Facilities Management Procedure
Weber State University
Procedure Number: OP08
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Davis Campus Irrigation Spring Start Up Procedure

Description:
This document provides a comprehensive process for irrigation spring start up and seasonal maintenance by Facilities Management on Weber State University Davis Campus.

References:
Irrigation Plans for Davis Campus

Definitions:
Automatic Irrigation System: Irrigation systems that do not require a manual turn on and shut off at the site box.

Computerized maintenance management system (CMMS): Database that Facilities Management uses as a work management system.

Manual Irrigation System: Irrigation systems that require a manual turn on and shut off from the site box.

Responsible Party:
Facilities Management Landscape personnel

Procedure:
Facilities Management will support and maintain a sustainable start-up procedure for irrigation systems at Weber State University. An annual evaluation of current practices will be performed to accommodate upgrades and changes in the irrigation systems.
Beginning April 1, a preventive maintenance work request will be flagged in the CMMS to indicate the commencement of the spring irrigation start up process. Irrigation systems will be attended to in sequence beginning at the highest point of elevation for the campus. The following procedures will be completed by April 15, annually.

A. Returning Water to Irrigation System
   1. Shut off all distribution drains (located by the manifolds). Check the Irrigation Maps provided as there are many distribution drains.
   2. Close all drains and valves at the filter system. These are left open during the winter and must be closed before the system is energized.
   3. One 2 inch valve must be closed (located on the 10 feet from valve 1C, 2C 3C straight east).
   4. Slowly open the main water supply at the filter, making sure not to open the valve fully until after the entire system is energized.
   5. Air will be blown out of the system by opening the 2 inch valve mentioned in Item 3.
   6. When the air is blown out, slowly close the valve when water appears in the system.
   7. Continue to process for each valve. Begin from the highest elevation, end at the lowest elevation. Gravity will aid in filling and energizing the system.
   8. Once the valves are closed completely, the system will have received full pressure.
   9. Replace all filters for the drip system.

B. Maintaining a Pressurized system
   1. Once has pressure gone through each valve, check for operation functions and breaks that may be present in irrigation lines.
   2. Check laterals (69+15 laterals, how many exactly?) and drip systems on all three clocks. All three clocks are located on the northeast wall of the emergency generator enclosure.
   3. Monitor valves, lines and clocks throughout season.

A preventive maintenance work request for operations will be submitted for cleaning out filters for the drip systems throughout the whole season (work order initiates May 1, one month after the seasonal start up).

As a note to the irrigation technicians: All irrigation systems including distribution lines are automatic. The main shut off valve connected to the main filter for the system, must be handled manually. All main drains are manual.