

To: Ben Wade, Colorado Water Conservation Board

From: Frank Kinder

cc: Brenda Obrien, CWW; Will Jernigan, Cavanaugh; Rachel Harris, Cavanaugh

Date: September 14, 2015

Re: 75% Progress Report for Colorado WaterWise Pilot Water Loss Audit Training

Project Background

Colorado WaterWise (CWW) is working mutually with the Colorado Water Conservation Board (CWCB) and Cavanaugh & Associates, PA (Cavanaugh), to assemble a pilot water loss training program in 5 key locations across the state of Colorado.

The training program will consist of two main phases:

Introductory Webcast – serves as an introduction to the program and participants will be introduced to the workshop training team and the AWWA M36 methodology. Participants will also learn what to expect during the training workshops and will gain a fundamental knowledge on water auditing basic concepts to include Non-Revenue Water and Data Validity.

Training Workshops – workshops will provide the space for participants to explore the AWWA M36 Water Audit Methodology in greater depth. Participants will learn about concepts introduced during the webcast and also learn fundamentals for water loss accounting and water loss management.

Workshops will be held as follows:

Training Location	Date	Venue
1-Grand Junction	Sept. 21, 2015	Ute Water Training Room, 21090 H 1/4 Rd., Grand Junction, CO 80505
2-Frisco	Sept. 22, 2015	Frisco Community Center, 110 S. 3rd Ave., Frisco, CO 80443
3-Pueblo	Sept 23, 2015	SECWCD Board Room, 31717 United Ave., Pueblo, CO 81001
4-Greeley	Sept. 24, 2015	Island Grove Park (Pawnee Buttes Room), 421 N. 15th Ave, Greeley, CO 80631
5-Denver	Sept. 25, 2015	AWWA Lynne Laskey Center Training Rm., 6666 W. Quincy Ave., Denver, CO 80235

Project Update

The project was approved in July of 2015 and the core project team consists of:

Key contact	Organization	Covered Entity
Frank Kinder	Colorado Water Wise	Colorado Springs Utilities
Laura Wing	Colorado Water Wise	City of Thornton
Melissa Elliott	Rocky Mountain Section of AWWA	Denver Water
Sarah J. Dominick	Rocky Mountain Section of AWWA	Denver Water
Maureen Hodgins	Water Research Foundation	WRF
Frank Blaha	Water Research Foundation	WRF
Will Jernigan	Cavanaugh	All
Rachel Harris	Cavanaugh	All
Tory Wagoner	Cavanaugh	All

Marketing & Promotional Efforts – Phase II (Training Workshops)

The team has continued the promotions plan and has been distributing time targeted email content to members, affiliates and utilities, encouraging the targeted audience to sign-up for the program via a registration website. Workshop registration is moving along and in an effort to increase registration, the registration deadline has been extended.

Workshop Logistics

To date, all training workshop venues have been booked and will accommodate a classroom style floor plan. Lunch and training materials will be provided at the workshops and lunch vendors have been secured for 60% of the training locations. Workshop materials are also in the process of being produced. Lunch vendors will be secured for 100% of locations in the upcoming week.

Project Implementation & Next Steps

With the following project milestones projected and met, the project is relatively on schedule:

- 8/27/15 – Push Workshop Registration
- 9/9/15 – Promo Registration Reminder
- 9/11/15 – Workshop Registration Deadline
- 9/16/15 – Workshop Registration Extended Deadline
- 9/21 – 9/25 – In-person Training Workshops

Budget Summary

The budget for the pilot training program is on track. An invoice from August 2015, is attached for reference.