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8401 Laguna Palms Way
Elk Grove, California 95758



October 31, 2013

Ms. Kathleen Johnson
Director, Enforcement Division
United States Environmental Protection Agency
Region IX
75 Hawthorne Street
San Francisco, CA 94105-3901

**RE: RESPONSE TO CITY OF ELK GROVE MUNICIPAL SEPARATE STORM
SEWER SYSTEM (MS4) COMPLIANCE AUDIT REPORT**

Dear Ms. Johnson:

The City would like to take this opportunity to respond to the Compliance Inspection Report (see Attachment 1) dated September 23, 2013. The City's response addresses the EPA's comments and recommendations; and includes updates and improvements to the City's Program.

Summary

On August 7–8, 2012, representatives from the EPA, the Central Valley Regional Water Quality Control Board (Regional Board) and an EPA contractor, PG Environmental, LLC (collectively referred herein as Inspection Team), conducted an evaluation of the City's Program. The two-day evaluation helped identify deficiencies and recommendations to improve the City's Program; and a verbal exit interview was conducted pointing out the Inspection Team's observations and initial findings. On September 23, 2013 the City received the final Compliance Audit Report (Report). The Report identifies Program deficiencies and potential permit violations and provides recommendations for Program improvement. The EPA requested that the City submit a response by November 1, 2013, to provide updates on Program enhancements or to clarify any comments that were made during the compliance inspection.

City Response

The City's response (Response) to the Report follows the order, structure, and format of the Report. Our Response addresses each line item in the Report by explaining misinterpretations and/or by providing additional information that was not included in the evaluation. The Response also includes



what City actions were taken or will be taken and, if necessary, an implementation schedule on those actions.

3.1 PROGRAM MANAGEMENT

Potential Permit Violations:

- a. *The City of Elk Grove had not fully implemented the SQIP as it failed to designate a stormwater program manager or coordinator.*

Response/Actions: The Public Works Director is designated as the Stormwater Program Manager. As stated in Table 6.1 of the SQIP, the Public Works Director; “Oversees City-wide compliance with the Stormwater Permit and authorizes City staff to enforce Stormwater Ordinance”.

Implementation Schedule: An updated organization chart has been provided as Attachment 2.

Program Deficiency:

- a. *The 2009/2010 and 2010/2011 Annual Reports for the City identify the departments responsible for stormwater program implementation in a table which is similar to Table 6.1 in the SQIP; however the City does not provide an updated organizational chart similar to the one provided in Figure 6.2 of the SQIP. In light of the extensive use of contracts for many municipal activities that have the potential to affect the quality of storm water discharges, clearly identifying the City’s departments helps ensure that all permit requirements are addressed through program implementation.*

Response/Actions: The City has provided an updated organization chart (see Attachment 2) to identify City departments involved with the City’s Program. As shown in the organization chart, the Public Works Director is listed as the Stormwater Program Manager.

Implementation Schedule: The City has provided an updated organization chart as Attachment 2.

Program Recommendation:

- a. *The EPA recommends the City clarify the roles and responsibilities between City staff and contractors regarding, among other things, chain of command and decision-making to enforce City Ordinances. EPA recommends revising the SQIP to clarify the contractor’s role within*



the City and identify how the City will oversee the work performed by contracted staff, including enforcement decisions.

Response/Actions: The City of Elk Grove utilizes a contract staffing model to fulfill various Public Works functions. The Public Works Director/Stormwater Manager is a City employee who oversees five divisions within Public Works Department. In addition, there are three Contract Managers, also employed by the City, who work under the supervision of the Public Works Director. These managers oversee work performed by contract staff in the following three divisions; Stormwater Management, Operations, Maintenance and Construction Program, and the Capital Improvement Program. Contract staff are responsible for performing day-to-day duties within their respective divisions and consult with contract managers in the decision-making process. In addition, contract managers are kept informed of work being performed by contract staff on a daily basis and through monthly staff meetings.

In terms of the Program, the contract manager is responsible for making decisions regarding various aspects of the Program, including enforcement decisions. Contract staff provides details and recommendations to help the manager make informed decisions about the Program.

Implementation Schedule: The City will update the SQIP to clarify roles and responsibilities between City staff and contract staff.

3.1.1 TRAINING PROGRAM

Potential Permit Violations:

- a. *The City failed to develop a training program in accordance with various portions of the SQIP. Permit Sections D.8.a.viii, D.8.b, D.10.a.x, and SQIP Chapter 6.2, Tables 6.2-1 and 6.2-5.*

Response/Actions: Prior to receipt of the final Report, the City has been working on refining the Stormwater Training Program. On March 27, 2013 Stormwater Management staff conducted an Illicit Discharge/Detection Elimination (IDDE) training class, which was attended by inspection and field crew staff, customer service specialists and the City's maintenance contractor. Attachment 3 includes IDDE training material and a sign-in sheet. In addition, stormwater training is being conducted at bi-weekly Operations & Maintenance staff meetings, which is attended by customer service specialists, inspectors and field crew staff. Attachment 4 includes a sample of Operations & Maintenance meeting materials.

To further develop the City's training program, a City-wide awareness/training session is being scheduled. The training session is a collaborative effort between Stormwater Management and Integrated Waste staff. The awareness/training session will include topics related to illicit



discharge detection/elimination and hazardous material disposal. At the conclusion of the training session, attendees will be evaluated on their change in awareness related to stormwater discharges. The City's Human Resources Department will take the lead on requiring City and contract staff to attend the awareness/training session.

Implementation Schedule: The City plans to provide updates and materials for the City's Stormwater Training Program in subsequent Annual Work Plans and Annual Reports. The awareness/training session previously mentioned is scheduled for December 2013, and will be provided to City and contract staff. The SQIP will be updated to clarify the City's training program.

Program Recommendation:

- a. *EPA recommends the City include specific stormwater-related training requirements for City contractors in future SQIP revisions and/or contracts for City services that implement stormwater requirements. Due to the City's reliance on contracted services for operation and maintenance, as well as implementation of multiple aspects of its MS4 program, the SQIP and/or future contracts should clearly state the stormwater training requirements for personnel that carry out stormwater-related duties. These requirements should clearly state recordkeeping and reporting requirements to ensure that the City is provided with adequate information to document its training program.*

Response/Actions: The City currently requires contract staff to provide personnel who are fully qualified and trained to perform required tasks as required by State, local and federal regulations. A sample contract has been included as Attachment 5. In response to the audit and to help improve training requirements for contract staff the City plans to incorporate language in future contracts that will require contractors to submit stormwater training records for personnel that carry out stormwater-related duties. The City will provide contractors with the option to receive stormwater training from qualified City staff, if training is not provided by their respective companies.

In addition, currently construction contractors are required to adhere to all State, local and federal regulations, including NPDES MS4 permit requirements. Construction contractors are also required to ensure that a Qualified Stormwater Practitioner (QSP) performs stormwater inspections. In order to receive the designation of QSP, an individual must attend training courses that meet the California Stormwater Quality Association (CASQA) training requirements of the California Construction General Permit for BMP Implementation and also take and pass an exam.



Implementation Schedule: The City plans to incorporate new language in future City contracts and will provide updates and documentation of training in future SQIPs, Annual Work Plans and Annual Reports to clarify stormwater training requirements for contractors.

3.2 CONSTRUCTION PROGRAM

Potential Permit Violation:

- a. *The City failed to conduct construction stormwater inspections on City-sponsored project as required by Permit Section D.8.e and Chapter 6.3 of the SQIP.*

Response/Actions: At the time of the Compliance Inspection, the Inspection Team visited a City-sponsored Capital Improvement Construction Project – the Longleaf Drive Bridge Construction Project. During the Compliance Inspection, staff was unable to provide stormwater inspection records for the project. After the Inspection, staff was informed by the project resident engineer that all inspection records were available. The City is providing the Longleaf Drive Bridge Construction Project stormwater inspections records as part of this submittal (see Attachment 6).

Furthermore, the City was unsuccessful in explaining to the Inspection Team, the City-sponsored construction contract stormwater compliance requirements. City construction contract language requires construction contractors to provide stormwater inspection records to the City. The City also requires that the construction contractor have stormwater inspections performed by a QSP. The City's assigned resident engineer is responsible for reviewing the records to ensure contract compliance.

City-assigned construction inspectors currently perform stormwater inspections as part of the daily construction inspection process on City-sponsored construction projects. The City acknowledges that staff needs to improve the documentation and record-keeping process as it applies to stormwater inspections. Staff will revise the stormwater inspection documentation process accordingly.

Implementation Schedule: The City will submit daily inspection records for City-sponsored projects in subsequent Annual Reports.

- b. *The City failed to report repeat violators to the Regional Board in accordance with Permit Section D.8.e.*



Response/Actions: The City has rectified this deficiency by developing a flow chart with a clear mechanism for referring chronic violation sites to the Regional Board. The flow chart illustrates operating procedures for staff to follow in regards to construction enforcement. The flowchart has been included as Attachment 7 and training on this enforcement action will be provided to the appropriate staff members.

Implementation Schedule: As stated above, the City has included a newly developed flowchart for reporting chronic violators to the Regional Board (see Attachment 7). The City is planning to implement the flowchart process as a standard operating procedure. The flowchart will be provided to construction contractors at pre-construction meetings to help enforce the revised procedure. The City's SQIP will be updated to clarify standard operating procedures in regards to construction enforcement.

- c. *The City failed to track past enforcement actions in their annual reports to measure changes in behavior or to track referrals to the Regional Board to decrease chronic violations as required by Permit Section D.8.a and SQIP Chapter 6.3.*

Response/Actions: The City uses an electronic work request and job order tracking system to record construction violation notices, which was not submitted during the audit. A sample report has been included as Attachment 8.

Implementation Schedule: The City will continue to track past enforcement actions and will include this information in Annual Reports. The SQIP will be updated to clarify enforcement action measures and subsequent changes in behavior and will continue to track referrals to the Regional Board to decrease chronic violations.

Program Deficiency:

- a. *The City did not follow the enforcement escalation policy set forth in Chapter 6.2 of the SQIP. Multiple Notices of Correction for the Laguna Ridge Apartments had been issued when the City could have escalated the matter to a Notice of Non-Compliance.*

Response/Actions: As previously stated, the City has clarified the process in which violations are reported. Attachment 7 includes a flowchart which illustrates the enforcement escalation process. The flowchart will be provided to construction contractors at pre-construction meetings to help enforce the revised procedures. The City's SQIP will be updated to clarify standard operating procedures in regards to construction enforcement. In addition, the City will review Chapter 15.12 of the City of Elk Grove Municipal Code to ensure consistency with the SQIP.



Implementation Schedule: The City has revised the enforcement escalation process and it has been included as Attachment 7.

- b. *The City lacks a standard operating procedure for the Notice of Correction form to enable, consistent and effective follow-up to violations identified during the inspection. The first formal step of the enforcement process, the Notice of Correction, is a written form filled out by the inspector, a Willdan employee, while on site. As discussed above, the EPA observed inconsistent use of the Notice of Correction form by the construction site inspectors during their inspections.*

Response/Actions: The City will implement the new escalation operating procedures for construction enforcement, as provided in Attachment 7. The City will continue to work on training inspection and field crew staff on the enforcement procedures and correct use of forms.

Implementation Schedule: The City will train inspection and field crew staff on operating procedures, the correct use of forms and changes to the escalation procedures. This information will be reported in subsequent Annual Work Plans and Annual Reports.

3.3 MUNICIPAL PROGRAM

Potential Permit Violation:

- a. *The City failed to implement a program for inspection and maintenance of City-owned parking lots as required by Section D.10.b.vi of the Permit.*

Response/Actions: The City is currently working on updating the City's Stormwater Pollution Prevention Plan (SWPPP) to require routine inspections at City-owned parking lots. In addition, the City has directed the street sweeping contractor to sweep City-owned parking lots on a routine basis.

Implementation Schedule: The updated SWPPP will be included as part of the next Annual Work Plan submittal.

3.4 ILLICIT DISCHARGE PROGRAM

Program Deficiency:

- a. *The City must include in its illicit discharge program, proactive dry weather outfall screening, and adequate training for staff to inspect outfalls, identify suspicious flows, document their*



observations, and refer certain observations of dry weather flows to appropriate City staff for follow-up. The City should also develop tools to help inspectors screen outfalls for dry weather flows. The City could utilize information in its GIS-based map to identify outfalls to be screened, including attributes for each outfall to aid field crews when they conduct and document outfall screening activities.

Response/Actions: The City performs outfall inspections prior to the wet weather season. The outfall inspections include required vegetation removal and outfall repair, however as outlined in the Report, the City lacked documentation of these efforts. The City will rectify this deficiency by including a new attribute on field inspection forms for inspection and field crew staff to identify and document potential illicit discharges from outfalls. Field crews will also be trained on how to report suspicious flows and the notification process. Field crews use the City’s GIS-based system to identify locations of outfalls to be inspected.

Implementation Schedule: Inspection and field crew staff will inspect outfalls for dry weather flows during annual outfall inspections and will document their findings, as necessary. Staff has been and will continually be trained on how to identify an illicit discharge and reporting mechanisms.

