

Below is a listing of the major changes made to the Loan Handbooks. The material changes were brought about by reasons such as: new Federal legislation, DEQ clarification of appropriate role in oversight of local issues, feedback from stakeholders, DEQ clarification of public participation and internally generated process improvements. There were also a number of technical changes triggered by general proofing and editing.

	<b>Handbook Form (Default reference in this column is to the DWSRF Handbook)</b>	<b>Proposed Change</b>	<b>What is Driving the Change?</b>	<b>Changes May Apply to Both Handbooks (As Noted Below)</b>
1	Introductory Narrative, Page v	Add American Iron & Steel specification narrative and forms to Table of Contents (Form 6-X)	Federal Legislation (Public Law 113-76)	Same for CWSRF Handbook
2	Introductory Narrative, Page vi	Add new checklist for review of bid related documents that are due post-bid. Split existing form 8-A into 8-A and 8-B	Suggestion of Regional Engineers	Same for CWSRF Handbook
3	Introductory Narrative, Disbursement Requests, Pages 6-7	Add interpretations of rules and policy regarding allowability of costs	Improved transparency of decision making process	Same for CWSRF Handbook
4	Introductory Narrative, Plans, Specifications, and Addenda Review, Page 9	Added new Form 6-X to recognize addition of American Iron and Steel requirements (also add forms 6-T/U/V/W in CWSRF Handbook)	Federal Legislation (Public Law 113-76)	Page 11 for CWSRF Handbook
5	Introductory Narrative, User Charge System and Water System Protection Ordinance, Page 10	Changed emphasis on DEQ oversight in ordinance process.	DEQ's proper role in local ordinance issues	Page 12 for CWSRF Handbook
6	Introductory Narrative, Bid Reviews, Page 10-11	Removed text that imputed DEQ had an oversight roll in local passage of ordinances, as these are issues for local oversight.	DEQ's proper role in local ordinance issues	Page 12 for CWSRF Handbook
7	Introductory Narrative, Bid Reviews, Page 10-11	Text after deleted second and third bullets: Replace "DEQ" with "Loan recipient". Delete second sentence and following three bullets...these are responsibilities of loan recipient.	DEQ's proper role in local ordinance issues	Page 12 for CWSRF Handbook
8	Introductory Narrative, Bid Reviews, Page 10-11	Delete "and determining that all regulatory requirements have been satisfied" . This is a matter for local oversight.	DEQ's proper role in local ordinance issues	Page 12 for CWSRF Handbook
9	Form 4-A	Add new text in item #8 "Certification" box: "American Iron and Steel requirements have been complied with, and all iron and steel costs associated with this reimbursement request have supporting documentation, that is attached to this reimbursement request, including proof of origin."	Federal Legislation (Public Law 113-76)	Same for CWSRF Handbook
10	Form 5-A, Page 9	<p><b>Section G. Public Participation</b></p> <p>The public participation is completed after the planning document has been technically approved for public comment by the region. <i>(If the planning grant recipient has opted out of the development of an EID, then the following items do not apply).</i></p> <p>Evaluation of public input, per 40 CFR Part 25, IDAPA 58.01.12 and DEQ Guidance (Chapter 5 of this loan handbook), will be handled during the environmental review process and includes the following:</p> <ul style="list-style-type: none"> <li>a) Role that public participation has in the <del>facility</del> planning process.</li> <li>b) Demonstration that key public review activities (i.e., information and notification) were incorporated. The public must be provided with no less than a 14--day public comment period (possibly longer depending on the nature of the project) and one public meeting.</li> <li>c) Description of the public meeting held for this project.</li> </ul>	Incorporates revised language and clearly segregates the process as an important, stand-alone effort.	No Changed Needed for CWSRF Handbook

