CAVANAUGH
Stewardship Through Innovation

🜄 Format for the data requested: **Excel preferred**, scan or PDF if Excel format not available.

🜄 Period of time for the data requested is for Calendar Years 2016 and 2017.

🜄 Deadline for providing the data: May 17th, 2018

Essential Data

- *Line Repair Data* – please provide repair records as noted below, to the extent possible. If you have some but not all of this data – send us what you have!
  - o Available work order database of mainline and service line breaks to include these fields as available:
    - ▪ work order number
    - ▪ asset type (main, service or appurtenance)
    - ▪ line size
    - ▪ line material type
    - ▪ date/time work order was created
    - ▪ date/time leak was repaired (usually this closely relates to when the work order gets closed)
    - ▪ location
    - ▪ cost of repair
    - ▪ pressure in area of break (if this was noted)
- *System Data*
  - o Miles of main by diameter
  - o Rough % breakdown of main line material (PVC, DIP, cast iron, AC, etc)
  - o Predominate material for service lines
  - o Estimated average age of pipe network
  - o Total volume of distribution system storage tanks
  - o Number of service connections by size

Special Assignment

- *Fill out your 2017 Water Audit in the AWWA Water Audit Software*
  - o Use the 2016 AWWA Water Audit Software you received in Phase 4 as the starting template
  - o Simply update the volumes/inputs with 2017 numbers
  - o Email us the completed 2017 AWWA Water Audit
  - o If you prefer, you can send us your supply volumes, billed volumes and any updates to your cost numbers, and we can assist you with completing the 2017 AWWA Water Audit

Optional Data (only if this is available)

- *Customer Meter Testing*
  - o General description of why the meters were tested – i.e. customer complaints only, proactive sampling, large meters only, etc
  - o Test results including meter ID, test date, flow rates, test duration, reference volume, test volume, etc
- *Tank Overflows*
  - o Number of overflow events
  - o Estimated volume lost to overflow events (if tracked)
- *Theft Data*
  - o Number of theft events discovered by type (hydrant access, Jumper/straight pipe, meter tampering, illicit tie-in
  - o Estimated volume lost to theft events (if tracked)
- *Billing Adjustments*
  - o Archive of billing adjustments conducted during the study period if available (2016 and 2017)