



**Massachusetts Department of Environmental Protection  
Bureau of Resource Protection  
Division of Municipal Services  
Drinking Water State Revolving Fund (DWSRF)  
2012 Project Evaluation Form**

PWS ID #:

Project No. (from Item 5 of Part I)

**Instructions to Applicant**

The purpose of the Drinking Water SRF Project Evaluation Form (DW PEF) is to assist the MassDEP in selecting proposed drinking water projects that address the most serious risk to human health, that are needed to ensure compliance with the Safe Drinking Water Act, and address drinking water systems most in need based on state affordability criteria.

The 2012 DW PEF differs from previous years in that the Commonwealth Capital Policy will not apply for fiscal year 2012. No application is required and no score will be used. A new policy that builds on the successes of Commonwealth Capital is under development through which the Patrick Administration intends to:

- 1) Improve existing policies and procedures intended to ensure that state spending maximizes social, economic, and environmental benefits through land conservation and development outcomes that are consistent with state objectives including enhanced job creation, production of workforce housing, and reduction of land consumption, energy use, and greenhouse gas emissions; and
- 2) Provide increased financial and other incentives for municipalities to plan, zone, and act in ways that benefit the Commonwealth by advancing these same state objectives.

Information on the new policy will be available for public input in advance of implementation. Questions can be directed to Kurt Gaertner at Kurt.Gaertner@state.ma.us or 617-626-1154.

Commonwealth Capital scores will not be used in the ranking of proposed projects.

In completing the 2012 DW PEF, applicants are strongly encouraged to use the 2012 DW PEF Instruction and Guidance document found on the MassDEP State Revolving Fund website: (<http://www.mass.gov/dep/water/approvals/srfforms.htm>).

**Part I - Applicant and Project Identification and Certification**

**Important:** When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Local Governmental Unit (LGU)/Public Water System (PWS)

\_\_\_\_\_  
LGU/PWS Name

\_\_\_\_\_  
Federal Employer Identification Number

Mailing Address:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail address

2. LGU/PWS Authorized Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

Mailing Address if different from 1 above:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code



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 Bureau of Resource Protection  
 Division of Municipal Services  
 Drinking Water State Revolving Fund (DWSRF)  
 2012 Project Evaluation Form**

PWS ID #:

Project No. (from Item 5 of Part I)

**Part I - Applicant and Project Identification and Certification (cont.)**

Telephone Number Fax E-mail address

3. LGU/PWS Contact Person (if different from item 2)

Name Title

Mailing Address:

Street Address

City State Zip Code

Telephone Number Fax E-mail address

4. Engineer or Consultant Firm

Firm/Agency Federal Employer Identification Number

Contact Person

Mailing Address:

Street Address

City State Zip Code

Telephone Fax E-mail address

5. Project Identification

**Please note that unrelated projects cannot be combined into a single project for rating purposes and listing on the project priority list. Each project component needs to be reported and rated on its own merits and therefore needs to have separate Part II and Part III forms. If you have questions on whether your project needs to have separate part II and Part III forms please contact John Felix for guidance.**

No.	Name/brief description of project (1 or 2 sentence summary)	River Basin
01	_____	_____
02	_____	_____
03	_____	_____
04	_____	_____



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2012 Project Evaluation Form**

PWS ID #: \_\_\_\_\_  
Project No. (from Item 5 of Part I) \_\_\_\_\_

**Part I - Applicant and Project Identification and Certification (cont.)**

6. Certification

To the best of my knowledge and belief the information provided on this form and the accompanying forms and attachments is true, correct, and complete; and I am authorized to file this form on behalf of the below-named Public Water Supplier.

Local Governmental Unit/Public Water System \_\_\_\_\_

Typed Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Part II - Project Schedule and Costs**

1. Project Status and Schedule

Indicate projected dates in mm/dd/yy format. For steps already accomplished, follow the date with the letter "A" to indicate an actual date.

	Start	Finish
Engineering/Design	_____	_____
Construction/Implementation	_____	_____

See note in Part I, item 5 stating that multi-year, multi-site projects will no longer be funded as carry-over projects by the DWSRF program. Indicate contract dates in the following section, 2. Project Costs.

