At the request of the Metropolitan Sewer District of Greater Cincinnati, Arcadis worked on the following items as summarized below.

**Task 1 Project Administration - Planning**
- Performed project administration and resource management; communicated updates to MSDGC project manager.
- Finalized Task 1 Deliverables for submittal on July 22, 2020. Final documents included the following:
  - Risk Management Plan and Risk Register
  - Baseline Project Schedule
  - Project Management Plan
  - Quality Control Plan

**Task 2 Data Review and Collection**
- Developed Data inventory log and uploaded to Ebuilder on 7/7/2020. Also completed CAGIS Confidentiality Agreement and uploaded to Ebuilder.
- Received comments on Data Inventory Log and provided revised Data log to address comments.
- Began downloading and reviewing documents from Ebuilder uploaded by MSDGC based on data log request.
- Received shapefile for Flow Monitor locations in the project area for our review and development of our metering data request.