

**This is a draft document, intended for internal purposes at this time. The purpose of this document is to provide a very general list of tasks that are likely necessary to complete a WWTP. The document is meant to be fluid and changing.**

### **Preliminary Activities**

- Issuance of a RFP for Project Manager and/or Facilitator
- Interview and Hire PM and/or facilitator to determine (City of Morro Bay) goals/objectives of the WWTP project (below list not inclusive)
  - a. Treatment technology
  - b. Type of disposal
  - c. Ownership/operation
  - d. Level of reclamation

### **Activities that may be conducted in Tandem**

1. Engage advocacy to locate grants, low interest loans, etc.

### **Site Screening**

- Public process on goals and objectives of the project
- Review rough screening and fine screening documents on sites
- Determine if additional sites need to be included
- Public workshops to narrow sites down
- In depth study of top 2-3 sites
- Issuance of RFP for Facilities Master Plan (FMP) consulting engineer
- Interview and hire FMP consulting Engineer

### **Site Selection/Facilities Planning**

- Determine final site, acquire final site
- Complete draft of FMP
- Public workshop(s) on Draft FMP
- Complete final FMP
- Complete 218 for Rate increase

### **Environmental Review and Permitting**

- Complete and circulate draft CEQA
- Obtain Coastal Development Permit

### **Financing**

- Complete draft plan for design and construction financing
- Complete final plan for project financing
- Submit proof that all necessary financing is secured

### **Design and Construction (dependant on delivery method)**

- Initiate design
- 30% design review
- Complete design
- Issue notice to proceed with construction
- Construction progress reports
- Completed construction and debugging and start-up
- Achieve full compliance with secondary/tertiary permit requirement

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