2. Project Costs

State estimated cost in \$1000s for the Construction/Implementation stage of the project:

		Total Cost	Eligible Cost
Provide a detailed breakdown of the estimated technical (construction services) and construction costs. <b>Use an ENR Index of 9550.</b> If available, provide a completed engineer's estimate for each construction contract.	Construction	_____	_____
	Contract No. _____	Start date: _____	End date: _____
	Contract No. _____	Start date: _____	End date: _____
	Contract No. _____	Start date: _____	End date: _____
	Total Construction:	_____	_____
	Construction Contingency:	_____	_____
If the project includes costs for police traffic details, provide an explanation and detailed breakdown of the estimate.	Construction Services:	_____	_____
	Police Traffic Detail:	_____	_____
	Total:	_____	_____



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 PWS ID #:

\_\_\_\_\_  
 Project No. (from Item 5 of Part I)

**Part II - Project Schedule and Costs (cont.)**

3. Local Funding Authorization

Identify the governing body empowered to commit funding: \_\_\_\_\_

Identify the type of action required to authorize funding: \_\_\_\_\_

Has local funding been authorized? (Y/N):  Yes  No      If yes, attach copy of appropriate document

If no, planned date for authorization: \_\_\_\_\_  
 Date

4. Other Assistance

Are you seeking, or have you been awarded, a loan and/or grant from another program for this project or a portion thereof?

Loan/Grant Program	Type of Assistance	Amount Requested	Amount Received
Federal	_____	_____	_____
State	_____	_____	_____
Regional	_____	_____	_____
Private	_____	_____	_____
Other	_____	_____	_____

**Part III - Project Criteria Information and Documentation**

(a) Concisely describe the proposed project:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



**Massachusetts Department of Environmental Protection  
 Bureau of Resource Protection  
 Division of Municipal Services  
 Drinking Water State Revolving Fund (DWSRF)  
 2012 Project Evaluation Form**

PWS ID #: \_\_\_\_\_

Project No. (from Item 5 of Part I) \_\_\_\_\_

**Part III - Project Criteria Information and Documentation (cont.)**

(b) Please describe the environmental and public health benefits of the proposed project (for example reduction in carcinogenic compounds in the finished water for this project):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ENERGY EFFICIENCY:** The Commonwealth is committed to encouraging and funding energy efficient infrastructure. In order to qualify for funding, you must provide a written description of planning that has, or will be performed to ensure the proposed project will maximize energy efficiency. Describe the type of design and planning review procedures followed to maximize efficiency in this project.

Please answer the following questions succinctly, and **ONLY AS THEY APPLY TO THIS PROJECT**. Questions related to violations apply only where there is a clear demonstration of the direct relationship of the project to the violation in question.

Document problems or conditions, providing Board of Health reports, Water System/Supplier logs or Public Works logs.

For any questions that do not apply to the project, indicate "N/A".

Responses that do not fit on this form should be typed on plain paper, numbered according to the question, and appended to the application. The question numbering system corresponds to that of the Project Rating Score Sheet. Include the PWS ID No. and sequential Project No. at the top right corner of any attachments.

**The severity of the public health problem the project is intended to address:**

The time period applicable to each question below is the most recent 18 months of operation. If the system has been out of service for some period, or intermittently out of service, due to the conditions that the project is designed to mitigate, the most recent period of operation may be some time ago. Identify the period or periods, which represent the latest 18 months of operation.

List the dates (or sets of dates) which constitute the 18 most recent months of operation: Applications without this information will not be considered.

From: \_\_\_\_\_ To: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Date Date Date Date

**Acute Contaminants: Include the PWS report that documents the exceedance.**

(1) Microbiological - According to the monitoring information for the portion of the system applicable to the proposed project, list the dates on which a microbiological MCL was exceeded. If cryptosporidium at least 0.075 oocyst/Liter please specifically indicate.

\_\_\_\_\_

Date of Exceedance

\_\_\_\_\_

Date of Exceedance

\_\_\_\_\_

Date of Exceedance



**Massachusetts Department of Environmental Protection  
Bureau of Resource Protection  
Division of Municipal Services  
Drinking Water State Revolving Fund (DWSRF)  
2012 Project Evaluation Form**

\_\_\_\_\_  
PWS ID #:

\_\_\_\_\_  
Project No. (from Item 5 of Part I)

**Part III - Project Criteria Information and Documentation (cont.)**

- (2) Groundwater Rule – According to the monitoring information for the portion of the system applicable to the proposed project, list the dates on which a fecal indicator was detected in a groundwater source, along

Date of Detection

Type of fecal indicator

Date of Detection	Type of fecal indicator
_____	_____
_____	_____
_____	_____

- (3) Nitrate - List the dates on which the nitrate level exceeded 5 mg/l or 10 mg/l.

