

INSTRUCTIONS For Using the Municipality Feasibility Study Model Report

The 3RWW Feasibility Study Work Group has prepared two types of Feasibility Study Model Reports: a Municipality Feasibility Study Model Report and a Point of Connection (POC) Feasibility Study Model Report. Municipalities must submit a Feasibility Study Report to the Allegheny County Health Department (ACHD) or the Pennsylvania Department of Environmental (PADEP) to fulfill the municipal Administrative Consent Orders (ACO) and Consent Order Agreements (COA) requirements. In addition, ALCOSAN has requested that POC Feasibility Study Reports be prepared for “complex” sewersheds. ALCOSAN has defined certain sewersheds as “complex” sewersheds. Municipalities that are in a “complex” sewershed should also submit a POC Feasibility Study(ies) as an attachment to the Municipality Feasibility Study Report. If a municipality is not part of an ALCOSAN-defined “complex” sewershed, but has coordinated with one or more other municipalities to prepare an alternative to control flow to the same ALCOSAN POC, a POC Feasibility Study Report modified to address the “multi-municipal” scenario can be submitted as an attachment to the Municipality Feasibility Study Report.

The Model Report provides a framework for the Feasibility Study Report that the municipal representative can complete with municipality-specific information. The following should be noted when completing the Municipal Feasibility Study Report:

- The Model Report contains standard text provided by the 3RWW FSWG and sections that must be completed by the municipality.
- Standard text should be reviewed by the municipality to verify and ensure that the standard text is applicable for the specific municipality. The standard text can and should be modified as appropriate.
- In order to see the specific information requested, the editor must click on the “¶” symbol in the Word Home Menu Bar. The hidden text will appear but will not be visible when the document is printed.
- Sections to be completed by the municipality are highlighted in gray and appear in ALL CAPS. This gray/ALL CAPS text should be deleted and replaced with the municipality-specific information that was requested for that section where noted.
- Note that gray/ALL CAPS text that is also in **BOLD** are items that were specifically provided in the PADEP/ACHD guidelines for what they want to be included in the feasibility study reports.
- If a section of this report does not apply to your municipality, it is suggested that you indicate such with an “N/A” and keep the major section numbers so that all of the municipality reports will have the same section numbering. The PADEP/ACHD guidelines request that if a suggested item is not included, then an explanation of why a section does not apply should be provided.
- The actual PADEP/ACHD guidelines have been listed in a box at the end of each section, just as they were supplied by PADEP/ACHD. The section of the feasibility report that each item has been addressed in is listed in **RED BOLD ALL CAPS** text for your reference and QA/QC purposes.