Program Recommendation:

- a. *The EPA recommends the City develop a clear method and standard for entering illicit discharge-related information into the City’s electronic work order system. The City should develop a clear method and standard for entering IC/ID information into the work order system to ensure illegal connections and illicit discharges are appropriately tracked and eliminated.*

Response/Actions: The City’s customer service specialists have a clear method and standard for entering illicit discharge related information into the City’s electronic work order system. All calls or reports must be documented in the City’s electronic tracking system. When the City receives information via a phone call or other media-from residents or other non-department staff, the customer service specialists are not always able to make a “qualified” assessment of the incident based on the reporting party’s description.

The City is working with the customer service specialists on defining the correct categories of hazardous materials, spills, illegal connections or illicit discharges for reporting and tracking purposes. To help with this effort the City’s tracking system has been improved by adding a “task code” identifying the correct reporting code. Attachment 9 is a screenshot of the task code in the City’s tracking system. Attachment 9 also includes a sample Spills and Discharges Report to verify the ongoing use of the code.

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8401 Laguna Palms Way
Elk Grove, California 95758



Thank you for conducting the City of Elk Grove Municipal Separate Storm Sewer System (MS4) Compliance Audit and allowing the City to respond to your concerns identified in the Compliance Inspection Report. The EPA's recommendations have been of significant value to the City in improving our Stormwater Program. If you have any questions, please feel free to contact me at (916) 478-2287 or Darren Wilson at (916) 627-3446.

Sincerely,

A handwritten signature in blue ink, appearing to read "Richard Shepard", is written over a faint, larger version of the same signature.

Richard Shepard, P.E.
Public Works Director

DW/AT

Attachments:

1. EPA Compliance Inspection Report
2. City's Organization Chart
3. Summary of IDDE Training
4. Operations and Maintenance Bi-Weekly Staff Meeting Agenda
5. Sample Contract
6. Longleaf Drive Bridge Construction Project Inspection Records
7. Construction Inspection Enforcement Notice Flowchart
8. Sample Construction Enforcement Notice Report
9. Sample Illicit Discharge Report

CC via e-mail:

Kathleen Johnson, U.S. EPA
David Wampler, U.S. EPA
Luis Garcia-Bakarich, U.S. EPA
Elizabeth Lee, Central Valley Regional Water Quality Control Board
Dana Booth, County of Sacramento
Sherill Huun, City of Sacramento
Britton Snipes, City of Rancho Cordova
Sarah Staley, City of Folsom
Bill Forrest, City of Galt
Chris Fallbeck, City of Citrus Heights
File

ATTACHMENT 1
EPA COMPLIANCE AUDIT REPORT



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION IX
75 Hawthorne Street
San Francisco, CA 94105-3901

Via Certified Mail:
No. 7002 2410 0007 9790 9276
Return Receipt Requested

SEP 23 2013

Mr. Darren Wilson, P.E.
Engineering Services Manager
City of Elk Grove
8401 Laguna Palms Way
Elk Grove, CA 95758

Re: City of Elk Grove Municipal Separate Storm Sewer System (MS4) Compliance
Audit Report

Dear Mr. Wilson:

Enclosed please find the final audit report for the City of Elk Grove Storm Water Management Program (Program). On August 7 and 8, 2012, EPA Region 9 (EPA) and representatives from PG Environmental, LLC, an EPA contractor, and the Central Valley Regional Water Quality Control Board (Regional Board) conducted an audit of the City's Program. The purpose of the audit was to assess the City's compliance with the requirements contained within the NPDES Storm Water Permit and Waste Discharge Requirements for the Municipal Separate Storm Sewer Systems within Sacramento County (NPDES Permit No. CAS082597).

EPA's audit focused on evaluation of the City's compliance with the program management, construction, municipal operations, and illicit connection and illicit discharge (IC/ID) elimination requirements of the Permit, and entailed a review of documents, interviews of program management and field staff, and field verification.

EPA found potential permit violations. Most significantly, the City failed to:

- develop a storm water training program required by the permit;
- inspect or document inspections of City-owned construction projects; and
- refer chronic construction site violations to the Regional Board.

Please respond to the audit report with any updates on program enhancements or clarifying comments by Friday, November 1, 2013. Following receipt of the City's response, EPA will post the audit report along with the City's response on our website. Thereafter, EPA will follow-up with City management to ensure adequate resolution of all potential permit violations. If you

have concerns or questions, please call me at (415) 972-3873, or refer staff to Luis Garcia-Bakarich at (415) 972-3237 or via email at garcia-bakarich.luis@epa.gov.

Sincerely,



Kathleen H. Johnson, Director
Enforcement Division

Enclosures:

City of Elk Grove MS4 Audit Report (w/attachments)

Cc via email with enclosure:

Elizabeth Lee, Central Valley RWQCB
Dana Booth, County of Sacramento
Sherill Huun, City of Sacramento
Britton Snipes, City of Rancho Cordova
Sarah Staley, City of Folsom
Bill Forrest, City of Galt
Chris Fallbeck, City of Citrus Heights



U.S. Environmental Protection Agency
Region 9
Enforcement Division
75 Hawthorne Street
San Francisco, CA 94105-3901

**MUNICIPAL SEPARATE STORM
SEWER SYSTEM (MS4)
COMPLIANCE INSPECTION**

**CITY OF ELK GROVE,
CALIFORNIA**

INSPECTION REPORT

Inspection Date:
August 7–8, 2012

Report Date:
September 23, 2013

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Section 1.0 Executive Summary

The U.S. Environmental Protection Agency (EPA) conducted an inspection on August 7–8, 2012, of the City of Elk Grove, California (hereinafter, City), Municipal Separate Storm Sewer System (MS4) Program.

EPA reviewed documents, met and interviewed staff to gather information on overall program management, and conducted field activities to review the City’s MS4 Program. The inspection focused on the following MS4 Program Elements: (1) Program Management, (2) Construction Program, (3) Municipal Program, and (4) Illicit Discharge Program. At the conclusion of the audit, EPA discussed preliminary observations with City representatives.

In this report, where applicable, EPA has identified recommendations for program improvement, program deficiencies, and potential permit violations. Although this report includes potential permit violations, it is not a formal finding of violation. Significantly, the EPA observed that the City failed to:

- develop a storm water training program required by the permit;
- inspect or document inspections of City-owned construction projects; and
- refer chronic construction site violations to the Regional Board.

Section 2.0 City of Elk Grove Stormwater Program

On August 7–8, 2012, representatives from the U.S. Environmental Protection Agency (EPA), the Central Valley Regional Water Quality Control Board (RWQCB), and an EPA contractor, PG Environmental, LLC (hereinafter, collectively, the EPA Inspection Team) conducted an evaluation of the City’s MS4 Program. A similar audit was conducted August 15-16, 2012 of the County of Sacramento’s storm water program.

Stormwater discharges from the City’s MS4 and six other entities (hereinafter, Permittees) are regulated under *Waste Discharge Requirements, Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova, Sacramento, and County of Sacramento, Storm Water Discharges from Municipal Separate Storm Sewer System, Sacramento County, National Pollutant Discharge Elimination System (NPDES) Permit No. CAS082597, Order No. R5-2008-0142, (hereinafter, Permit).* The Permit was adopted in September 2008 and expires in September 2013. The Permit was originally issued in 1990 and this is the Permittees’ fourth permit term. The City was incorporated on July 1, 2000, and officially became a Permittee when the Permit was reissued in December 2002. Prior to the City’s incorporation, the area currently within the City limits was within the jurisdiction of the County of Sacramento’s MS4 program.

Section D.2 of the Permit required the Permittees to develop and implement a Storm Water Quality Improvement Plan (hereinafter, SQIP) which includes program elements to reduce the discharge of pollutants in stormwater to the maximum extent practicable. The SQIP is required to contain the following components: Program Management, Program Effectiveness Assessment, as well as specific Program Elements. The SQIP was finalized in November 2009 and approved by the Regional Board in January 2010 (see Appendix B, B.1). Section D.3.c of the Permit requires the Permittees to implement the SQIP consistent with the schedule specified in the Permit. Furthermore, Section D.3.c of the Permit specifies that the SQIP is an enforceable part of the Permit.

The Permittees have formed a collaborative group called the Sacramento Stormwater Quality Partnership (hereinafter, Partnership), which consists of representatives from the seven Permittees subject to the Sacramento area-wide stormwater Permit. Each Permittee contributes funding to the Partnership, and Sacramento County and/or the City of Sacramento take the lead on implementing various regional stormwater program activities. The Permittees established a Memorandum of Understanding (MOU) on April 22, 2003, as required by Section D.3.e.i of the Permit, which defines the Permit requirements to be addressed via the Partnership and how the Permittees will share in their individual responsibilities to meet permit requirements. As explained in the Executive Summary of the SQIP, the SQIP describes two types of activities—those conducted collectively by all of the Permittees (i.e., Partnership or regional activities) and those conducted individually by each Permittee (i.e., Permittee-specific or individual activities).

City Information

According to the 2010 U.S. Census, the City encompasses approximately 42 square miles and has a population of 153,015 people. The City is located in the southern portion of the Sacramento metropolitan area. According to the SQIP, the land use in the City is about 74 percent residential, 10 percent commercial, 7 percent parks and open space, 4 percent industrial, and 5 percent other. The City's MS4 consists of about 400 miles of underground pipes, four stormwater pump stations, nine major natural creeks or open channels, and 482 outfalls which discharge to local creeks and man-made channels. The following are the primary receiving waters for discharges from the MS4: Deer Creek, Elk Grove Creek, Laguna Creek, Strawberry Creek, the Grant Line Channel, the Laguna West Channel, the Shed A Channel, the Shed B Channel, and the Shed C Channel.

City staff stated that the City experienced significant growth during 2004 to 2007. The majority of development during this time period consisted of construction for residential and commercial land uses. City staff stated that development has slowed significantly since that time.

According to City staff, the City is predominately a "contract city," meaning that it provides the majority of municipal services to its citizens through contracts with other government agencies, public agencies, or private organizations. This is further discussed below in Section 3.1, *Program Management*.

2.1 Program Areas Evaluated

The inspection included an evaluation of the City's compliance with portions of the following MS4 Program Elements included in the Permit:

- Program Management
- Construction Program
- Municipal Program
- Illicit Discharge Program

The EPA Inspection Team did not evaluate all components of the City's MS4 Program and this inspection report should not be considered a comprehensive evaluation of all individual program elements.

Section 3.0 Evaluation Findings

This section is organized to generally follow the structure of the Permit. For each section in the report, where notable, EPA has identified recommendations for program improvement, program deficiencies, and potential permit violations. Potential permit violations are areas where it appears the Permittee is not fulfilling requirements of the Permit and/or the SQIP. Program deficiencies are areas of concern that may prevent successful program implementation or areas that, unless action is taken, have the potential to result in non-compliance in the future. This report also provides recommendations for improved program implementation. Although this report may include potential permit violations, it is not a finding of violation.

The inspection findings are supported by interviews, observations and photographic evidence gathered during the inspection, as well as documentation that may have been obtained before, during, or after the inspection. This inspection report does not attempt to comprehensively describe all aspects of the City's MS4 Program, fully document all lines of questioning conducted during personnel interviews, or document all in-field verification activities conducted during site visits.

Additional inspection report materials, including an inspection schedule, sign-in sheet, list of site visits conducted during the inspection, and site visit reports with photograph logs, are included in Appendix A.

Multiple documents were referenced by the EPA Inspection Team during the inspection process and development of this inspection report (e.g., the Permit, MS4 annual reports). In addition, the City provided the EPA Inspection Team with multiple documents during the inspection process. A list of these reference materials is included as Appendix B. The documents identified in Appendix B have not been included in the submittal of this inspection report. Copies of the materials are maintained by U.S. EPA Region 9 and can be made available upon request.

3.1 Program Management

Permit Sections D.2-D.7 requires an implementation schedule containing identifiable milestones, performance standards, and compliance with the terms of the Order and the SQIP. Specifically, Section D.2 of Permit requires that each Permittee's SQIP identify all departments within the jurisdiction that conduct activities which may impact urban runoff quality, their roles and responsibilities under the Permit, and an updated organizational chart, identifying key personnel responsible for issuing enforcement actions, in each annual report. Chapter 6.2 of the SQIP, *Program Management and Related Activities*, provides information about the organization and staffing of the City's MS4 program. It states that the City has a designated staff whose responsibilities include management of the Stormwater Drainage Program and compliance with the NPDES permit. According to Table 6.1 in the SQIP (City of Elk Grove NPDES Stormwater Permit Program Responsibilities), the Public Works Director oversees compliance with the Permit, while Water Resources, located in the Public Works Department, administers and manages the City's stormwater program. Figure 6.2 in the SQIP, the City's Organizational Chart,

identifies a Stormwater Program Manager under the Public Works Department; however the City stated that it had not designated staff to fill this role. The SQIP and the 2009/2010 and 2010/2011 Annual Reports do not provide a clear picture of how roles and responsibilities, including enforcement, are distributed among City departments.