Date of Exceedance (5 mg/l)

Date of Exceedance (10 mg/l)

Date of Exceedance (5 mg/l)	Date of Exceedance (10 mg/l)
_____	_____
_____	_____
_____	_____

- (4) Arsenic- List dates (during the 18 month period) on which Arsenic has exceeded 10 ppb.

Date of Exceedance

Date of Exceedance
_____
_____
_____

- (5) Perchlorate- List the dates (during the 18 month period) on which perchlorate exceeded 1 ppb.

Date of Exceedance

Date of Exceedance
_____
_____

- (6) Boil orders - Was the system under DEP/Drinking Water Program (DWP) boil order during the most recent 18 months of operation? If so, list the dates on which a boil order was in effect.

Date of Boil Order

Date of Boil Order
_____
_____
_____
_____
_____



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Bureau of Resource Protection  
Division of Municipal Services  
Drinking Water State Revolving Fund (DWSRF)  
2012 Project Evaluation Form**

\_\_\_\_\_  
PWS ID #:

\_\_\_\_\_  
Project No. (from Item 5 of Part I)

---

**Part III - Project Criteria Information and Documentation (cont.)**

(7) Turbidity - List the dates (during the 18 month period) on which the regulatory standard was exceeded.

Date of Exceedance

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Chronic Contaminants**

(8) Inorganic - List the dates (during the 18 month period) on which inorganics have exceeded the MCL or lead and/or copper action level.

Contaminant Type

Date of Exceedance

_____	_____
_____	_____
_____	_____

(9) Radiological - List the dates (during the 18 month period) on which radiological monitoring has exceeded MCL or action levels.

Date of Exceedance

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(10) Organics - List the dates (during the 18 month period) on which organic chemicals have exceeded MCLs or action levels.

Contaminant Type

Date of Exceedance

_____	_____
_____	_____
_____	_____



**Massachusetts Department of Environmental Protection  
 Bureau of Resource Protection  
 Division of Municipal Services  
 Drinking Water State Revolving Fund (DWSRF)  
 2012 Project Evaluation Form**

\_\_\_\_\_  
 PWS ID #:

\_\_\_\_\_  
 Project No. (from Item 5 of Part I)

**Part III - Project Criteria Information and Documentation (cont.)**

(11) SDWA Violations - List the dates of any criterion exceedance, (i.e. Lead & Copper, Surface Water Treatment, Disinfection by-product, etc.)

Criterion Violation	Date of Exceedance
_____	_____
_____	_____
_____	_____

(12) Secondary contaminants - List the dates of violation of secondary contaminants as determined by the EPA and the DEP (i.e. iron & manganese, turbidity, odor, color, etc.)

Contaminant Type	Date of Exceedance
_____	_____
_____	_____
_____	_____

Storage And Distribution Capacity/Quantity/Reliability Of System: The purpose of the project must be to mitigate the problem described.

(13) What is the average daily demand of the system, in millions of gallons per day? \_\_\_\_\_ mgd

What is the finished water storage capacity of the system in millions of gallons? \_\_\_\_\_ mg

(14) Are there water quantity problems not related to a DEP-declared emergency despite an active conservation program (defined here as at least 2 of the following: leak detection program, consumer conservation education program and/or program to address unaccounted for water)?  Yes  No  
 If yes, please identify any such problem(s) and the date(s) of occurrence.

\_\_\_\_\_  
 \_\_\_\_\_

(15) Are pressures maintained above 20 psi?  Yes  No  
 If not, please describe the pressure situation.

(16) Will the project provide needed corrosion control (pH <6.5 or alkalinity <30)?  Yes  No

(17) Will lead services under the ownership of the Water Supplier be replaced within the project area?

