

**Ohio Rural Water Association  
Asset Management Planning Assistance Agreement**

I, \_\_\_\_\_, certify that the Public Water System in which I am employed, \_\_\_\_\_ (the "System"), is an active member of the Ohio Rural Water Association (ORWA), that I am authorized to purchase products and services on behalf of the System, and that I will be the primary person responsible for the planning and development of the System's Asset Management Program. I am authorizing ORWA to purchase and create an ESRI ArcGIS Online account on behalf of the System. The current annual cost of maintaining this account is \$1,000.00. The cost of maintaining the account during the first year only shall be paid by ORWA. The ArcGIS account will be used to map our water system utility assets in accordance with Ohio EPA's Asset Management Program requirements. Subsequent year renewals shall be at the System's discretion.

ORWA will serve as the Administrator of the System's GIS map for the first ESRI subscription year.

As the Administrator:

- ORWA will setup the System's Water Utility GIS map with the basic functionality to create a complete Water System asset map;
- ORWA will provide on-site training assistance in the collection and editing of assets;
- ORWA will provide technical assistance related to the map;
- ORWA will provide the necessary equipment to collect assets if the System is unable to acquire their own, and the equipment is available;
- ORWA will provide on-going yearly map update assistance on a limited basis; and
- ORWA will restrict access to the System's map to only employees and agents of ORWA and the System.

***\*Due to resource limitations, all of the items listed above will be contingent upon time and personnel availability.***

To safeguard ORWA's time and efforts in assisting the System's development of an Asset Management Program, the System agrees to:

- Adhere to ESRI's user Master Agreement found at <http://www.esri.com/legal/software-license>;
- Use best efforts to collect and submit as much asset information as reasonably possible during the first year;
- Share with ORWA the Username and Password during the first year so as to allow ORWA access to the System's map;
- Allow ORWA to download and store the System's map information for safekeeping at all times;
- Allow ORWA to maintain a copy of the System's map to be used by ORWA's field staff to enhance their ability to provide technical assistance in the future;
- Utilize the map only for the development and improvement of the System's Asset Management Program;
- Complete and execute an ORWA Equipment Rental & Operating Agreement prior to renting any equipment owned by ORWA, and properly maintain such equipment while it is in the System's possession or control; and
- Notify ORWA at least seventy-two (72) hours prior to termination of this agreement.

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Ohio Rural Water Association**  
**Asset Management Planning Assistance – Additional Information**

**The ORWA Difference**

- You and your staff will perform the majority of the work to map your assets, increasing accuracy and reliability.
- You and your staff will be able to compile and/or produce the information needed to create a comprehensive map of your system as part of an Asset Management Plan.
- You and your staff will save your system thousands of dollars that can be spent on repairing or replacing assets.
- You and your staff will become much more knowledgeable about your system and its assets by being intimately involved in your Asset Management Planning & program.
- ORWA will be available year after year to continue to provide you with guidance, technical assistance, trouble shooting, and updating of your Asset Management Plan.

**A Breakdown of Your Financial Obligations**

The First Year

- **\$7,000** - The cost of having to purchase your own desktop version of ArcGIS Pro
  - **\$4,000** - The estimated compensation cost to have someone customize a map & features to best suit a rural water system
  - **\$1,000** - The cost to purchase 2-full access ArcGIS Online user accounts for a year
  - **\$100** - The cost to have ORWA act as the Administrator of your GIS map
  - **\$50** - The minimum cost produce ORWA's Asset Management Template Binder
- ***The total cost to ORWA public water systems = \$0***

Subsequent Years

- **\$1,000/yr** – The cost to retain 2-full access ArcGIS Online user accounts
  - *paid by you to ESRI*
- **\$100/yr** - The cost to have ORWA act as the Administrator of your GIS map
  - *paid by you to ORWA (This fee is optional, you can cancel any time)*

Other options available

1. **\$500/yr** – retain only 1-full access user to your map
    - *paid by you to ESRI*
- or**
2. **\$200/yr** – Switch to viewing only access to your map
    - *paid by you to ORWA (Requires ORWA to Host & Administer your Map, and purchase a \$100/yr viewer User on your behalf)*

**The Yearly Recommended Cost = \$700**

- **\$500/year to ESRI to retain 1 full access User to your map,**
- **\$100/year to ESRI to add 1 viewer User for a village official, and**
- **\$100/year to ORWA to be the Administrator of your GIS Map**

*This is a not-for-profit program; the ORWA fees mentioned above are intended purely for cost recovery of ORWA's time & resources to continue the program indefinitely once grant funds are exhausted.*