Water Quality Management Planning Program Review Form			m	DNR Form		2015	
Contract Signature, Invoice Request or Contract Closeout			[Quarterly Report	Only		
Received by	Lisa Helm	uth		Date Received	6/11/15		
Sewer Service Area	ECRPC (20	015 Contract)		Date Reviewed	7/14/2015		
Submitting Agency	East Centr	ral Wisconsin RPC		Program Signoff	7/14/2015		
Designated Area	Yes	■ No					
Contract Elements							
Program Administration:		education, answered questions, plat support,etc., workshop					
SSA Plan Updates:		Eden and Oakfield (scheduling hearings), Fond du Lac draft maps (plan on hold)					
SSA Plan Amendments:		provided data and mapping in other areas. In March started Rosendale Update.					
Conformance Reviews:		plan comment, C. Oshkosh, 8 sewer extensions, 5 private interceptor projects					
Information Technology/ Automation and Outreach:		Under work item 1231 pls work with dnr to share data online or for future contrac					
WQM Plan Elements (appendices, misc.)		Note correction in work plan text needed. ECRPC is a contract agency for a designated planning area. ECRPC is not a designated planning agency. This is an important point to note.					

Wastewater Specialists and Biologists feedback or comments

Contract says Rosendale and Forest Junction Updates are are to be done this contract. Worked on Oakfield, Eden to add ER data and meet DNR requests. Winneconne (facilities plan support) and Sherwood update status report?

Issues or conditions for follow up

Future quarterly reports and invoices can be submitted electronically to SWIMS with email to Lisa Helmuth, CC: Josie Lathrop, Ryan Raab. Please remove Fran Keally. Contract included update for Fond du Lac plan - but it's on hold. (Contract says "fully engaged" by Summer 2015) Contract says Rosendale and Forest Junction Updates are are to be done this contract. Work plan, page 2 refers to 2013 work program [sic] please note typo. Also, note contract language for quarterly reports (we will update next year in contract).

Reviewed By:	L. Helmuth	Date:	7/14/2015
Administrative Decision:	More Information Requested		
Program Sign off:	Lisa Helmuth		

1. Update Contract worksheet with check mark on invoice received (or date) and email list

2. Email Region (cc Lisa) indicating invoice has been received and invite them to review if they'd like.

3. Review invoice against contract (Or review workplan/contract against last year and need)

4. If needed, set up meeting and discuss priorities, issues, concerns or unfinished work from last year

(especially include regional management and staff if this is a new contact)

5. Identify recommended changes to work plan or invoice/reports if needed.

- 6. Receive updated submittal, re-review and process.
- 7. Send original signed through finance to agency.

8. Upload documents to SWIMS, send email to contractee ccing appropriate DNR and partners.