STANDARD OPERATING PROCEDURE
CATCH BASIN CLEANING

1. Preparation

a. Clean sediment and trash off grate.
b. Do visual inspection on outside of grate.
c. Make sure nothing needs to be replaced.
d. Do inside visual inspection to see what needs to be cleaned.

2. Process

a. Clean using a high powered vacuum truck or clam shell to start sucking out standing water and sediment.
b. Use a high pressure washer to clean any remaining material out of catch basin, while capturing the slurry with the vacuum.
c. After catch basin is clean, send the rodder of the vacuum truck downstream to clean pipe and pull back sediment that might have gotten downstream of pipe.
d. Move truck downstream of pipe to next catch basin.

3. Clean-up

a. When vacuum truck is full of sediment take it to the designated location to dump all the sediment out of truck into a drying bed.
b. When it evaporates, clean it up with a backhoe, put it into a dump truck and take it to the landfill.

4. Documentation

a. Keep logs of number of catch basins cleaned.
b. Record the amount of waste collected.
c. Keep any notes or comments of any problems.

Job No.: _____ _____

Inspector: _____ **Date:** _____

CATCH BASIN INSPECTION FORM

Catch Basin I.D.	_____	**Final Discharge from Structure?** Yes ☐ No ☐ **If Yes, Discharge to Outfall No:**_____	
Catch Basin Label:	**Stencil** ☐ **Ground Inset** ☐ **Sign** ☐ **None** ☐ **Other**_____		
Basin Material:	Concrete ☐ Corrugated metal ☐ Stone ☐ Brick ☐ Other: _____ ☐	**Catch Basin Condition:**	Good ☐ Poor ☐ Fair ☐ Crumbling ☐
Pipe Material:	Concrete ☐ HDPE ☐ PVC ☐ Clay Tile ☐ Other:_____	**Pipe Measurements:**	Inlet Dia. (in): d= ____ Outlet Dia. (in): D= ____

Required Maintenance/ Problems (check all that apply):

- ☐ Tree Work Required
- ☐ New Grate is Required
- ☐ Pipe is Blocked
- ☐ Frame Maintenance is Required
- ☐ Remove Accumulated Sediment
- ☐ Pipe Maintenance is Required
- ☐ Basin Undermined or Bypassed
- ☐ Cannot Remove Cover
- ☐ Ditch Work
- ☐ Corrosion at Structure
- ☐ Erosion Around Structure
- ☐ Remove Trash & Debris
- ☐ Need Cement Around Grate

Other: _____

Catch Basin Grate Type :	**Sediment Buildup Depth :**	**Description of Flow:**	**Street Name/ Structure Location:**
Bar: ☐ Cascade: ☐ Other:_____ Properly Aligned: Yes ☐ No ☐	0-6 (in): _____ 6-12(in): _____ 12-18 (in): _____ 18-24 (in): _____ 24 + (in): _____	Heavy ☐ Moderate ☐ Slight ☐ Trickling ☐	

***If the outlet is submerged check yes and indicate approximate height of water above the outlet invert.** h above invert (in):___ Yes ☐ No ☐

☐ **Flow**

☐ **Standing Water**

(check one or both)

Observations:	
Color:	
Odor:	

