

**Clean Water State Revolving Fund (CWSRF) Program:
Quarterly Reporting Requirements for
American Recovery and Reinvestment Act of 2009 (ARRA) Projects**

CWSRF Program ARRA funding subrecipients are required to provide the following data on a quarterly basis. Failure to provide requested data in a timely fashion may result in loss of funding and repayment of all disbursed funds. Questions should be directed to your Project Manager, as identified in the table below.

BACKGROUND INFORMATION	SUBRECIPIENT DATA
Date Submitted to State Water Board:	March 17, 2010
Reporting Period (circle one)	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> Jan 1 – Mar 31 Jul 1 – Sep 30 </div> <div style="text-align: center;"> Apr 1 – Jun 30 Oct 1 – Dec 31 </div> </div>
CWSRF Project No.:	C-06-6947-110
CWSRF Project Name:	Pier 45 Drainage Improvements/Herring Water Discharge
Agency Name:	Port of San Francisco
Subrecipient (i.e., person submitting information on behalf of Agency) & Contact Information:	Name: John Mundy E-mail: john.mundy@sfport.com Phone: (415) 274-0256
CWSRF Program Project Manager & Contact Information:	Name: Kari Holmes E-mail: kholmes@waterboards.ca.gov Phone: (916) 341-5636

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INFORMATION REQUESTED (QUARTERLY)	SUBRECIPIENT DATA
Percent of total Project construction/implementation complete:	This Quarter: <u>6.75%</u> Total: <u>6.75%</u>
Total job hours funded by CWSRF this quarter*:	<u>180</u> hours
How many hours constitute a full time schedule this quarter? (e.g. if Subrecipient has two furlough days per month, the Subrecipient will report 472 hours for this question)	<u>520</u> hours
Total payroll dollars associated with the hours funded by CWSRF this quarter:	\$8,038.16
Has the Subrecipient reviewed all agreements, solicitations, and certified weekly payroll records** for applicable ARRA construction projects to ensure that they comply with the Davis-Bacon Act?	<u> X </u> Yes <u> </u> No If No, explain: _____ _____
Did the Subrecipient ensure that all applicable ARRA contracts have provisions for the use of American Iron, Steel, and Manufactured Goods (Buy American) when required?	<u> X </u> Yes <u> </u> No If No, explain: _____ _____

Notes

* "Total job hours funded by ARRA this quarter" is a summation of all the hours worked by all staff, for the entire project, that were funded by ARRA this reporting quarter. This number should only reflect hours worked this quarter, not any previous or future quarters.

Example:

Employee	Hours Worked this Quarter	Hours funded by ARRA
X	520	520
Y	520	260
Z	260	260
Total Hours Funded by ARRA This Quarter		1,040

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In the above example, 520 hours constituted a full time schedule for the subrecipient's agency during the reporting quarter. Employee X is a full time employee funded by ARRA. Employee Y is a full time employee partially funded by ARRA. Employee Z is a part time employee, fully funded by ARRA. Employees X,Y, and Z worked a cumulative 1,300 hours for the reporting quarter. However, federal reporting requirements state that a subrecipient shall report the hours directly funded by ARRA for the subrecipient's project each quarter. This means that the subrecipient, for this reporting quarter, will report 1,040 hours as the "Total job hours funded by ARRA this quarter."

** Department of Labor (DOL) Form WH-347 and instructions are available on the internet: <http://www.dol.gov/esa/whd/forms/wh347instr.htm> . While the use of Form WH-347 is optional to submit weekly payrolls, subrecipients must comply with all rules and regulations put forth by DOL.

Upcoming Quarterly Reporting Deadlines

Federal Fiscal Year Quarter (Reporting Period)	Quarterly Reporting Deadline (i.e., date when data must be submitted to CWSRF Program Project Manager)
Q2, 2010 (January 1, 2010 – March 31, 2010)	March 18, 2010
Q3, 2010 (April 1, 2010 – June 30, 2010)	June 17, 2010
Q4, 2010 (July 1, 2010 – September 30, 2010)	September 16, 2010
Q1, 2010 (October 1, 2009 – December 31, 2009)	December 16, 2009

Helpful Links

Clean Water State Revolving Fund ARRA Subrecipient Page:
http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/arra_recipient.shtml

ARRA Workshop for Borrowers Presentation:
http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/docs/economic_recovery/arra_borrower_workshop_presentation.pdf

Handbook: A Practical Approach for Assistance Recipients:
http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/docs/economic_recovery/epa_region9_arra_handbook.pdf

Handbook Appendices:
http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/docs/economic_recovery/epa_region9_arra_handbook_appendices.pdf

Davis-Bacon Compliance Information:
http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/davisbacon.shtml