The City explained that it uses numerous contractors to provide municipal services and implement the MS4 program. In essence, the City is a “contract city,” meaning that it provides the majority of municipal services to its citizens through contracts with other government agencies, public agencies, and private organizations. For example, the City contracts with the Cosumnes Community Services District (CCSD) to provide landscaping maintenance (including herbicide and pesticide application) for City parks, and with a Ford dealership to provide fleet maintenance services. Additionally, the City has an overall “Professional Services Contract” with Willdan Engineering (hereinafter, Willdan). The services provided under this contract include, but are not limited to, engineering services, capital improvements, and municipal operations and maintenance. The Willdan Construction and Maintenance Manager explained that Willdan uses its own staff, as well as six subcontracted companies to provide these services to the City. The contract took effect in January 2011 and has a three year duration, with three optional one-year extensions. The City Operations and Maintenance Contract Manager, within Public Works, oversees this contract.

During the discussion of the contractor/City relationship, EPA learned that Willdan employees who perform services on behalf of the City, report to supervisors within Willdan and often copy City managers and staff as they report to Willdan management. While, the Willdan Construction and Maintenance Manager stated that he issues enforcement actions at construction sites; it was not clear to the EPA Inspection Team exactly how potential enforcement cases were reported to City officials and how decisions about escalated enforcement are reached within the chain-of-command between the City and Willdan.

Potential Permit Violation

The City of Elk Grove had not fully implemented the SQIP as it failed to designate a stormwater program manager or coordinator. Section D.2 of the Permit and Chapter 6.2 of the SQIP.

Section D.2 of the Permit requires the Permittees to identify, in the SQIP, all departments with roles and/or responsibilities under the Permit, and to provide an up-to-date organization chart in the Annual Report. Chapter 6.2 of the SQIP states that there is a designated staff for management of Stormwater Drainage Program, and Figure 6.2 within the SQIP identifies a Stormwater Program Manager. The City stated that they had not designated staff to fill this role at the time of the EPA Inspection.

Program Deficiency

The 2009/2010 and 2010/2011 Annual Reports for the City identify the departments responsible for stormwater program implementation in a table which is similar to Table 6.1 in the SQIP; however the City does not provide an updated organizational chart similar to the one provided in Figure 6.2 of the SQIP. In light of the extensive use of

contracts for many municipal activities that have the potential to affect the quality of storm water discharges, clearly identifying the City's departments helps ensure that all permit requirements are addressed through program implementation.

Program Recommendation

The EPA recommends the City clarify the roles and responsibilities between City staff and contractors regarding, among other things, chain of command and decision-making to enforce City Ordinances. EPA recommends revising the SQIP to clarify the contractor's role within the City and identify how the City will oversee the work performed by contracted staff, including enforcement decisions.

3.1.1 Training Program

Training requirements for the City's Construction Program, Municipal Program, and Illicit Discharge Program Elements, are included in the Permit and SQIP.¹ Specifically, Sections D.8.a.viii and D.8.b of the Permit require the City provide regular internal and external training on applicable components of the SQIP and related Permits for the Construction Program. Section D.10.a.x of the Permit requires the City to provide regular internal training on applicable components of the SQIP for the Municipal Program and Section D.11.b.vi of the permit requires the City include training as a component of the Illicit Discharge Program.

The section titled "Training for City Staff" on page 6-12 in Chapter 6.2 of the SQIP outlines the City's storm water training program and states the City provides targeted training for staff listed in Table 6.1, which includes, but is not limited to: planning, maintenance, drainage engineering, construction inspection and development staff. Chapter 6.2 of the SQIP further states that targeted City staff receives annual training for Construction, Municipal Operations, Illicit Discharge, and Development Planning. The SQIP states that training courses will generally cover the following topics: (1) general storm water quality awareness objectives (where stormwater goes, how it becomes polluted, and how to prevent pollution); (2) background regulatory information appropriate to the audience; (3) how to report/refer observed problems in the field; and (4) information about enforcement and penalties appropriate to the audience. The City also provided the EPA Inspection Team with a copy of the 2012/2013 annual workplan which contained a general statement that the City would continue to implement the training program for City staff and provide regular training.

Table 6.3-1 (Construction Element) of the SQIP states the City will conduct annual refresher training for City staff involved in construction and Table 6.5-1 (Municipal Operations) states the City will provide regular internal trainings on applicable components of the SQIP. Under both SQIP sections, the City is required to at least tabulate the number of staff trained under each program element to document and confirm Permit compliance. Under the Municipal Operations program element, the City is also required to monitor changes in awareness as a result of the training. See Table 6.5-1. The EPA Inspection Team requested documentation of training activities, including

¹ Because training is addressed in this section of the inspection report, it is not addressed below in the other individual program element sections.

training records and syllabi, for the City's Construction Program and Municipal Program for the 12 months prior to the inspection. In response, the City provided several documents such as training certificates, training presentation, and training sign-in sheets. (See Appendix B, B.71 through B.75, and B.83 through B.85, respectively). Additionally, three sections of the 2010/2011 Annual Report (CO.9.1, MO.10.1, and IL.8.2) state that training information is included in Appendix 6.2 of the document. The training documentation provided in Appendix 6.2 of the City's 2010/2011 Annual Report included three "Elk Grove Safety Meeting Sign In Sheets" for the entire year which each had a stormwater pollution prevention aspect to them. The sign-in sheets are dated "the week of December 6, 2010," May 4, 2011, and May 17, 2011. Nine or fewer staff were present for each of the training sessions. The hand-written notes on the sign-in sheets only state the specific BMP(s) that were reviewed during the training event, and do not specify which program element they attempt to address.

During the inspection, City and Willdan staff described various training activities which have occurred and requirements related to stormwater awareness training for contracted staff; however, the City Engineering Services Manager stated that the City did not have an established curriculum or forum for presenting stormwater-related information to all staff and generally relied on regional trainings provided by the Partnership. The Willdan Project Manager stated that they planned on conducting stormwater awareness training in September 2012, and this would likely include operations and maintenance staff, building, and facilities staff.

In contrast, the City has developed a structured training program for its code enforcement officers. The City Code Enforcement Manager explained that newly-hired code enforcement officers go through an 8-week training program which covers all areas of the Municipal Code. The training program includes a stormwater component to address Section 15.12 of the Municipal Code, which prohibits illicit discharges to the storm sewer system and describes enforcement capabilities. Code Enforcement also has an established weekly review of the Municipal Code for all enforcers, where Section 15.12 becomes the topic of review approximately every 18-24 months.

Potential Permit Violation

The City failed to develop a training program in accordance with various portions of the SQIP. Permit Sections D.8.a.viii, D.8.b, D.10.a.x, and SQIP Chapter 6.2, Tables 6.2-1 and 6.2-5.

The City must develop a training program covering the topics required by the Permit and SQIP that also includes a process to maintain records of training tabulating the number of employees trained and changes in awareness.

3.1.1.1 Stormwater Training for Contractors

The SQIP does not specify whether contracted staff must receive specific stormwater-related training; however, City staff explained that each service contract that the City enters into for contracted services includes a provision that the contractor must provide training for its own staff. The City provided the EPA Inspection Team with several

contracts to review including the *Contractor Contract for Szeremi Sweeping Services*, dated July 15, 2010 (see [Appendix B, B.3](#)). The EPA Inspection Team performed a review of this contract and noted that Section 16, *Compliance with the Law*, of the contract states that the contractor must comply with all applicable laws, ordinances, and codes of federal, state, and local governments. Page 15 of Exhibit A to the contract in the section titled “Environmental Controls at Work Site,” the contract also specifies that the contractor is responsible for protecting the local storm drain system from pollution and is to employ best management practices as applicable. The EPA Inspection Team did not, however, identify anywhere in the contract requirements that the contractor must provide specific training to its employees.

Program Recommendation

EPA recommends the City include specific stormwater-related training requirements for City contractors in future SQIP revisions and/or contracts for City services that implement stormwater requirements. Due to the City’s reliance on contracted services for operation and maintenance, as well as implementation of multiple aspects of its MS4 program, the SQIP and/or future contracts should clearly state the stormwater training requirements for personnel that carry out stormwater-related duties. These requirements should clearly state recordkeeping and reporting requirements to ensure that the City is provided with adequate information to document its training program.

3.2 Construction Program

As required by Section D.8.c of the Permit, the City must implement and enforce a program to control runoff from all construction sites subject to the NPDES General Construction Permit (CGP). The Permit includes specific objectives for the program at Section D.8.a–f, including, but not limited to: adequate legal authority; construction plan review; specific BMP requirements; inventory of active sites; inspection of construction sites; enforcement actions; and a tracking system for inspection and enforcement data and training activities. These elements are discussed in more detail below. Chapter 6.3 of the SQIP states that, in general, inspection and enforcement activities will focus on sites that disturb at least 350 cubic yards and/or disturb at least one acre, but notes that smaller sites must still comply with the City’s stormwater ordinance and operators of small sites will be educated and informed about ways to prevent erosion and prevent pollution.

The City experienced significant growth during 2004 to 2007. City and Willdan staff explained that in the past they issued 400 to 500 building permits per month and had as many as 250 active construction projects at one time. They had a staff of 35 full-time construction inspectors and four staff dedicated to conducting stormwater inspections. The Willdan Construction and Maintenance Manager explained that at the time of the EPA inspection, the City had about 17 or 18 active construction projects and one dedicated construction stormwater inspector.

The EPA Inspection Team visited five private construction sites: (1) Franklin Crossing Construction Project, (2) Walmart Construction Project, (3) Laguna Ridge Village Construction Project, (4) Laguna Ridge Apartments Construction Project, and (5) the

Laguna Springs Corporate Center. In addition, the EPA Inspection Team visited one City-sponsored construction project, the Longleaf Drive Bridge Construction Project. Individual write-ups and photographs for these construction site inspections are included in this inspection report in Appendix A.

3.2.1 Construction Plan Review and Permitting

Section D.8.c.v states that the City must require the submittal of an erosion and sediment control plan that complies with City requirements and verify that the operator has submitted an application for coverage under the CGP, if necessary, prior to issuing a grading permit. According the Chapter 6.3 of the SQIP, the City established mechanisms in Chapter 16.44, *Land Grading and Erosion Control*, of its Municipal Code to require grading and erosion control permits for any project that results in land disturbance of one acre or greater, or any project that involves grading, filling, excavating, storing, or disposing of 350 cubic yards or more of soil or earthy material. Section 16.44.090.J of the Municipal Code requires that project plans submitted to the City include the location, implementation schedule, and maintenance schedule of all erosion control measures and sediment control measures to be implemented or constructed prior to, during or after the proposed activity. Chapter 6.3 of the SQIP requires the City to verify during its review that a Notice of Intent (NOI) has been filed by the applicant for coverage under the CGP.

City and Willdan staff explained that City contract staff review plans for private development projects to assess the adequacy of erosion and sediment controls. City and Willdan staff explained that for City-sponsored projects, the plans and SWPPPs submitted with the application undergo an internal review process. The City has established and maintained an inventory of active construction sites which includes information on the most recent inspection, next scheduled inspection, and site conditions.

3.2.2 Construction Site Inspections

Section D.8.e of the Permit requires the City include an inspection frequency for construction sites in its SQIP and inspect each site for compliance with local ordinances and the erosion sediment control plan for the project until construction activities are completed and the site has been stabilized. The Permit states that inspections shall occur at a frequency determined to be effective by the Permittees and shall include a higher inspection frequency in the winter months (wet season) than during summer months (dry season). Chapter 6.3 of SQIP states that the City will continue to inspect all construction projects in the City and that all construction sites in the City will be prioritized based on the threat to water quality, taking into consideration project size, amount and nature of site activity, sensitive site conditions, and prior history of violations by the contractor. According to Chapter 6.3 of the SQIP, the City inspects high priority construction sites twice per month during the wet season and monthly during the dry season. Moderate priority sites will be inspected monthly throughout the year.

The Willdan Construction and Maintenance Manager explained that the City conducts a preconstruction kickoff meeting and inspection for each private construction project, and an inspection prior to the first rain event of the season. A brief review of construction inspection records provided by the City indicated that inspections of private construction

sites had been conducted during July 2012 and were scheduled to be conducted one month later in August 2012.

3.2.2.1 City-Sponsored Construction Site Inspection

The EPA Inspection Team visited a City-sponsored capital improvement construction project—the Longleaf Drive Bridge Construction Project—and multiple site deficiencies were observed during the site visit. A site visit write-up and photograph log is included in Appendix A.10. During the site visit, the Willdan Construction and Maintenance Manager explained that this City-sponsored project had not received stormwater inspections by City or Willdan staff. In fact, City and Willdan staff explained that the City had not conducted stormwater-specific inspections for any City-sponsored construction sites.

Potential Permit Violation

The City failed to conduct construction stormwater inspections on City-sponsored project as required by Permit Section D.8.e and Chapter 6.3 of the SQIP.

Chapter 6.3 of the SQIP states that the City will conduct inspections of all construction projects. The Chapter further states that all City construction projects are subject the same ordinances and standards as private projects, and it goes on to say that City inspectors will inspect and conduct enforcement for these projects. The City must implement the construction inspection program that includes inspecting City-sponsored construction sites.