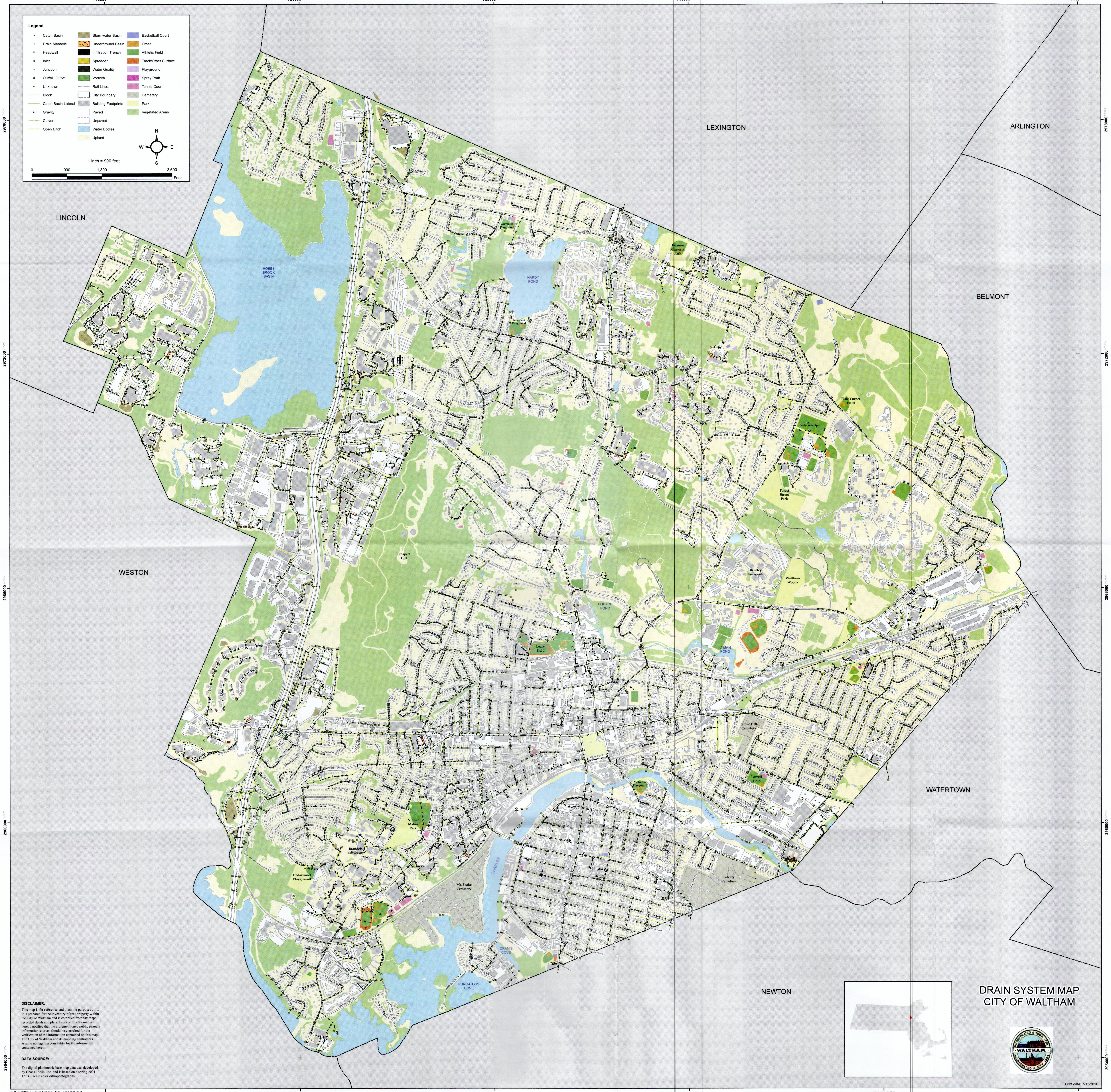
Weather Conditions : Dry > 24 hours ☐ Wet ☐

Sample of Screenings Collected for Analysis? Yes ☐ No ☐

Comments:

Circle those present:

Foam	Oil Sheen
Sanitary Waste	Bacterial Sheen
Orange Staining	Floatables
Excessive sediment	Pet Waste
Other:_____	Optical Enhancers



DRAIN SYSTEM MAP
CITY OF WALTHAM

DISCLAIMER:

This map is for reference and planning purposes only. It is prepared for the inventory of real property within the City of Waltham and is compiled from tax maps, recorded deeds and plats. Users of this tax map are hereby notified that the aforementioned public primary information sources should be consulted for the verification of the information contained on this map. The City of Waltham and its mapping contractors assume no legal responsibility for the information contained herein.

DATA SOURCE:

The digital planimetric base map data was developed by Chas H Sells, Inc. and is based on a spring 2001 1"= 40' scale color orthophotographs.

Print date: 7/13/2016

G:\Maps\Water System Overview Map - Pipe Size.mxd