

PART 2 – WEAVING THE PIECES



Description of Inventory Template

Cover Sheet: This sheet describes what is included in an inventory and provides an overview of how to use it.

Definitions: This sheet includes definitions for all the key terms found within the inventory.

Inventory- Linear and Vertical: This sheet is the inventory input sheet for linear and vertical assets. Linear assets include water mains, sewer mains, power lines, roads and trails. Vertical assets include buildings and other facilities. Input all structural assets into this inventory. This spreadsheet will ultimately contain an inventory of linear and vertical assets, as well as, asset attributes and information.

Inventory- Vehicles and Equipment: This sheet is the inventory input sheet for vehicles and equipment. Input each vehicle and all major equipment into this inventory. This spreadsheet will ultimately contain an inventory of vehicle and equipment assets, as well as, asset attributes and information.

25-Year Renewal Plan: These two sheets (Static and Mobile) summarize information from the inventory and present a basic timeline and cost for the renewal of assets based on the life expectancy, age, and replacement cost of each asset.

Chart- Renewal Summary: This sheet is a visual summary of the information found in the 25-Year Renewal Plans.

25 Year Non-Renewal Plan: This is an input sheet for new capital projects. Here you will input capital projects will develop add new assets to the community.

Chart- Unoptimized Plan: This sheet provides a summary of asset related costs. Start by inputting information on O&M and debt servicing costs as well as current asset related revenues. The chart then indicates the gap between revenues and the cost of operating and renewing assets.

Chart- Optimized Plan: This sheet is a template for adjusting the unoptimized plan to close the funding gap. The timing of expenses can be adjusted to align with revenues to ensure the projects can be funded.

Community-Wide Current State: This sheet provides a high-level summary of the current state of assets in the community. Graphics and tables provide a visual representation that can be used in reports and presentations.

Asset Current State Sheets: These input sheets can be adjusted based on the assets found within a community. Common asset types are pre-populated. These asset types are used to populate the dropdown menus in the inventory sheets. A summary of each asset category is also provided in the sheet that can be used for reports and presentations.