3.2.3 Enforcement of Construction Site Stormwater Runoff Controls

Sections D.8.a.vii and D.8.b of the Permit require the City to have a construction program that includes enforcement of City requirements and referral to the RWQCB of sites that violate CGP requirements. Section D.8.c requires the City to implement and enforce a program to control runoff from all construction sites subject to the CGP. Section D.8.e requires the City to notify the RWQCB if there are chronic violations (e.g. three or more) of City stormwater ordinances at a specific site and to use its legal authority to promptly and effectively enforce its stormwater ordinance to correct any violations observed during inspections.

Page 6-19 of the SQIP, in the section titled “Inspection and Enforcement,” states that progressive enforcement action will be taken by the construction inspectors when violations of local ordinances are observed and that repeat offenders will be referred to the Regional Water Board as required by the Permit. The City’s enforcement process is described in Chapter 6.2, page 6-10 of the SQIP. This process is also described in detail in the City Ordinance No. 22-2003 (Article 5 Sections 15.12.400-15.12.480). The Willdan Construction and Maintenance Manager explained that enforcement is a progressive process that escalates from Notice of Correction, to Notice of Non-Compliance, to Manager-to-Manager Phone Call/Site Visit, and finally to Cease and Desist Order.

The Willdan Construction and Maintenance Manager explained that he typically gets involved in enforcement activities when a construction project has not responded to issues identified by the Willdan construction stormwater inspector. City and Willdan staff stated that no Cease and Desist Orders had been issued in the previous five years and that fewer than three had been issued in the previous ten years. City and Willdan staff could not identify any specific criteria stemming from Notice of Correction noncompliance that would trigger escalating enforcement proceedings. Further, the EPA Inspection Team observed that the Notice of Correction forms contained different information and may not be complete, depending on which inspector was completing the form. For example, some inspectors write down the details of a violation or site observation but do not specify a time frame for resolution (see [Appendix B.69](#)).

Table 6.3.1 of the SQIP states the City will tabulate enforcement actions taken to measure changes over time to determine if construction contractor behavior changes and to track referrals made to the Regional Board in an effort to decrease chronic violations. However, the 2010/2011 Annual Report reports only the actions taken within the reporting period without comparison to a baseline of previous years' enforcement actions as the SQIP requires. Further, the Annual Report fails to state how many violations have been cited against specific sites, a key indicator of chronic violations.

During an inspection of the Laguna Ridge Apartments Construction Project, the EPA Inspection Team observed that appropriate perimeter control BMPs had not been implemented (see [Appendix A.9](#)). The Willdan Construction and Maintenance Manager and Willdan Construction Stormwater Inspector stated that the lack of BMPs was an ongoing problem with this specific construction site. The City representative stated that the City had issued multiple Notices of Correction, but had not issued a Notice of Non-Compliance and/or Cease and Desist Order, and had not referred the site to the Regional Water Board. While onsite, the Willdan Construction and Maintenance Manager agreed that this case should have been escalated to a Notice of Non-Compliance. Subsequent to the inspection, the EPA Inspection Team received documentation of a Notice of Non-Compliance issued to the Laguna Ridge Apartments Construction Project on August 9, 2012 (see [Appendix B.104](#)).

The 2010/2011 Annual Report Section 6.3, CO.7.2 (Notify Regional Water Board about CGP non-filers and when three or more violations of local stormwater ordinance at a site) notes that some notices identified in Table 6.3-4 cover multiple violations; however, it does not state if any projects were actually referred to the Regional Board. This information in the Annual Report indicates there may have been other construction sites that also should have been referred to the Regional Board.

Program Deficiency

The City did not follow the enforcement escalation policy set forth in Chapter 6.2 of the SQIP. Multiple Notices of Correction for the Laguna Ridge Apartments had been issued when the City could have escalated the matter to a Notice of Non-Compliance.

Potential Permit Violation

The City failed to report repeat violators to the Regional Board in accordance with Permit Section D.8.e.

As described above, the City identified a construction project (Laguna Ridge Apartments) with on-going violations, had issued multiple Notices of Correction, but had not referred the site to the Regional Board. The City must develop a clear mechanism for referring sites with chronic violations to the Regional Water Board. The procedure should be shared with construction project managers at the pre-construction meeting so it is clear how enforcement activities, including referring cases to the Regional Board, will be conducted.

Potential Permit Violation

The City failed to track past enforcement actions in their annual reports to measure changes in behavior or to track referrals to the Regional Board to decrease chronic violations as required by Permit Section D.8.a and SQIP Chapter 6.3.

By failing to track information from year to year, the City is unable to measure changes in behavior within the construction industry. While the Annual Report does state that City is tracking referrals to the Regional Board, the report does not list past referrals or discuss the status of or outcomes from the cases. The City's future Annual Reports must provide a clear report of the enforcement cases taken that identifies the sites, the number of enforcement actions taken per site, which sites have been referred to the Regional Board, and updates on the cases the City is tracking to demonstrate outcomes of the Enforcement Program.

Program Deficiency

The City lacks a standard operating procedure for the Notice of Correction form to enable, consistent and effective follow-up to violations identified during the inspection. The first formal step of the enforcement process, the Notice of Correction, is a written form filled out by the inspector, a Willdan employee, while on site. As discussed above, the EPA observed inconsistent use of the Notice of Correction form by the construction site inspectors during their inspections.

3.3 Municipal Program

Section D.10 of the Permit requires the City to implement the Municipal Program in its SQIP to effectively prohibit non-stormwater discharges and prevent or reduce pollutants in runoff from all municipal land use areas, facilities and activities to the maximum extent practicable. The City's program must include, among other things: pollution prevention BMPs for City facilities; marking of storm drain inlets; maintenance of the storm drain system; street sweeping activities; and maintenance of public parking facilities.

City and Willdan staff explained that the City has been developing its geographic information system (GIS)-based map of the City since at least 2006. The map includes manholes, storm sewer pipes, outfalls, City-owned detention basins, catch basins, and culverts. City and Willdan staff demonstrated that the City was in the process of adding private permanent stormwater management structures (i.e., post-construction BMPs) into

the GIS-based map with photographs of the structures. There are approximately four GIS contract staff housed at the City's offices that update the map as needed, primarily based on electronic as-built plans and field verification information.

The City has established five distinct maintenance zones within its jurisdiction. The Willdan Construction and Maintenance Manager explained that each year the contracted maintenance crews are assigned a specific zone (or zones) to focus on for storm drain system maintenance and that the City addresses the entire system on a 3 to 4 year cycle. According to City staff, the City has stamped or stenciled all of its storm drain inlets and conducts street sweeping activities throughout the City, following the prioritization schedule described in Chapter 6.5 of the SQIP. The EPA Inspection Team, however, did not verify sweeper activities through records review.

The EPA Inspection Team conducted a site visit at the City's Corporation Yard. A site visit write-up and photograph log for the inspection is included as [Appendix A.4](#). The EPA Inspection Team also observed one of the City's MS4 outfalls to Shed B during the inspection. A site visit write-up and photograph log is included as [Appendix A.6](#).

3.3.1 Inspection and Maintenance of City-Owned Parking Lots

Section D.10.b.vi of the Permit requires the City to implement a Parking Facilities Maintenance Program. Chapter 6.5 of the SQIP, page 6-27, states that City-owned parking lots exposed to rainfall will be inspected and maintained at least annually prior to the wet season. Maintenance activities will include trash/debris removal, sweeping and removal of oil stains involving collection and proper disposal of the waste water.

The EPA Inspection Team requested copies of records for municipal facility inspections for the 12 months prior to the inspection. While the City provided multiple records for catch basin cleaning, street sweeping, and examples of inspection forms, the City did not provide records of inspection and maintenance of City-owned parking lots. When asked about City-owned parking lots, City and Willdan staff were unable to describe the City's process or program for ensuring that City-owned parking lots are maintained.

Potential Permit Violation

The City failed to implement a program for inspection and maintenance of City-owned parking lots as required by Section D.10.b.vi of the Permit.

According to the SQIP, page 6-26, the City owns and operates the City Hall complex, the Police Service Center, and a Corporation Yard. As discussed above, the City failed to develop and implement a program for inspecting and maintaining these parking lots.

3.4 Illicit Discharge Program

Section D.11 of the Permit requires the City to update and continue to implement the Illicit Discharge Program component of the SQIP to actively seek and eliminate illegal connections and illicit discharges (IC/IDs) to the MS4. The City's IC/ID program includes but is not limited to the following elements: adequate legal authority to prohibit illicit discharges; proactive detection of IC/IDs; investigation and elimination of IC/IDs;

a public reporting hotline; and a database for maintaining information about IC/ID occurrences.

The City Code Enforcement Manager explained that Section 15.12 of the Municipal Code prohibits illicit discharges to the storm sewer system and describes the City's enforcement capabilities. He added that typically a team responding to a report of an illicit discharge would consist of a representative from the City Public Works Department and the City Code Enforcement Department. Examples of the types of illicit discharges that City staff described that had been responded to include swimming pool water discharges to storm drains, oil spills, and concrete/cement spills. City staff stated that the Sacramento County Environmental Management Division provides support to the City for discharges or spills of potentially hazardous materials.

City and Willdan staff explained that they have included public outreach and education for stormwater issues, including prevention of illicit discharges, in newsletters distributed to City staff and with utility bills mailed to the community. In addition, City and Willdan staff presented the EPA Inspection Team with a variety of informational materials developed through the Partnership that are provided to businesses and citizens regarding water quality and illicit discharges. For example, City and Willdan staff explained that when organizations talk to the City about holding a car wash event, they are encouraged to conduct car washes at commercial establishments which do not drain to the MS4.

3.4.1 Public Reporting

Section D.11.a.ii of the Permit states that one of the objectives of the Illicit Discharge Program Element is to proactively detect illicit discharges and illegal connections through public reporting. Section D.12.a.ii requires the City to promote the use of the 24-hour illicit discharge reporting hotline. Page 6-32 of the SQIP, in the section titled "Reporting of Illicit Discharges," it states that the City will continue to operate a stormwater hotline (687-3005) to facilitate public reporting of problems in the City. According to City and Willdan staff, the City still uses the stormwater hotline, which directs calls to the maintenance hotline at the City's Corporation Yard. In addition, they stated that citizens also report issues directly through City Hall.

As a newer tool for public reporting, the City has established a website with an online reporting mechanism called "Ask Elk Grove" for the public or staff to report issues or ask questions. The website provides contact information and telephone numbers for the public to access. The online reporting tool interface allows a user to select from a drop-down menu of issues or fill out a free-form narrative section. In addition, the City had developed a mobile application for Ask Elk Grove so the public could report issues directly through their mobile phones.

City and Willdan staff stated the telephone hotline and the online Ask Elk Grove reporting tool is monitored by a customer service staff member during business hours (i.e., Monday – Friday, 8:00 a.m. – 5:00 p.m.) who then notifies the appropriate City staff members to address the identified issue. After hours and on weekends, the stormwater hotline directs callers to the maintenance hotline at the City's Corporation Yard.

3.4.2 Dry Weather Field Screening Program

Section D.11.a.ii of the Permit states that one of the objectives of the Illicit Discharge Program Element is to proactively detect illicit discharges and illegal connections through dry weather monitoring and field crew inspections. Page 6-30 of the SQIP requires maintenance crews to conduct on-going field screening to detect illicit discharges and connections as a part of routine maintenance and repair of the storm drain system and local creeks. On page 2 of Table 6.6-1 of the SQIP, it states that illicit discharges will be investigated by the City within one business day for hazardous materials, and five business days for non-hazardous materials, and twenty-one days of discovery or report of illicit connections.

The Willdan Construction and Maintenance Operations Manager explained that the contractor responsible for storm drain system maintenance observes, as part of routine maintenance, storm drain inlets for sediment and trash deposition and then cleans the catch basin, if needed. He stated that as part of the process, the contractor would observe the downgradient outfall to see if it is clear and open. If a dry weather flow is observed from the outfall the contractor reports it to his/her supervisor.

During the field component of the inspection, the EPA Inspection Team, along with City and Willdan staff, observed an outfall from the MS4 to the Shed B Channel. A site visit write-up and photograph log is included as Appendix A.6. The site visit occurred during dry weather conditions and flow was observed discharging from the outfall to the Shed B Channel. The EPA Inspection Team asked if this outfall would be one that the maintenance contractor would inspect as a component of its maintenance duties. In contrast to what he said earlier, the Willdan Construction and Maintenance Operations Manager stated that the maintenance crew might not observe this outfall since it was not visible from the roadway.

Program Deficiency

The City must include in its illicit discharge program, proactive dry weather outfall screening, and adequate training for staff to inspect outfalls, identify suspicious flows, document their observations, and refer certain observations of dry weather flows to appropriate City staff for follow-up. The City should also develop tools to help inspectors screen outfalls for dry weather flows. The City could utilize information in its GIS-based map to identify outfalls to be screened, including attributes for each outfall to aid field crews when they conduct and document outfall screening activities.

