

DATA REQUEST – ROUND 1

- Timeframe for the data requested unless noted otherwise: Fiscal 17/18 or Calendar 2017 plus 2 months on the front and back end (so 16 months total). If something we ask for is not available – that’s ok, just do your best!
 - Format for the data requested: **Excel preferred**, scan or PDF if Excel format not available.
 - **Deadline** to provide the requested data: **Friday, November 9th, 2018.**
1. Most recent year (fiscal) water audit, in AWWA Free Water Audit Software format (v5.0).
 - If you aren’t already using the AWWA format, just do your best to complete the worksheet including inputs and data grades. A training webcast on the software is available on the program website to guide you.
 - If you also are tracking water loss in your own format, please provide that as well.
 2. Water Supplied
 - Basic schematic showing where supply meters are located relative to distribution system, including any export or import meters, and pressure zones if applicable
 - Inventory of your finished water meters, import water meters and export water meters – size, type & age.
 - Provide your current policy for flow testing and/or signal calibration of these meters, if you have one.
 - Provide all available records/reports/data from testing and/or calibration activities for each finished water and/or purchase meter.
 - Table of volume produced from own sources, by month, by finished water meter (if applicable)
 - Table of volume imported from another system(s), by month, by import water meter (if applicable)
 - Table of volume exported to another system(s), by month, by import water meter (if applicable)
 3. Authorized Consumption
 - For billed water, provide volumes sold by charge code, by month. Include key for charge codes.
 - For unbilled water, provide any available summary of tracking data such as flushing and fire estimates.
 4. Apparent Loss
 - 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.
 - Provide your policy/practice for customer meter replacement.
 5. System data – as of today
 - Total miles of distribution main, including length of hydrant laterals
 - Number of active and inactive taps.
 - General description of operating pressure – how many pressure zones, and what are the ranges of pressure in each zone.
 6. Cost data – for audit year only
 - 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).
 - Total *commodity* revenue (excluding base charges, consumption only) from water sales and sewer sales.
 - Total cost for power (supply & distribution), treatment chemicals, residuals management (if applicable).
 - Total cost for water purchases, if applicable.
 7. Optional Cost data, if available
 - Total cost for damages paid on claims resulting from main or service line breaks for the past 5 years.
 - Itemized depreciation schedule for water system pumping and treatment assets, if available.

Questions? Always check www.northcarolinawaterloss.org for updates!

Or if you prefer....contact us directly:

Drew Blackwell, NRW Program Manager 877-557-8923 drew.blackwell@cavanaugholutions.com