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	<p>d) Adequate notice provided prior to public meetings.</p> <p>e) Documentation of public meeting being held for the community before a particular alternative has been officially selected by the authorizing body (city council/district/board).</p> <p>f) Summary of the responsiveness to public meetings will need to be included in the EID.</p> <p>After the environmental effort is complete, DEQ will issue a final environmental determination. The environmental determination letter, the environmental document itself, and the technical planning document approved for public comment together comprise the Final Planning Document. The DEQ regional office will issue a final letter which approves the Final Planning Document and also explains where each of the documents can be located for future reviews by the public.</p>		
Form 6-A, Page 1	<p>Replace current listing of checklists with: "General Plan and Specification" "Drinking Water Distribution" "Drinking Water Storage Reservoir" "Drinking Water Well House and Pump" "Drinking Water Well Site/Spring Source" and "Other"</p>	Suggestions of regional DW engineers and stakeholders	No Changed Needed for CWSRF Handbook
Form 6-A, Page 3	<p>Change text of currently numbered item F.7 (New # is E.4) to read: "Has the borrower provided the DEQ State Office a comprehensive list of all bidders (contractors/subcontractors) that includes the following information for each? a. Name with point of contact b. Mailing address, telephone number and e-mail address c. The advertisement upon which the company bid d. Status as a Disadvantaged Business Enterprise?"</p>	Suggestions of regional engineers	Same for CWSRF Handbook
Form 6-A, Page 5	<p>Replace the current items L.1 and L.2 with: "Have the environmental mitigation measures from the Loan Offer Acceptance and Agreement been incorporated into the plans and specifications? <b>ON ONA</b> (If the loan agreement does not specifically mention mitigation measures, the list will be found in the categorical exclusion, finding of no significant impact, or environmental impact statement. If you need assistance call the State Office reviewer of the environmental information document.)</p>	Suggestions of regional engineers	Same for CWSRF Handbook
Form 6-C, Page 1	<p>Item A, add a new (5th) paragraph to read: "For contracts that are only for materials/supply the following specification inserts apply: Chapter 6, forms D, E, F, G, H, O, P, Q, R, T, U, V, X</p>	Suggestions of regional engineers and stakeholders to provide a reference for which forms are required for loans entered into to only purchase material (i.e. no labor costs involved with loan project).	Same change in the CWSRF Handbook
Form 6-C, Page 27	<p>Add item K.4: "The default wage category is "heavy." If another category of work is performed that exceeds 10% of the total project costs or \$1 million the contractor must the apply the additional wage category/ies (i.e. roads, buildings, residential). Additionally, the added category/ies labor costs will be supported with documentation (e.g. wage determinations, payrolls).</p>	New guidance provided to DEQ by U.S. Dept. of Labor	Same changes in CWSRF Handbook, but on page 27
Form 6-M	<p>Updated instructions to reflect EEO requirement that EEO-1 forms be submitted on-line.</p>	Brought about by EEO's insistence to accepting any submissions other than through the internet	Same changes in CWSRF Handbook
Form 6-M	<p>Updated instructions to reflect EEO requirement that EEO-1 forms be submitted on-line.</p>	To be consistent with steering borrowers away from communicating with the EEO via traditional mail	Same changes in CWSRF Handbook
Form 6-X	<p>Addition of new specifications insert to address American Iron and Steel requirements.</p>	Recent Congressional action	Same changes in CWSRF Handbook
Form 8-A	<p>Split into two Forms (8-A and 8-B). The Form currently covers the submission of SRF forms that are due to DEQ both before and after the bid process. Splitting 8-A into two forms allows for logical completion points.</p>	Suggestions of regional engineers and stakeholders	Same changes in CWSRF Handbook

Handbook Form (Default reference in this column is to the DWSRF Handbook)	Proposed Change	What is Driving the Change?	Changes May Apply to Both Handbooks (As Noted Below)
Form 11-A	Page 2, Item 6, add in parenthetical at end of sentence: "(Note: the need for interviews is left up to the discretion of the borrower)"	Recent guidance provided by EPA	Same changes in CWSRF Handbook
Form 12-C	New Form "Miscellaneous Provisions" that explains rule interpretations for which other chapters/forms don't exist	Need for a Miscellaneous Form	Same changes in CWSRF Handbook