Yes  No

\_\_\_\_\_ Number

Please provide the addresses of lead services to be replaced below:

\_\_\_\_\_  
 \_\_\_\_\_



**Massachusetts Department of Environmental Protection  
Bureau of Resource Protection  
Division of Municipal Services  
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2012 Project Evaluation Form**

PWS ID #: \_\_\_\_\_

Project No. (from Item 5 of Part I) \_\_\_\_\_

**Part III - Project Criteria Information and Documentation (cont.)**

(18) Number of breaks and dates of breaks within the proposed water main replacement area: \_\_\_\_\_

Miles of main being replaced through project: \_\_\_\_\_

Breaks/Mile \_\_\_\_\_

(19) Will the project replace vinyl-lined pipe?  Yes  No Please describe below.

(20) Will the project replace asbestos cement pipe?  Yes  No Please describe below.

(21) Will the project area eliminate dead ends OR provide new hydrants, bleed valves and/or blow-offs at dead ends?

Yes  No

Please describe below.

(22) Does the project provide emergency back-up power supply to the treatment/and/or pumping facility?

Yes  No

(23) Will the project construct adequately sized interconnections with other Public Water Systems?

Yes  No Please describe below.

(24) Is the system affected by tuberculation, evidenced by a flow study or other credible data (biofilm)?

Please describe below and attach documentation of the problem.

(25) Describe capital investments undertaken under this project that will enhance the security of the PWS sources, facilities or distribution systems.

(26) What is the size of the population affected by the portion of the system to benefit from this project?

\_\_\_\_\_ population

Please provide a brief explanation.



**Massachusetts Department of Environmental Protection  
 Bureau of Resource Protection  
 Division of Municipal Services  
 Drinking Water State Revolving Fund (DWSRF)  
 2012 Project Evaluation Form**

PWS ID #:

Project No. (from Item 5 of Part I)

**Part III - Project Criteria Information and Documentation (cont.)**

(27) Using the three statements below, select the one that provides the best description of the benefits of your project. Please provide a brief explanation of the basis for your selection.

Proposed project addresses a significant deficiency as identified by a MassDEP Sanitary Survey or other MassDEP finding or report.

Proposed project addresses identified substantial public drinking water threat.

Proposed project addresses identified moderate public drinking water threat.

Please provide a brief explanation.

(28) Is the project needed to ensure compliance with an existing (as of August 31, 2010) federal or state court or administrative order?  Yes  No

If yes, please note the date(s) of the order(s) and describe the order(s) and how the project will allow the system to comply with it (them).

Is the project needed to come into or maintain compliance with 310 CMR 22.00, the SDWA, or other required or related federal or state permit or approval, including the Department's approval of a new drinking water source?  Yes  No

Please state the compliance need and describe how the project will enable the system to come into or maintain compliance.

(29) Does the project provide DEP-required disinfection of a ground water source?  Yes  No

(30) Does the project provide DEP-required proper well construction (through a rehab project or a replacement well for a contaminated well)?  Yes  No

(31) Does the project provide DEP-required adequate water treatment residuals management?  Yes  No

(32) Does the project provide corrosion control treatment that is required but is not presently available or is not adequate and does not meet standards?  Yes  No

Describe, if applicable, how the project proponent addresses one or more of the attributes below. Please check applicable box.

YES NO

(33) Has the system had any Safe Drinking Water Act violations within the 12 months prior to this application?

(34) Will the project upgrade or replace any pump stations?

(35) Will the project upgrade or replace any existing wells?



**Massachusetts Department of Environmental Protection  
 Bureau of Resource Protection  
 Division of Municipal Services  
 Drinking Water State Revolving Fund (DWSRF)  
 2012 Project Evaluation Form**

PWS ID #:

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**Part III - Project Criteria Information and Documentation (cont.)**

- | <u>YES</u>               | <u>NO</u>                |                                                                                                                      |
|--------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | (36) Will the project automate a treatment facility?                                                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | (37) Will the project result in upgrade or replacement of an intake structure?                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | (38) Does the system have a DEP-approved Source Water Protection Plan?                                               |
| <input type="checkbox"/> | <input type="checkbox"/> | (39) Has the system taken significant local action to encourage water conservation such as an increasing block rate? |
| <input type="checkbox"/> | <input type="checkbox"/> | (40) Does project achieve compliance in anticipation of an upcoming requirement? If so, please describe:             |

- (41) Does the system's service area have a median income of \$40,402 or less? (That is, 80% or less of 1999 State Median Household Income (MHI) of \$50,502.)  Yes  No

To answer this question, proponents may use the MHI prepared by the US Census <http://quickfacts.census.gov/> for the most appropriate city, town, or census designated place completely including the service area of the applicant. If that service area includes more than one such designated MHI area, a weighted overall average based on population served in each of the covered MHI areas times the MHI for that area plus the same for any other such area, and divided by the total number served, shall be used to calculate the combined MHI.

