

Dear Participating Agencies,

Thank you for filling out the enclosed questionnaire worksheets.

**CONTACT INFO:**

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**OVERVIEW**

The purpose of this Data Request is to gather information on planned Capital Improvement Projects (CIP) and costs related to nutrient removal, including secondary treatment and recycled water projects. The primary objective of this request is to clearly identify any existing projects in your CIP or anticipated in the near future that could reduce your nutrient discharge loads (e.g., upgrade of your secondary treatment process, new recycled water project to divert all flow to landscape irrigation, etc.).

**We recognize this is a major effort to prepare this data and we appreciate your efforts.**

**INSTRUCTIONS**

**CIP RFI worksheet:** Please fill out the table with any planned CIP projects (or anticipated) that will impact your treatment process, particularly any nutrient streams. If there is any uncertainty as to whether a particular CIP item will impact the treatment process, please include it for our review. Please also provide a copy of your CIP information if available.

The data request includes an estimate of the future effluent nutrient concentrations, capital and annual O&M data, as well as the level of confidence that the project will actually occur. To provide guidance for estimating the level of confidence, one might consider that if a project is under construction, the level of confidence can be stated at 100%; if it is in an approved, funded 5-year CIP, 75%; if it is in a 20-year master plan, perhaps the confidence is lower at 50%; and so on. Please use your judgment. The intent is to understand how firm the projections are.

Thank you again.

Name of Res	<name>
Utility Name	<utility>
Phone Numb	<phone>

**Planned CIP Projects that may impact nutrient loads**

	Discharger	Permitted ADWDF Capacity (mgd)	Anticipated Year of Completion	Project Description	Estimated Effluent Total Nitrogen (mg N/L)	Estimated Effluent Total Phosphorus (mg P/L)	Capital Cost (\$ Mil):	Estimated Annual O&M Cost (if available: \$ Mil):	Level of Confidence	Comment
<b>EXAMPLE</b>	ABC	10	2018	1) Membrane Bioreactor (MBR); 2) Modify existing aeration basins to operate as Nit/Denite with anoxic zones and mixed liquor return pumps; 3) replace WAS pumps	6	N/A	\$200	\$100	100%	The MBR will perform reliable nitrogen removal to 6 mg N/L total nitrogen. The existing aeration basins will be modified to achieve what they can get with nitrogen removal. The anticipated average annual existing aeration basins effluent is 15 mg N/L total nitrogen.