

# MEMORANDUM

**To:** Erika Mancha, Innovative Water Technologies, Texas Water Development Board (TWDB)

**FROM:** Justin Sutherland, Ph.D., P.E., Carollo Engineers

**SUBJECT:** Developing Practical Alternatives to Pilot Plant Studies for Innovative Water Technologies Quarterly Report – December 2013

**DATE:** January 8, 2014

**CONTRACT:** 1148321310

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## **Recent Project Activities:**

Since submission of the previous Quarterly Report (ending August 2013):

- 1) TWDB provided reviewer comments to project team toward the end of the quarter.
- 2) Prepared text for the second case study to be included in Draft Manual of Practice.

## **Issues Encountered:**

Receipt of reviewer comments was delayed. The project schedule was amended to provide additional time to review and respond to comments and revise Component B and Manual of Practice.

## **Items to be Addressed and Anticipated Project Activities:**

The following are anticipated project activities over the next quarter:

- 1) Submit text for the second case study to be included in Draft Manual of Practice.
- 2) Participate in conference call with TWDB and their reviewers, if needed, to discuss review comments.
- 3) Revise Drafts of Components B and Manual of Practice.
- 4) Submit Revised Drafts of Components B and Manual of Practice for informal review.
- 5) Submit Final Report and Manual of Practice.