Alternatively, applicants may provide a service-area-specific MHI from an independent income survey covering the service area, provided that said independent survey is no more than eleven years old at the time of application.

- (42) Will the rates to end users, after implementation of the project, exceed 1% of the median household income (MHI) of the service area?  Yes  No  
 If so, indicate which range below best describes the resultant rate. Provide documentation to support the estimate. Specifically, provide evidence of current residential rates.

- Resultant rate greater than 1.75% of MHI.
- Resultant rate 1.5% to 1.749% of MHI.
- Resultant rate 1.25% to 1.499% of MHI
- Resultant rate 1.0% to 1.1.249% of MHI

**Whether the project consolidates and/or restructures a public water system (takeover/consolidation) to eliminate a public health problem or capacity development problem.**

- (43) Is the applicant restructuring or otherwise preparing to consolidate with or take over operation of one or more other systems?  Yes  No

If yes, how many? \_\_\_\_\_

What is the reason for each proposed consolidation/takeover?

\_\_\_\_\_

\_\_\_\_\_



**Massachusetts Department of Environmental Protection  
Bureau of Resource Protection  
Division of Municipal Services  
Drinking Water State Revolving Fund (DWSRF)  
2012 Project Evaluation Form**

\_\_\_\_\_  
PWS ID #:

\_\_\_\_\_  
Project No. (from Item 5 of Part I)

---

**Part III - Project Criteria Information and Documentation (cont.)**

- (44) Will the consolidation/restructuring result in replacement of a contaminated source instead of treating contamination (or otherwise addressing a threat of contamination as determined by a DEP-approved study indicating a plume of contamination moving toward a source) in the system to be taken over?  
 Yes  No

**The extent to which the project implements or is consistent with one or more current watershed management plans (e.g., DEP basin plans) and/or watershed protection plans. Please submit a copy of the plan.**

- (45) Does the proposed project implement an EOEA Watershed Plan recommendation?  Yes  No

If yes, describe the plan and how the project implements the recommendation.

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- Does the project implement a 1994 or more recent System Master Plan or facility plan recommendation?  
 Yes  No

If yes, please supply relevant section of that approved plan.

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- Does the project implement a local Capital planning recommendation?  Yes  No

What is that recommendation, and who is the plan approver?

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- Does the project implement a regional watershed priority as determined by DEP?  Yes  No  
If yes, please describe.

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**Does the project constitute a component of a multi-community or regional approach and Sustainable Development?**  Yes  No

- (46) To what extent does the proposed project offer multi-community or regional solution(s) to a problem? Identify the problem and describe the manner and extent to which the project would provide resolution of that (those) problem(s) (combining systems, creation of economies of scale, elimination of contaminated source in guest community, creation of Intermunicipal Agreement).

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Bureau of Resource Protection  
Division of Municipal Services  
Drinking Water State Revolving Fund (DWSRF)  
2012 Project Evaluation Form**

PWS ID #: \_\_\_\_\_

Project No. (from Item 5 of Part I) \_\_\_\_\_

**Part III - Project Criteria Information and Documentation (cont.)**

**WATER CONSERVATION/ WATER MANAGEMENT CRITERIA**

Describe, if applicable, how the project proponent addresses one or more of the attributes below. Please check applicable box.

