



CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

**City Utilities Engineering
200 E. Berry Street, Suite 250
Fort Wayne, Indiana 46802**

December 14, 2015

RE: Requesting Water Flow Test Data from City Utilities

Dear Colleague:

In an effort to provide you with improved service when you are requesting information from City Utilities about flow and pressure in our water distribution system, we are formalizing the process for conducting flow tests and sharing results.

When you need flow test data for design calculations or other purposes, please use the enclosed form to make the request. The form may be copied and mailed, faxed or emailed to City Utilities and it may be found in the City Utilities area of the City of Fort Wayne website at the following link:

<http://www.cityoffortwayne.org/utilities/design-and-construction.html>

Flow testing is handled on a case-by-case basis at the discretion of Fort Wayne City Utilities. When you request flow test data, City Utilities will provide you with existing flow test data if data exists. City Utilities will conduct a new test under the following circumstances:

1. You are proposing a new development or new improvement, and
2. No flow test exists in your area of interest, or
3. A flow test result exists, at your location of interest, but does not meet a required criteria.

When requesting flow test data, please keep the following in mind:

- The requested location for the flow test should be provided to City Utilities in the form of a street name and address. If a specific address has not yet been assigned, please provide the block number (for example: 5400 block of E. Capital Blvd.).
- Please allow three (3) business days to receive a response to your data request.
- If current (10 years old or less) data does not exist, City Utilities will schedule a flow test. A new flow test may take up to two (2) weeks to complete depending on the location, other activities or conditions within the water distribution system and the availability of City Utilities personnel.
- Flow tests are NOT performed when outdoor temperatures are at or below freezing (32° F), which commonly occurs in the months of December through February.

City Utilities goal is to provide you with the accurate and timely data you need to complete design calculations and other planning for new developments, fire system expansions and improvements and other projects. We hope you will find the guidelines described in this letter, and the new attached form and new information on our website to be helpful as we continue to work together for growth and development in our community.

Respectfully,

Engineering Services Group,
City Utilities Engineering

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