3.4.3 Tracking Illicit Discharges and Illegal Connections

Section D.11.a.v of the Permit states that one of the objectives of the Illicit Discharge Program Element is to maintain a database for recording the information related to illicit discharges and illegal connections. Page 6-32 of the SQIP states that the City will continue to track illicit discharge data and update an illicit discharge map to show locations of illicit discharges. The City Operations and Maintenance Contract Manager explained that the City uses its electronic work order system to document the occurrence of an IC/ID and actions taken regarding an IC/ID, and the system can be queried to

generate an inventory of spill and illicit discharges. He provided the EPA Inspection Team with an inventory of “Spills and Discharges” that occurred from January 1, 2008 through July 20, 2012 (see Appendix B, B.29). The EPA inspection team noted the City used multiple identifiers for similar incidents and information collected from incidents were inconsistent. For example, in the past the City used a Work Type titled “Illicit Discharge” or “Hazardous Materials” to identify entries related to illicit discharges and spills. He explained the City has changed the way some items are put into the system and “Illicit Discharge” was no longer used as an active work type. It was unclear to the EPA Inspection Team how illicit discharges are tracked in the system.

Program Recommendation

The EPA recommends the City develop a clear method and standard for entering illicit discharge-related information into the City’s electronic work order system. The City should develop a clear method and standard for entering IC/ID information into the work order system to ensure illegal connections and illicit discharges are appropriately tracked and eliminated.

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A.1 – Inspection Schedule

Tentative Agenda for MS4 Program Inspection City of Elk Grove, California August 7—8, 2012		
Day	Time	Program/Agenda Item
Tuesday August 7, 2012	8:00 am - 8:45 am	Kick-off Meeting & Program Management Overview (Office)
	8:45 am - 10:15 am	Illicit Discharge (Office)
	10:15 am - 12:00 pm	Construction (Office)
	12:00 pm - 1:00 pm	Lunch Break
	1:00 pm - 2:00 pm	Municipal Facilities and Operations (Office)
	2:00 pm - 4:00 pm	Construction and/or Municipal Facilities and Operations (Field)
	4:00 pm - 4:30 pm	Recap and Logistics Planning for Wednesday
Wednesday August 8, 2012	8:00 am - 12:00 pm	Construction and/or Municipal Facilities and Operations (Field)
	12:00 pm - 1:00 pm	Lunch Break
	1:00 pm - 3:00 pm	Open Period for Additional Activities ¹ (Tentative time slot)
	3:00 pm - 3:45 pm	Internal Discussion ²
	3:45 pm - 4:30 pm	Closing Conference ³ (Tentative time slot)

¹ Open Period for Additional Activities – Will be decided by the EPA Inspection Team during the inspection activity in collaboration with City staff.

² Internal Discussion – Time for inspectors to arrange notes and prepare information to be discussed with the City at the Closing Conference. City participation is not expected.

³ The City is encouraged to invite representatives from applicable organizational divisions/departments.

A.2 – Inspection Sign-in Sheets

INSPECTION SIGN-IN SHEET (PLEASE PRINT)				
Name of Facility: CITY OF ELK GROVE MS4		Date Conducted: 8/7/12	Entity	E-Mail
Name	Title	Phone		
BOBBY JACOBSEN	EPA CONTRACTOR	303 279 1778 x107	PG ENVIRONMENTAL	
AMITTOJ THANDI	ASSOC. ENGR.	(916) 418-2252	CITY OF ELK GROVE	athandi@elkgrowth.org
JOHN R. SCOTT	CONTRACT MGR. D/M	(916) 687-3641	CITY OF ELK GROVE	JR.Scott@elkgrowth.org
FERNANDO DUEÑAS	SENIOR ENGINEER	916-627-3434	CITY OF ELK GROVE	fduenas@elkgrovecity.org
Luis Garcia-Bakerich	EPA Inspector	415 972-3237	EPA	garcia-bakerich.luis@epa.gov
Elizabeth Sablad	Environmental Scientist	415-972-3044	EPA	Sablade12@epa.gov
ELIZABETH (LIZ) LEE	MUNICIPAL STORM WATER UNIT SUP. - ST ENGR.	916. 404. 4707	CENTRAL VALLEY WATER BOARD	emilee@waterboards.ca.gov
Math Pavelchik	Student Assistant	916-208-8227	Central Valley Water Board	mpavelchik@waterboards.ca.gov
Alea Sparks	Environmental Scientist	(916) 464-4745	Central Valley Water Board	asparks@waterboards.ca.gov
Sean Cross	W.R.C. Engineer	(916) 464-4707	Central Valley Water Board	scross@waterboards.ca.gov
John Pumphrey	Construction Manager City of Submitt.	(916) 687-3664	City of Submitt.	JPumphrey@elkgrowth.org

INSPECTION SIGN-IN SHEET (PLEASE PRINT)				
Name of Facility:	Name	Title	Company	Date Conducted: ___/___/___ Phone: _____ E-Mail: _____
	Tiffany Piper	Exec. Admin	City of Elk Grove	916-478-3013 TPiper@elkgrovecity.org
	Richard Shepard	Public Works Director	City of Elk Grove	916-478-2256 RShepard@elkgrovecity.org
	Connie Nelson	Project Manager	City of Elk Grove	916-478-3658 cnelson@elkgrovecity.org
	JAMES ASHBY	EPA Contractor	PG Environmental	303-279-1778 x113
	Cindy Nelson	Commercial Programs Coordinator	Integrated Waste, City of Elk Grove	(916) 027-3452 cknelson@elkgrovecity.org
	SHAPE DILLER	CODE ENFORCEMENT MANAGER	CITY OF ELK GROVE	916-478-3002 SDILLER@ELKGROVECITY.ORG
	DOUGLAS SCOTT	FACILITY; FLEET MANAGER	City of Elk Grove	916-478-3443 dsutt@elkgrovecity.org

A.3 – List of Site Visits Conducted during the Inspection

The EPA Inspection Team visited the following sites during the inspection:

- City Rain Garden Demonstration Area
- City of Elk Grove Corporation Yard
- Franklin Crossing Construction Project
- Outfall to Shed B Channel
- Walmart Construction Project
- Laguna Ridge Village Construction Project
- Laguna Ridge Apartments Construction Project
- Longleaf Drive Bridge and Laguna Springs Corporate Center Construction Projects

The EPA Inspection Team generated site visit write-ups for the sites listed above, except for the City Rain Garden Demonstration Area. These site visits are included as Appendices A.4 – A.10.

A.4 – City of Elk Grove Corporation Yard Site Visit Report and Photograph Log

Site Name: City of Elk Grove Corporation Yard

Site Location: 10250 Iron Rock Way, Elk Grove, CA

Date of Visit: August 7, 2012

Entry Time: 1500 hrs (approx)

Exit Time: 1600 hrs (approx)

Site Owner and/or Operator: City of Elk Grove

Site Contact: Douglas Scott (Facilities and Fleet Manager)

Conducted by: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), and James Ashby (PG Environmental, LLC)

Accompanied by: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Site Visit Report Prepared by: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- The Corporation Yard encompasses an area of about 13 acres and houses the City's Public Works Maintenance Operations and Construction Divisions, and includes the City's Transit Facility and Police Department Fleet Facility.
- The Corporation Yard has an on-site warehouse which encompasses about 60,000 square feet and provides the City with a significant amount of indoor space (see [Photographs 1, 2, and 3](#)). According to the City Facilities and Fleet Manager, about a third of the warehouse is used for vehicle maintenance and about two thirds of the warehouse is used for storage.
- There is an outdoor, covered wash bay for vehicle washing at the facility. According to City staff, the wash bay flows to an oil / water separator and discharges to the sanitary sewer (see [Photograph 4](#)).

Site Observations

- An unlabeled container of fluid was stored in an uncovered area without secondary containment along the northwest side of the vehicle wash bay (see [Photographs 4 and 5](#)).
- A bus was parked directly over a storm drain inlet in the area of pervious pavement near the western edge of the facility (see [Photographs 6 and 7](#)). Staining was present on the

pervious and impervious ground surface adjacent and upgradient of the storm drain inlet (see Photographs 7 and 8).

- Staining on the impervious ground surface was observed in multiple locations throughout the bus storage and parking area at the facility (see Photographs 7 through 10).
- Storm drain inlet protection had not been provided for a storm drain inlet on the west side of the warehouse building between the personal vehicle parking area and the building itself (see Photograph 11).



Photograph 1. View of portion of warehouse used for vehicle maintenance.



Photograph 2. View of portion of warehouse used for storage.



Photograph 3. Additional view of portion of warehouse used for storage.



Container of fluid
without coverage
or containment

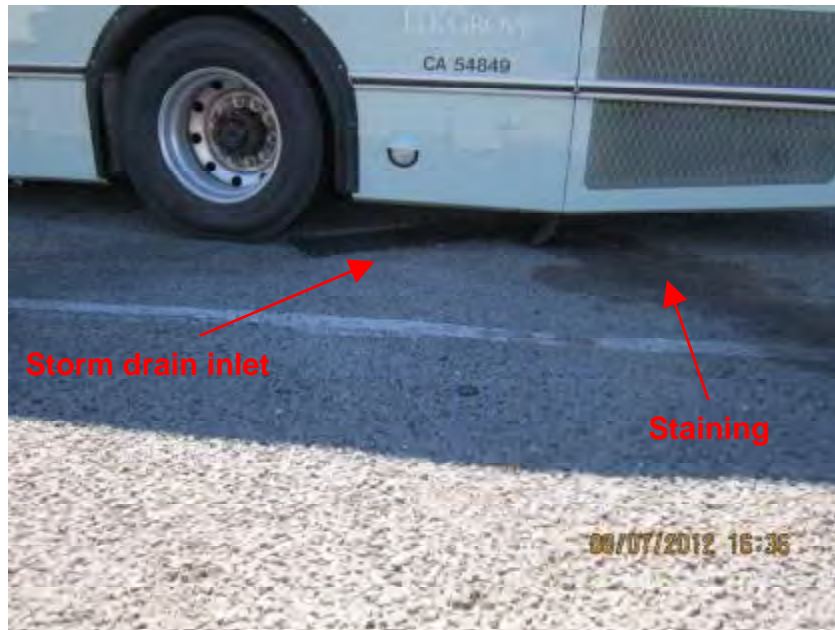
Photograph 4. View of covered vehicle wash bay at the facility.



Photograph 5. View of drum of unlabeled container of fluid stored in an uncovered area without secondary containment adjacent to the vehicle wash bay shown in Photograph 4.



Photograph 6. View of bus parked over a storm drain inlet in an area of pervious pavement.



Photograph 7. Closer view of storm drain inlet referenced in Photograph 6.



Photograph 8. View of staining on pervious and impervious ground surface upgradient of storm drain inlet shown in Photographs 6 and 7.



Photograph 9. Example of staining on impervious ground surface in bus storage and parking area.



Photograph 10. Closer view of staining shown in Photograph 9.



Photograph 11. View of storm drain inlet without BMPs for inlet protection.

A.5 – Franklin Crossing Construction Project Site Visit Report and Photograph Log

Site Name: Franklin Crossing Construction Project

Site Location: Near intersection of Fossil Way and Stovall Drive, Elk Grove, CA

Date and Time of Visit: August 8, 2012

Entry: 0840 hrs (approx)

Exit: 0925 hrs (approx)

Site Owner and/or Operator: Taylor Morrison, Inc.

Site Contact: Not obtained

Conducted By: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), James Ashby (PG Environmental, LLC)

Accompanied By: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Summary Prepared By: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- According to an on-site representative, construction started about 18 months prior to the inspection and the project was in the third of four phases. The project is a residential development.
- Stormwater runoff from the site flows to on-site storm drain inlets which discharge to the MS4 eventually to the Shed B Channel and Stone Lake.

Site Observations

- There was a container on site labeled “SWPPP” ([see Photograph 1](#)); however, the storm water pollution prevention plan (SWPPP) for the project was not located in the container at the time of the inspection. During the site visit, an on-site representative retrieved it from a nearby location.
- A “heavy weight wattle” sediment control BMP was not properly entrenched into the ground near the center of the active construction area ([see Photograph 2](#)).
- Two portable toilets observed on site were not staked into the ground or otherwise secured ([see Photographs 3 and 4](#)).
- Concrete was present on the ground adjacent to the concrete washout containment structure at the project site ([see Photograph 5](#)).



Photograph 1. View of container at construction site for the project's SWPPP.



Photograph 2. View of “heavy weight wattle” sediment control BMP which was not entrenched into the ground.



Photograph 3. View of portable toilet at the site which was not staked into the ground or otherwise secured.



Photograph 4. View of an additional portable toilet at the site which was not staked into the ground or otherwise secured.



Photograph 5. View of concrete washout area at the site. Note concrete waste material located adjacent to the washout containment structure.