YES      NO

- |                          |                          |                                                                                                                                                                                                              |
|--------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | (47) Does the system have customer metering and if so, what is the total % of customers metered? _____<br>Percentage                                                                                         |
| <input type="checkbox"/> | <input type="checkbox"/> | (48) Do you have an ongoing program to inspect, recalibrate, repair and replace service meters that are more than 10 years old?                                                                              |
| <input type="checkbox"/> | <input type="checkbox"/> | (49) Provide the following information about the water system:                                                                                                                                               |
| <input type="checkbox"/> | <input type="checkbox"/> | (a) Has the system performed a complete water works system Water Audit during the past 2 years?                                                                                                              |
| <input type="checkbox"/> | <input type="checkbox"/> | (b) Has the system performed a leak detection survey of 100% of the distribution system within the last 2 years?                                                                                             |
| <input type="checkbox"/> | <input type="checkbox"/> | (c) What percentage of leaks 3 gpm or larger (detected in the above referenced survey) have been fixed?<br>100% <input type="checkbox"/> 50% or more <input type="checkbox"/> < 50% <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | (d) What is the residential gallon per capita day water use rate? _____<br>gpcd                                                                                                                              |
| <input type="checkbox"/> | <input type="checkbox"/> | (e) For the last 2 years, were all venturi metering systems calibrated twice per year and are all inline meters calibrated annually?                                                                         |
| <input type="checkbox"/> | <input type="checkbox"/> | (50) Are there continual shortages as evidenced by a DEP emergency declaration? If yes, please explain, and note the frequency and duration of such emergency declarations.                                  |

- |                          |                          |                                                                                                                        |
|--------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | (51) What is the unaccounted for water rate (%)?                                                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | (52) Do you account for all unmetered water use volumes (i.e. street sweeping, main flushing, fire fighting, etc.)?    |
| <input type="checkbox"/> | <input type="checkbox"/> | (53) Does the municipality or organization you serve have a nonessential outdoor water use restriction bylaw?          |
| <input type="checkbox"/> | <input type="checkbox"/> | (54) Did you implement mandatory nonessential outdoor water use restrictions in 2009?                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | (55) Do you have a program in place to provide to your customers retrofit or rebate services for water-saving devices? |

(56) ENERGY EFFICIENCY (answer the first question, then select 1 item from a through c)

YES      NO

- |                          |                          |                                                                      |
|--------------------------|--------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Do you have an audit or feasibility study for the energy components? |
| <input type="checkbox"/> | <input type="checkbox"/> | (a) Project provides substantial (>25%) energy efficiency.           |
| <input type="checkbox"/> | <input type="checkbox"/> | (b) Project provides moderate energy (10 – 25%) efficiency.          |



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 2012 Project Evaluation Form**

\_\_\_\_\_  
 PWS ID #:  
 \_\_\_\_\_  
 Project No. (from Item 5 of Part I)

**Part III - Project Criteria Information and Documentation (cont.)**

- (c) Project provides nominal energy (<10%) efficiency.

(57) RENEWABLE ENERGY (answer the first question, then select 1 item from a through c)

YES NO

- Do you have a feasibility study for the proposed renewable energy.
- (a) Project provides substantial (>50%) renewable energy.
- (b) Project provides moderate (20 – 50%) renewable energy.
- (c) Project provides nominal (<20%) renewable energy.

(58) QUALIFYING EPA GREEN PROJECTS

GREEN PROJECTS: Please read the instructions before completing this section.

- (a) List the project item codes from the checklist that qualify as green: \_\_\_\_\_
- (b) List the total value of the green items: \_\_\_\_\_
- (c) List the percentage green of the project: \_\_\_\_\_

An affirmative answer to either question below could disqualify the project from review.

- |                                                                                                                                                                                                                                                                                                           | YES                      | NO                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| (59) Will the project duplicate existing treatment or supply already available at a similar cost within the relevant region? If yes, please provide an explanation.                                                                                                                                       | <input type="checkbox"/> | <input type="checkbox"/> |
| (60) Will the project have any potential negative impacts to water quality, water quantity, or public health? If yes, identify and describe the extent of the impacts and assess whether and to what extent any such negative impacts outweigh the project's environmental and/or public health benefits. | <input type="checkbox"/> | <input type="checkbox"/> |

**Thank you for completing this Project Evaluation Form. Please take a few moments to ensure that you have followed the following steps:**

- **Review all questions to make sure that you have answered all that are relative to your project and that you have provided documentation of the nature and extent of problems.**
- **Supply relevant sections of planning documents that support your project approach or technology.**

Please submit two copies of the Project Evaluation Form (one paper and one electronic copy on CD) not later than noon on August 19, 2011 to:

John Felix, Deputy Director  
 MassDEP Municipal Services  
 One Winter Street, 6<sup>th</sup> floor  
 Boston, MA 02108