



Manufacturer Procedures for Submitting Materials

Manufacturers who would like materials considered for the Approved Materials List shall:

1. Comply with all the design criteria set forth for the approved materials.
2. Supply, at the manufacturer's expense, the materials to be tested. (Quantity to be determined by EWEB)
3. Once the materials have been received, EWEB Water Standards Committee will visually inspect materials for defects and compliance with all standards. EWEB Water Operations will install or oversee the installation of all materials in the distribution system or other test sites as determined to be in the best interest of the utility. Materials will be tested and evaluated for a minimum of one year, or as determined by the utility, commencing on the date of installation. Evaluations will consider but are not limited to:
 - a. Ease of installation.
 - b. Availability of parts.
 - c. Operational issues.
 - d. Quality of manufactured materials.
 - e. Number of moving parts.
 - f. Reliability of service.
4. If the materials supplied fail at any time during the testing period, the testing will be concluded immediately. If the materials successfully complete the testing period, EWEB Water Standards Committee will consider including the product in the EWEB Approved Materials List. Final recommendation will be subject to approval by the Purchasing/Risk Department.
5. *The Approved Materials List will be updated annually at the first of each year. New manufacturers and models that have been approved by the utility for inclusion on the list will be added at that time.*
6. *A maximum number of manufacturers, as determined by EWEB, will be approved for each category. Once a category has been satisfied, manufacturers successfully completing the test requirements will be added to a Pending Approved Materials list. Pending materials will be listed sequentially according to successful completion of testing. Materials presently on the Approved Materials List may be delisted due to one or more of the following criteria:*
 - a. *a change in service.*
 - b. *a change in availability.*
 - c. *a change in product design.*
 - d. *manufacturer or vendor went out of business.*
 - e. *consistent product failure.*

- f. any reasons deemed appropriate by the EWEB Water Standards Committee or Purchasing/Risk Department.*
- 7.** If an approved material is taken off the list for any of the above reasons, the first pending material will be added to the list.
- 8.** At EWEB's sole discretion, manufacturer's whose materials are currently in use in the EWEB water distribution system, or claim to have materials in use, may be grandfathered into the "Approved Materials List" if the following criteria, pertaining to the material as determined by EWEB, is fulfilled:
 - a. Ease of installation.
 - b. Availability of parts.
 - c. Operational issues.
 - d. Quality of manufactured materials.
 - e. Number of moving parts.
 - f. Reliability of service.
 - g. Any reasons deemed appropriate by the EWEB Water Standards Committee or Purchasing/Risk Department.
- 9.** The material must be able to be identified in use in the EWEB system for a minimum of five years. Should the material be required to be excavated to verify the make and model, all associated costs will be incurred by the manufacturer.