A.6 – Outfall to Shed B Channel Site Visit Report and Photograph Log

Site Name: Outfall to Shed B Channel

Site Location: Near intersection of Willard Parkway and Matina Drive, Elk Grove, CA

Date and Time of Visit: August 8, 2012

Entry: 0930 hrs (approx)

Exit: 0950 hrs (approx)

Site Owner and/or Operator: City of Elk Grove

Site Contact: City of Elk Grove

Conducted By: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), James Ashby (PG Environmental, LLC)

Accompanied By: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Summary Prepared By: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- This outfall was identified by City staff as the outfall that would receive stormwater runoff flows from the Franklin Crossing Construction Project. The EPA Inspection Team visited this outfall after visiting the Franklin Crossing Construction Project ([see Photographs 1 and 2](#)).
- The outfall appeared to be about 48 inches in diameter and discharged to the Shed B Channel.

Site Observations

- Flow was observed discharging from the outfall, though dry weather conditions were experienced the day prior to and the day of the site visit ([see Photographs 3 and 4](#)).
- Evidence of irrigation flow from upstream turf areas along the roadway was present at the time of the site visit ([see Photographs 5 and 6](#)). City staff stated that they believed the flow from the outfall was from this irrigation water.



Photograph 1. View of access route to outfall.



Photograph 2. View of box culvert access to outfall.



Photograph 3. View of outfall to Shed B Channel. Note dry weather flow from outfall.



Photograph 4. Close-up view of dry weather flow from outfall.



Photograph 5. View of turf area along roadway upgradient of outfall. Note evidence of irrigation flows to the curb and gutter.



Photograph 6. Close-up view of storm drain inlet noted in Photograph 5. Note wetted area surrounding inlet.

A.7 – Walmart Construction Project Site Visit Report and Photograph Log

Site Name: Walmart Construction Project

Site Location: 10075 Bruceville Road, Elk Grove, CA

Date and Time of Visit: August 8, 2012

Entry: 1000 hrs (approx)

Exit: 1040 hrs (approx)

Site Owner and/or Operator: Shames Construction Company

Site Contact: Not obtained

Conducted By: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), James Ashby (PG Environmental, LLC)

Accompanied By: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Summary Prepared By: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- According to an on-site representative, construction on the project started in March 2010, and at the time of the site visit, the underground storm drain system had not been installed.

Site Observations

- There was a concrete washout area with secondary containment at the site (see Photograph 1).
- A temporary sediment basin had been installed near the northwest corner of the site (see Photograph 2).
- Straw wattle BMPs installed for sediment control along the eastern edge of the site were not entrenched into the ground to retain sediment and prevent failure (see Photographs 3 and 4).
- A section of straw wattle BMPs installed near the northeast corner of the site had accumulated sediment to its full height and sediment had been transported beyond the straw wattle (see Photographs 5 and 6). Silt fence had been installed downgradient of the straw wattle BMPs along the site perimeter and it did not appear that sediment was transported beyond the site perimeter (see Photographs 5, 6, and 7).



Photograph 1. View of concrete washout area at the construction site.



Photograph 2. View of temporary sediment basin near the northwest corner of the site.



Photograph 3. View of straw wattle BMPs installed along the eastern edge of the site. Note that the straw wattles were not entrenched into the ground.



Photograph 4. Close-up view of straw wattles along the eastern edge of the site which were not entrenched into the ground.



Photograph 5. View of straw wattle BMPs and silt fence BMP installed near the northeast corner of the site. Note evidence of erosion in foreground of the photograph.



Photograph 6. Close-up view of straw wattle which had accumulated sediment to its full height.



Photograph 7. View of silt fence BMP installed downgradient of the straw wattles shown in Photographs 5 and 6.

A.8 – Laguna Ridge Village Construction Project Site Visit Report and Photograph Log

Site Name: Laguna Ridge Village Construction Project

Site Location: South of Elk Grove Boulevard and East of Bruceville Road, Elk Grove, CA

Date and Time of Visit: August 8, 2012

Entry: 1050 hrs (approx)

Exit: 1120 hrs (approx)

Site Owner and/or Operator: Not obtained

Site Contact: Not obtained

Conducted By: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), James Ashby (PG Environmental, LLC)

Accompanied By: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Summary Prepared By: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- The EPA Inspection Team visited two areas with active construction within the overall development. According to City staff, the development encompasses hundreds of acres of land. One of the areas that the EPA Inspection Team visited was referred to as “Grove Village 8” by City staff, and Taylor Morrison, Inc. was the prime contractor for that section of the development.

Site Observations

- A black geotextile fabric had been applied to cover the perimeter of lots within the development and used as vehicle access areas (see [Photographs 1, 2, and 3](#)). The City Construction Site Inspector stated that he would prefer to see rock-lined construction site entrances rather than the geotextile fabric used to stabilize entrances.
- Multiple gravel bags implemented on site for storm drain inlet protection were deteriorated (see [Photograph 4](#)).
- During the site visit, an on-site contractor demonstrated a “self-contained” cleaning procedure for a concrete truck chute (see [Photograph 5](#)).



Photograph 1. View of lots with geotextile fabric applied around the perimeter of an active lot.



Photograph 2. View of area with geotextile coverage that was used for vehicle access.



Photograph 3. Close-up view of area used for vehicle access shown in Photograph 2.



Photograph 4. View of deteriorated gravel bags used for storm drain inlet protection.



Photograph 5. View of contractor demonstrating how the “self-contained” cleaning procedure functioned on his concrete truck.

A.9 – Laguna Ridge Apartments Construction Project Site Visit Report and Photograph Log

Site Name: Laguna Ridge Apartments Construction Project

Site Location: 8151 Civic Center Drive, Elk Grove, CA

Date and Time of Visit: August 8, 2012

Entry: 1130 hrs (approx)

Exit: 1150 hrs (approx)

Site Owner and/or Operator: Hurley Construction

Site Contact: Not obtained

Conducted By: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), James Ashby (PG Environmental, LLC)

Accompanied By: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Summary Prepared By: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- According to City staff, construction on the project started about 18 months prior to the site visit.
- City staff explained that they had experienced numerous issues with this construction site regarding implementation of erosion and sediment control BMPs.
- The City Construction and Maintenance Manager stated that the City would issue a Notice of Violation to the project after the conclusion of the MS4 inspection.

Site Observations

- Perimeter control BMPs had not been implemented along the northern perimeter of the construction site (see [Photographs 1 and 2](#)).
- Straw wattle BMPs placed around multiple stockpiles at the site were not entrenched into the ground (see [Photographs 3 and 4](#)).



Photograph 1. View looking east of northern perimeter of the construction site. Note that BMPs had not been installed for perimeter control.



Photograph 2. View looking west of northern perimeter of the construction site. Note that BMPs had not been installed for perimeter control.



Photograph 3. View of stockpile along northern perimeter of the construction site. Note that the straw wattles placed around the stockpile were not entrenched into the ground.



Photograph 4. Additional example of stockpile surrounded by straw wattles which were not entrenched into the ground.

A.10 – Longleaf Drive Bridge and Laguna Springs Corporate Center Construction Projects Site Visit Report and Photograph Log

Site Name: Longleaf Drive Bridge and Laguna Springs Corporate Center Construction Projects

Site Location: Near intersection of Longleaf Drive and Laguna Springs Drive, Elk Grove, CA

Date and Time of Visit: August 8, 2012

Entry: 1155 hrs (approx)

Exit: 1250 hrs (approx)

Site Owner and/or Operator: Not obtained

Site Contact: Not obtained

Conducted By: Bobby Jacobsen (PG Environmental, LLC), Luis Garcia-Bakarich (U.S. EPA Region 9), James Ashby (PG Environmental, LLC)

Accompanied By: Elizabeth Sablad (U.S. EPA Region 9), Elizabeth Lee (Central Valley RWQCB), Sean Cross (Central Valley RWQCB), Gen Sparks (Central Valley RWQCB), Matt Pavelchik (Central Valley RWQCB)

Summary Prepared By: Bobby Jacobsen (PG Environmental, LLC) and James Ashby (PG Environmental, LLC)

Site Summary

- There were two distinct construction projects adjacent to one another in this area of active construction—Longleaf Drive Bridge Construction Project and the Laguna Corporate Center Construction Project. The EPA Inspection Team viewed both of the areas of active construction.
- According to City staff, one of the projects was private construction—Laguna Springs Corporate Center—and one of the projects was public—Longleaf Drive Bridge.

Site Observations

Longleaf Drive Bridge Project

- A section of silt fence installed below the bridge near the center of the Elk Grove Creek channel was collapsed due to pipes on the silt fence ([see Photograph 1](#)).
- A section of silt fence installed below the bridge along the eastern side of the Elk Grove Creek channel was not entrenched into the ground to retain sediment and prevent failure ([see Photographs 1, 2 and 3](#)).
- BMPs for erosion and sediment control had not been implemented for the abutments on the west end of the bridge ([see Photographs 4 and 5](#)).
- Inlet protection had not been installed for a storm drain inlet in a disturbed area along the south side of the roadway extension from the bridge ([see Photographs 6 and 7](#)).

Laguna Springs Corporate Center Project

- Straw wattles installed around multiple storm drain inlets in the area parking lot area toward the southern end of the project were not entrenched into the ground ([see Photographs 8 and 9](#)).



Photograph 1. Longleaf Drive Bridge Construction Project – View of area below the bridge where there was a section of collapsed silt fence and a section of silt fence that was not entrenched into the ground.



Photograph 2. Longleaf Drive Bridge Construction Project – Closer view of section of silt fence that was not entrenched into the ground noted in Photograph 1.



Photograph 3. Longleaf Drive Bridge Construction Project – Additional view of silt fence shown in Photographs 1 and 2 that was not entrenched into the ground.



Photograph 4. Longleaf Drive Bridge Construction Project – View of south abutment on west side of the bridge. Note lack of erosion and sediment control BMPs.



Photograph 5. Longleaf Drive Bridge Construction Project – View of north abutment on west side of the bridge. Note lack of erosion and sediment control BMPs.



Photograph 6. Laguna Corporate Center Construction Project – View of storm drain inlet without inlet protection along south side of the roadway extension construction from the bridge.



Photograph 7. Laguna Corporate Center Construction Project – Close-up view of storm drain inlet shown in Photograph 6.



Photograph 8. Laguna Corporate Center Construction Project – View of storm drain inlet in parking lot area surrounded by straw wattles which were not entrenched into the ground.



Photograph 9. Laguna Corporate Center Construction Project – Additional example of storm drain inlet in parking lot area surrounded by straw wattles which were not entrenched into the ground.

Appendix B – Catalog of Reference Materials

The materials listed in this appendix are relevant to the evaluation but have not been included in the submittal of this inspection report. Copies of materials noted below are maintained in U.S. EPA Region 9 records and can be made available upon request.

- B.1 – Copermittees’ Storm Water Quality Improvement Plan, November 2009
- B.2 – City of Elk Grove *Stormwater Management Program Fiscal Year 2012-2013 Annual Work Plan*
- B.3 – *Contractor Contract for Szeremi Sweeping Services*, dated July 15, 2010
- B.4 – *Consultant Contract for Public Works Services* with Willdan Engineering, dated November 8, 2010
- B.5 – *Master Services Contract for Consumnes Community Services District*, dated August 15, 2011
- B.6 – Illicit Discharge Program PowerPoint Presentation
- B.7 – Construction Program PowerPoint Presentation
- B.8 – Municipal Facilities Program PowerPoint Presentation
- B.9 – Program Management PowerPoint Presentation
- B.10 – City of Elk Grove Organizational Chart
- B.11 – City of Elk Grove Description of Departments involved in MS4 Program
- B.12 – MS4 Permitted Area and Receiving Waters Map
- B.13 – City Land Use Map
- B.14 – Summary of City Background and NPDES History
- B.15 – Memorandum of Understanding with the Partnership (2003)
- B.16 – Memorandum of Understanding with the Sacramento County Environmental Management Division (EMD; 2011)
- B.17 – EMD Inspection and Enforcement Policy for Commercial and Industrial Sites
- B.18 – EMD HazMat Response Agreement (2009)
- B.19 – Sample Map of Storm Drain Infrastructure
- B.20 – City of Elk Grove Municipal Code Table of Contents
- B.21 – Chapter 1.12, *Administrative Citations*, of the City Municipal Code
- B.22 – Chapter 14.10, *Water Efficient Landscape Requirements*, of the City Municipal Code
- B.23 – Chapter 15.12, *Stormwater Management and Discharge Control*, of the City Municipal Code
- B.24 – Chapter 16.18, *Nuisance Code*, of the City Municipal Code

