in a pump system pressure zone.

**Test Hydrant ID #:** example: *POD-HYD00123* (Get hydrant ID#s from a Hydrant Flow Data Map)

- Test Hydrant Readings: Static Pressure and Residual Pressure

**Flow Hydrant ID #:** example: *POD-HYD00123*

- Flow Hydrant Readings: Static Pressure, Pitot Pressure, and Flow Rate during test

**Alternate Flow Test:** We ask that an alternate test setup be chosen, so there is a second option in case field conditions make the first choice flow test setup difficult. Either write “Reverse Hydrants” under Alternate Flow Test or provide alternate Test and Flow Hydrant ID #s.

Private Infrastructure

Portland Water District will only operate and take readings on District owned infrastructure. Any private infrastructure (such as private hydrants or service lines) used in a flow test is the responsibility of an owner representative.

There are no fees for flow tests that only involve private infrastructure. The only Portland Water District requirement for a private infrastructure flow test is notifying the PWD Control Center at least one hour before the flow test takes place.

<b>Project Location:</b>	<b>Street Address:</b>	<b>City/Town:</b>
	<b>Flow Test</b>	<b>Alternate Flow Test</b>
<b>Test Hydrant ID #:</b>		
<b>Flow Hydrant ID #:</b>		

Flow Test Scheduling and Results

**Portland Water District must receive payment of Hydrant Flow Test Fees before a test will be scheduled.**

When fees have been paid, the contact person will be sent a confirmation e-mail. This e-mail will have an attached Hydrant Flow Test Request Map, to verify the request and show the locations of the requested test and flow hydrants.

Portland Water District Operations Department determines the date and time of a hydrant flow test. After the test has been completed, a Hydrant Flow Test Results Map will be sent by e-mail to the Contact Person.

Portland Water District Flow Test Calendar

**May 1<sup>st</sup> to September 30<sup>th</sup> :** A requested flow tests will be conducted and results sent to the Contact Person by E-mail within two weeks (14 days) of the request date.

**April and October:** Requests will be reviewed on a case by case basis to determine if and/or when safe weather conditions are present for flow testing.

**November 1<sup>st</sup> to April 1<sup>st</sup> :** PWD winter flow test suspension. PWD will not conduct any flow testing. Requests will be reviewed in April and tests will be conducted when safe weather conditions are present.

<b><u>PWD Use Only:</u></b>				
<b>Request Date:</b>	<b>A-SPAS WO#:</b>	<b>SR #:</b>	<b>Pressure Zone:</b>	<b>MEANS Review:</b>
<b>Test Fee:</b>	<b>Private Infrastructure: YES / NO</b>		<b>Utility Account:</b>	