

Level 1 Water Audit Validation - Scope of Work

Outcomes

E Source will provide an experienced water audit validator meeting the qualifications of 23 CCR § 638.4 to conduct a level 1 validation of a water supplier’s AWWA water audit submission in compliance with all provisions of Chapter 7 of Division 2 of Title 23 of the California Code of Regulations.

Level 1 validation includes:

- Review of provided summary data and methods that the supplier used to derive all audit inputs.
- Confirmation of the appropriate application of the AWWA water auditing methodology.
- Data validity grade assignment consistent with state-wide interpretations of the grading criteria.
- Interpretation of water audit key performance indicators and prioritization of next steps.
- Documentation of level 1 validation process and outcomes for submission to the Department of Water Resources (DWR) and reference during future water audit compilation and validation.

Tasks

1. **Scheduling:** The water agency will schedule a two-hour level 1 validation call and invite all personnel contributing to the water audit’s compilation.
2. **Audit & Supporting Document Transfer:** E Source will request specific supporting documentation required to complete the level 1 validation. Supporting documentation includes:

<i>REQUIRED ITEMS</i>	<i>SUPPLEMENTAL ITEMS</i>
Complete AWWA Free Water Audit Software v6 (Excel Spreadsheet; Must be CY23 or FY23-24)	Customer Meter Inaccuracy derivation
Volume from Own Sources volumes by month by finished water supply meter	Average Operating Pressure derivation
Water Imported volumes by month by import connection	Customer Retail Unit Cost derivation
Water Exported volumes by month by export connection	Variable Production Cost derivation
Metered Consumption volumes by month and rate code (e.g., charge status, water type, customer class)	System schematic showing locations of Own Source, Import, and Export meters
Supply Meter Testing and/or calibration documentation, if conducted	

3. **Data collection:** The supplier will transfer required supporting documentation to E Source at least three days in advance of the level 1 validation call.
4. **Level 1 validation:** E Source and the supplier will conduct the level 1 validation call.
5. **Documentation:** E Source will capture the results of the validation in an updated version of the AWWA Free Water Audit Software v6. E Source will also compile the documentation necessary to submit to DWR in full compliance and identify potential improvements to water loss management and data collection.
6. **Compliance:** The supplier will sign and upload the documentation that E Source provides to DWR's water use efficiency reporting portal.

Cost

Level 1 Validation

The cost for the requested level 1 validation services will be a **lump sum fee of \$2,700**.

If you have any questions, please do not hesitate to contact Kate Gasner at 303-345-9031 or via email at kate_gasner@esource.com.

Sincerely,

A handwritten signature in black ink, appearing to read 'Reinhard Sturm', with a long horizontal flourish extending to the right.

Reinhard Sturm

Senior Vice President, Water Loss Consulting, E Source