- B.25 – Ordinance No. 26-2004, *Urgency Ordinance*, to Chapter 15.12 of the City Municipal Code
- B.26 – EMD “Checklist Summary of Violations for Stormwater Program”
- B.27 – EMD “Food Facility Stormwater Inspection Checklist”
- B.28 – Samples of City’s Outfall Maps
- B.29 – Sample Illicit Discharge and Spills Summary Report for the City from January 1, 2008 to July 20, 2012
- B.30 – Sample Map Displaying Illicit Discharges in the City
- B.31 – City Description of “Procedures for Illicit Discharge and Illicit Connection Identification and Response”
- B.32 – City “Administrative Citation” Form
- B.33 – City “Notice and Order” Form
- B.34 – City Description of “Illicit Discharge Steps of Action”
- B.35 – Code Enforcement “Case Field Report” for Event during April 2012
- B.36 – Code Enforcement “Case Field Report” for Event during March 2011
- B.37 – City Description of “Procedures for Public Complaints for Spills and Illicit Discharges”
- B.38 – City “Ask Elk Grove” Screenshot
- B.39 – Sample of City’s Database for Illicit Discharges and Spills
- B.40 – Table of Contents for Title 22, *Land Development*, of the City Municipal Code
- B.41 – Table of Contents for Title 23, *Zoning Code*, of the City Municipal Code
- B.42 – Chapter 16.44, *Land Grading and Erosion Control* of the City Municipal Code
- B.43 – Cover Page and Table of Contents for NPDES Construction General Permit, adopted September 2, 2009
- B.44 – Cover Page for CASQA’s *Stormwater Best Management Practice Handbook Portal: Construction*, November 2009
- B.45 – Cover Page and Table of Contents for the City’s *Improvement Standards and Standard Drawings*, dated October 2007
- B.46 – Cover Page, Table of Contents and Excerpt from the City’s *Construction Specifications and Standard Drawings*, dated October 2007
- B.47 – Cover Page and Table of Contents for Caltrans’ *Standard Specifications*, dated May 2006
- B.48 – Cover Page and Table of Contents for Caltrans’ *Standard Specifications*, dated 2010
- B.49 – Cover Page and Table of Contents for Caltrans’ *Construction Manual*, dated June 2012

- B.50 – Cover Page for Caltrans’ *PPDG, Project Planning and Design Guide*, dated July 2010
- B.51 – Cover Page for CASQA’s *Stormwater Best Management Practice Handbook for New Development and Redevelopment*
- B.52 – Cover Page and Table of Contents for the *Stormwater Quality Design Manual for the Sacramento and South Placer Regions*, dated May 2007
- B.53 – City “Grading Plan Review Checklist”
- B.54 – City “SWPPP Review Checklist”
- B.55 – “Sacramento County Supplemental Application: Preliminary Stormwater Quality Compliance Form”
- B.56 – City Description of “Typical City of Elk Grove Development and Review Process”
- B.57 – City Description of “Storm Water Prevention Pollution Plan Procedures”
- B.58 – Sample “Notice of Corrections” Form
- B.59 – Sample “Notice of Non-Compliance” Form
- B.60 – Sample “Cease and Desist Order” Form
- B.61 – Sample “City of Elk Grove Daily Inspection Report Development Projects”
- B.62 – Sample “City of Elk Grove – Storm Water Pollution Prevention Inspection Report”
- B.63 – Sample “Summary of Best Management Practices” Form
- B.64 – Sample “SWPPP Compliance Inspection Release Form”
- B.65 – Sample “C.I.P. WPCP Compliance Inspection Release Form”
- B.66 – Sample “City of Elk Grove Pre-Construction Meeting Agenda Items Checklist”
- B.67 – Map of Active Construction Sites
- B.68 – Example of Construction Site Inspection Tracking Spreadsheet
- B.69 – Examples of Completed “Notice of Corrections” Forms for Multiple Construction Sites in the City
- B.70 – Examples of Completed “Notice of Non-Compliance” Forms for Multiple Construction Sites in the City
- B.71 – SWPPP Training Outreach Flyer, November 2011
- B.72 – SWPPP Training Sign-in Sheet, November 2011
- B.73 – QSD/QSP Certification for Fernando Duenas
- B.74 – QSP Certification for Jon Pumphrey
- B.75 – Course Completion Letter for QSD/QSP Training for Amittoj Thandi
- B.76 – Municipal Facilities Map

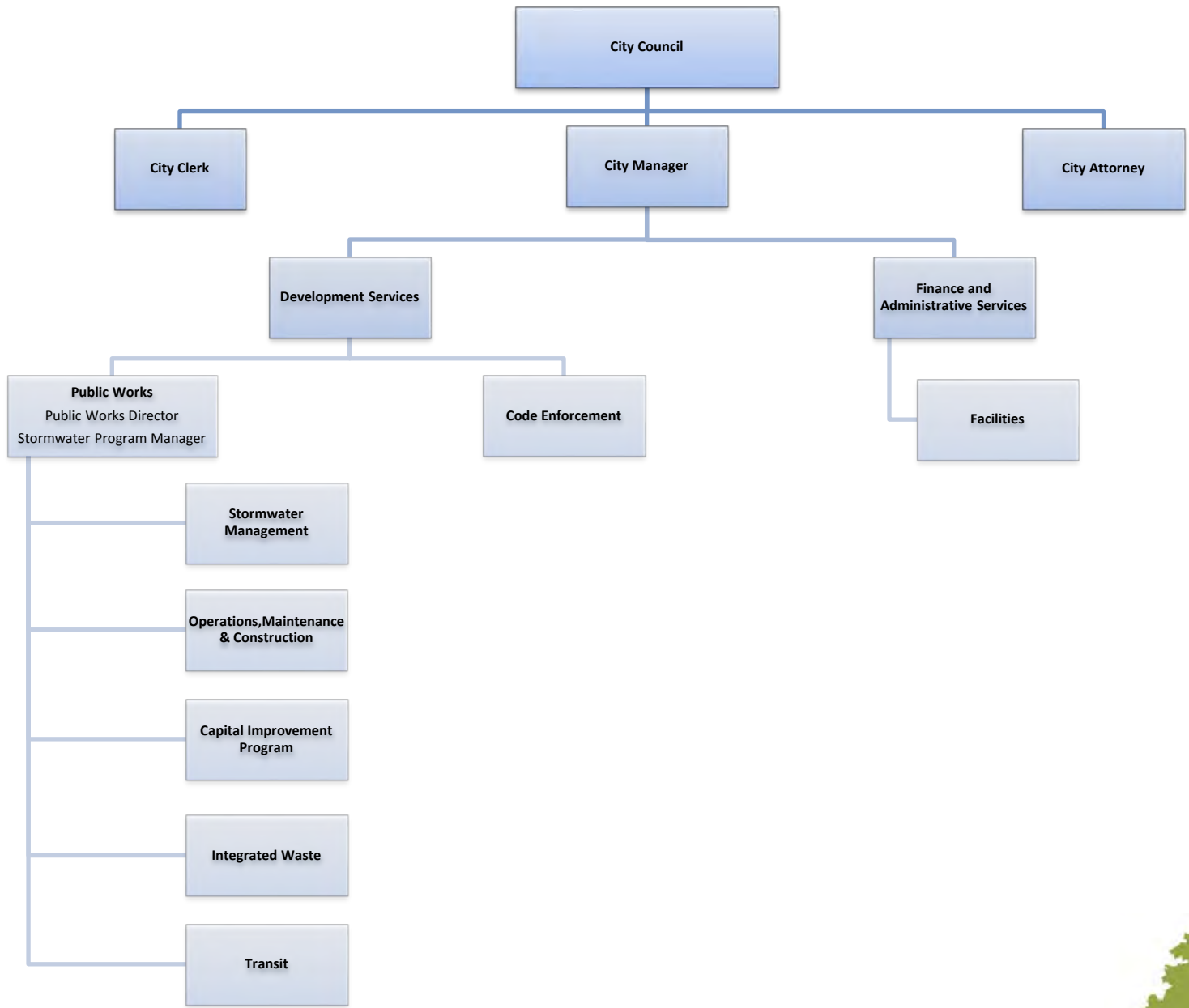
- B.77 – Corporation Yard Facility Site Diagram
- B.78 – City Description of “Storm Drain System Maintenance” Procedures and Goals
- B.79 – City Description of “Municipal Operations and Facilities Standard Operating Procedures”
- B.80 – “MV Transportation Hazardous Materials Emergency Response Procedures”
- B.81 – Corporation Yard SWPPP, dated August 2012
- B.82 – Schedule of Activities for Various Municipal Facilities
- B.83 – “MV Transportation Environmental Training Program” Presentation Slides
- B.84 – “DTSC Training Sign-in Sheet”
- B.85 – City Description of “Integrated Waste Pollution Prevention Plans and Program Materials”
- B.86 – Sample “Drop Inlet / Manhole Survey FY 2010-11” Form
- B.87 – Sample “Drop Inlet Survey / Minor Cleaning Debris Collection Information” Form
- B.88 – Example of Completed MV Transportation “Chemical Waste Management Weekly Inspection Log” for July 2012
- B.89 – Sample “Environmental Site Assessment Audit (Scoring)” Form
- B.90 – Street Sweeping Frequency Map
- B.91 – Summary of Street Sweeping Activities
- B.92 – Residential Street Sweeping Map for Fiscal Year 2012-2013
- B.93 – City of Elk Grove/MCE Corp “List of Storm Drain Line Cleaning for Root Intrusion FY 10-11”
- B.94 – Documentation of BaySaver Treatment Unit Maintenance Activities
- B.95 – Table Displaying Numbers of Complaints/Reports Received by the City from January 1, 2012 to August 8, 2012
- B.96 – Printout from City Website regarding Storm Drain Master Plan
- B.97 – SWPPP Review Checklist for “The Ridge Apartments,” dated March 21, 2011
- B.98 – Erosion Control Plan for “The Ridge Apartments,” dated April 13, 2011
- B.99 – Longleaf Bridge Project Erosion Control Plan
- B.100 – Notice of Intent Receipt for The Ridge Apartments, dated January 24, 2011
- B.101 – “Summary of Sacramento Stormwater Quality Partnership Monitoring Locations within the City of Elk Grove,” dated August 8, 2012
- B.102 – Description of Discharge to Elk Grove Creek on July 25, 2012
- B.103 – Outreach and Educational Materials Developed through the Partnership for Citizens and Businesses

- B.104 – Notice of Non-Compliance Issued to the Laguna Ridge Apartments on August 9, 2012
- B.105 – Daily Inspection Reports for the Laguna Ridge Apartments
- B.106 – Valley Green Pesticide Spraying Record for April 2012
- B.107 – Pesticide Program Recommendations for 2011
- B.108 – Pesticide Program Recommendations for 2012
- B.109 – Pesticide Program Recommendations for West Camden 2011
- B.110 – Crop Production Services Spraying Report January 2012
- B.111 – Pacheo Brothers Gardening, Inc. Spraying Reports from 2010
- B.112 – City Description of Public Outreach Events for Stormwater

ATTACHMENT 2

CITY OF ELK GROVE

ORGANIZATION CHART



**City of Elk Grove
Organization Chart**



ATTACHMENT 3
SUMMARY OF IDDE TRAINING



City of **Elk Grove**
California

Staff Illicit Discharge / Detection Elimination (IDDE) Training March 2013

NPDES PERMIT NO. CAS082597
Permit Requirement – D.11.b, (page 43)



Why are we taking this training?

City of Elk Grove is required by Section 11.b of the National Pollution Discharge Elimination System (NPDES) Municipal Stormwater Permit No. CAS082597 :

- To train all municipal field staff on identification of an illicit discharge or connection
- Proper procedures for reporting and responding to illicit discharges and connections

Training Goals

To Understand:

- What is IDDE
- How to identify an illicit connection and an illicit discharge
- How to respond to an illicit connection or illicit discharge
- How to report an illicit connection or illicit discharge



Municipal Separate Storm Sewer System (MS4)

A conveyance, or system of conveyances, including

- Roads with drainage systems
- Municipal streets, catch basins
- Curbs, gutters, ditches, built channels
- All owned and operated by City of Elk Grove.



What is IDDE?

Illicit
Discharge
Detection
and
Elimination



Illicit Discharge of Sediment Laden Water from Construction Site into Storm Drain Inlet

Purpose:
To identify and
remove illicit
discharges
and
connections
from Storm
drainage
systems

Discharges: The process of releasing any matter into the MS4 and/or Waters of the State?

Three Types:

1. Authorized
2. Illicit
3. Conditionally Allowed

Authorized Non-Storm Water Discharges

- Diverted Stream Flows;
- **Emergency Fire Fighting Activities;**
- Rising Groundwater
- Uncontaminated Groundwater infiltration
- Uncontaminated pumped groundwater
- Foundation drains
- Springs
- Water from crawl space pumps
- Footing Drains
- Air conditioning condensation;
- Flows from riparian habitats and wetlands
- Water line flushing
- Landscape irrigation
- Discharges from potable water sources
- Irrigation water from Ag. sources
- Individual residential car washing
- Dechlorinated swimming pool discharges
- Lawn watering
- Street wash water

Illicit Discharges

- Any discharge to a municipal separate storm sewer not composed entirely of stormwater, except discharges pursuant to a NPDES permits
- **If you see a suspect discharge call the Water Quality Hotline 916-687-3005**



Even Grass Clipping Could be considered a form of Illicit Discharge.



Common Types and Indicators of Illicit Discharges?

