



CWWMG Water Loss Program Phase 2-4 Water Audit Data Request



- ◆ Timeframe for the data requested unless noted otherwise: 2016 calendar year plus 2 months on the front and back end (so Nov 2015 through Feb 2017)
 - ◆ Format for the data requested: **Excel preferred**, scan or PDF if Excel format not available.
 - ◆ **Deadline** to provide the requested data: **Monday, May 15th, 2017.**
1. Most recent year (either calendar or fiscal) water audit, in either
 - a. AWWA Free Water Audit Software format if you have it or
 - b. Your own format if you are not using the AWWA software
 2. Water Supplied
 - a. Basic schematic showing where supply meters are located relative to distribution system, including any export or import meters, and pressure zones if applicable
 - b. Inventory of your finished water meters, import water meters and export water meters – size, type & age.
 - c. Provide your current policy for flow testing and/or signal calibration of these meters, if you have one.
 - d. Provide all available records/reports/data from testing and/or calibration activities for each finished water and/or purchase meter.
 - e. Table of volume produced from own sources, by month, by finished water meter (if applicable)
 - f. Table of volume imported from another system(s), by month, by import water meter (if applicable)
 - g. Table of volume exported to another system(s), by month, by import water meter (if applicable)
 3. Authorized Consumption
 - a. For billed water, provide volumes sold by charge code, by month. Include key for charge codes.
 - b. For unbilled water, provide any available summary of tracking data such as flushing and fire estimates.
 4. Apparent Loss
 - a. Any available customer meter testing results.
 - b. Provide your policy/practice for testing of customer meters, if you have one. Note if you have a different testing policy for large vs small meters.
 - c. Provide your policy/practice for customer meter replacement.
 5. System data – as of today
 - a. Total miles of distribution main, including hydrant laterals
 - b. Number of active and inactive taps.
 - c. General description of operating pressure – how many pressure zones, and what are the ranges of pressure in each zone. Provide any available pressure data.
 6. Cost data – for audit year only
 - a. Total annual operating cost for the water system, including admin (billing, management) and water debt service, excluding any costs associated with non-potable water (sewer, storm, etc).
 - b. Total *commodity* revenue (excluding base charges, consumption only) from water sales and sewer sales.
 - c. Total cost for power (supply & distribution), treatment chemicals, residuals management (if applicable).
 - d. Total cost for water purchases, if applicable.
 - e. Total cost for damages paid on claims resulting from main or service line breaks for the past 5 years.
 - f. Itemized depreciation schedule for water system pumping and treatment assets, if available.

Questions? Contact us.

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