- **Petroleum Hydrocarbons** – Conspicuous visual and/or olfactory evidence, dead organisms (sheen, odor, potential nearby sources)
- **Foam** – Usually attributed to natural causes, sometimes affiliated with an illicit discharge/connection
 - Likely Illicit if the discharge: lathers when agitated, produces large white bubbles unnatural odor
- **Sewage** – Grey waters containing solid particulates, bubbles, etc., odor, grayish/"dirty" hue, odor, dead organisms
- **Solid Waste/Dumping** – Conspicuous accumulations in the MS4 and/or Waters of the State
- **Construction Sites** – Sediment discharges due to lack of adequate erosion control

How Does Pollution Occur?



Let's look at an example....
tracking from a job site.



...and outfalls to a drainage ditch or channel.



Eventually the muddy water joins a creek ...



**...and these creeks
carry the water to
the American or
Sacramento Rivers.**

Happy cows come from California



**Polluted water can impact livestock
and aquatic life...**

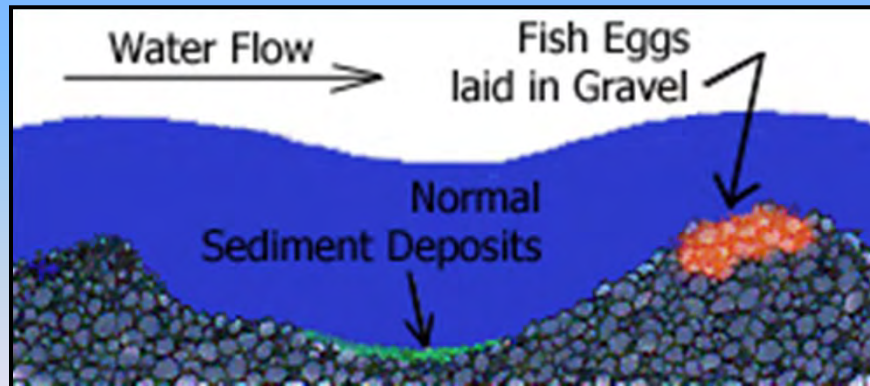


..and can affect the quality of our drinking water.

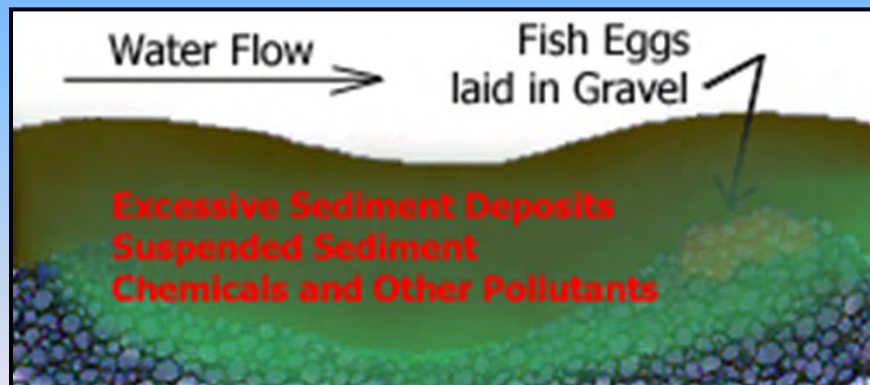


Pollution can impact recreation...

The healthy stream looks like this.....



The sediment-laden stream looks like this.....



How to Spot Illicit Discharges?

- Illicit Discharges are most easily observed during dry weather
- Source may not be easily identified - look upstream for illicit connection or continued discharge



Various Illicit Discharges displaying different properties

Illicit Discharge and Connection

- If you see a suspect discharge call the Water Quality Hotline 916-687-3005



Illicit Discharge of Sewage from Failing Septic System Drain field

Illicit Connection?

- Any built conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections.



Illicit Discharge of Sewage from Failing Septic System Drain field

Hidden Illicit Connections?

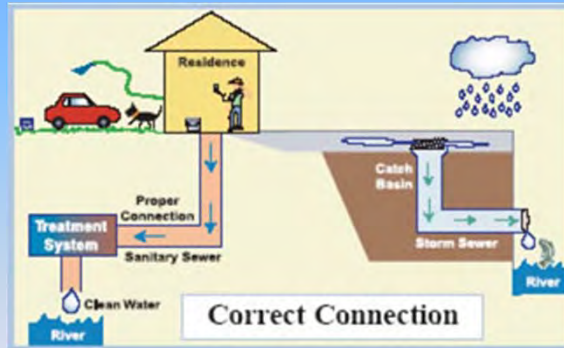
- The source of illicit discharges may not be easily identified.



Illicit Connection identified by CCTV cameras

Illicit Connection?

- Any built conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections.



Illicit Discharge of Sewage from Failing Septic System Drain field

Reporting & Responding to Illicit Discharges and/or Connections?

If an Illicit Discharge and/or Connection is found in the county drainage system (MS4) and/or impacting Waters of the State...

Call the Surface Water Management Water Quality Complaint

Hotline at **425.388.6481**.

If an Illicit Discharge smells and/or appears to contain *petroleum and/or an other unknown/ hazardous chemical(s)*,

Call 911 and the Surface Water Management Water Quality Complaint Hotline **425.388.6481**.

Useful Discharge Information to Report?

Who is reporting and how can the responding agency reach you?

Location of observation-Time/date of observation

Does it occur at a certain time?

Could you determine the source?

Is anyone cleaning it up?

Could you determine what has been discharged?

Are there any odors?

What color is the discharge?

How much appears to have been discharged?

Useful Discharge Information to Report

Take photos? Yes

Take samples? Don't unless you have been authorized to take samples.

Emergency Situations

A sudden threat to human health or the environment is an environmental emergency.

Raw sewage,
Gasoline,
Chemicals, or
Radioactive discharge

CALL 911

Responding to an Illicit Discharge and/or Illicit Connection at a City-Owned Facility

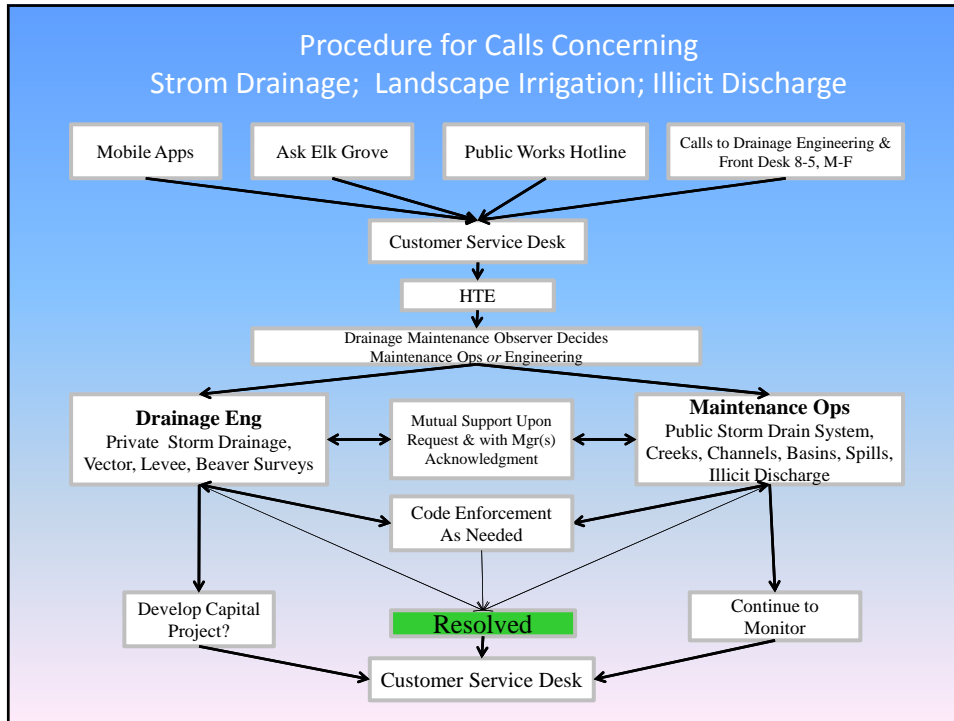
If a discharge of known substance or connection is found

or occurs on a *County-Owned Property (i.e. Cathcart, Arlington Road Maintenance Facility, etc.)*

employ the Stormwater Pollution Prevention Plan Spill Reporting and Response Guidance for the particular facility.

Call the Surface Water Management Water Quality Complaint Hotline (X6481), regardless of Discharge Type

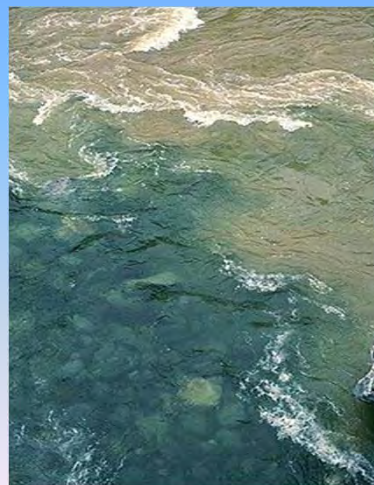
Call 911 and the Water Quality Complaint Hotline in the event the Illicit Discharge is determined to be Petroleum



The Regional Board has a number of ways it can respond to stormwater violations

Informal Enforcement

- Verbal Warning
- Staff Enforcement Letter
- Notice of Violation – compels action within a timeframe





IDDE Training March 27th, 2013; 9 AM

Attendees:

Email:

Phone:

1. Connie Nelson cnelson@elkgrovecity.org 916-478-3638
2. RON CASTLE 919-0154
3. MIKE SCHNEIDER 916-532-1900
4. Pam Smith 687-3050
5. Joan Pumphrey 687-3069
6. Tiffany Piper 687-3013
7. AMITTOJ THANDI 478-2252
8. Jeff Vener 248-2211
9. Bob Brown 687-3058
10. Bob Bozzo 826-9905
11. Brad Stevenson 871 7192
12. Londi Williams dwilliams@elkgrovecity.org 687-3051
13. RON FAULK ARROW CONSTRUCTION 916 825 7297
14. Fernando Duñas 627-3434

ATTACHMENT 4

O&M BI-WEEKLY STAFF MEETING

AGENDA



O&M BI-WEEKLY STAFF MEETING AGENDA

Date: Oct 9th, 2013

Location: Maintenance Table

Chairperson: John Pumphrey

Attendees: Roland Castle, Jeannie Hopkins, Mike Schneider, Pam Smith, Bob Bozzo, Preston Dudley, John P. Scott, Ron Faulk

Optional Attendees: John R. Scott, Daniel Chow

8
10-09-13

Discussion Items

1. Safety, Near Misses, Accidents, SWPPP

Storm Water Training – Material Delivery & Storage (WM-1), Spill Prevention & Control (WM-4) and Sanitary/Septic Waste Management (WM-9) – Handouts & Sign In Sheet

2. Policy Items and Updates

- 2 week look ahead – Focus on programmed work and not reactive maintenance •
- Operational Heads Up: Outside, Inside, HazMat Shed, Rain Days (add that any materials brought on site (chemicals, paints, emulsions, etc.) must be accompanied by MSDS documentation. IMPORTANT, this includes any materials dropped off by vendors as samples. Don't accept anything without the MSDS documentation.)
- Emergency Services requests for Support – Siemens, NAVE Covers & PO REQUESTS.
- Annual Street Patrol Activity Update - Tablets

CAN COUNTY COMM CENTER
875-5000

3. Admin Items

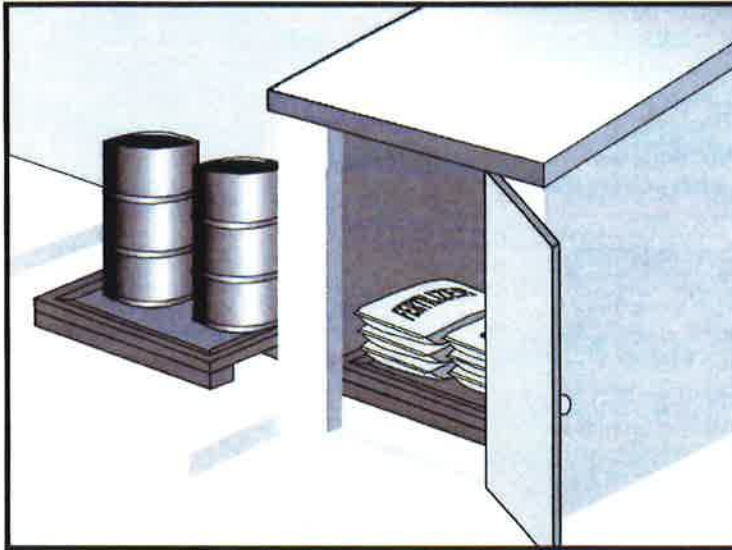
PTO requests to JP's calendar
Copies of Active work orders
Task Orders – Waiting for them?

4. Status Updates:

Work Order Handling

- Work Order Status –
Pavement, Roadside
Sidewalk
Drainage (Open Creeks/Channels/Collection System)
Landscaping
Drainage (Pump Stations)
Streetlight
Signals/TMC
Signs/Markings

5. NEXT MEETING Wed Oct 23rd, 8AM



Description and Purpose

Prevent, reduce, or eliminate the discharge of pollutants from material delivery and storage to the stormwater system or watercourses by minimizing the storage of hazardous materials onsite, storing materials in watertight containers and/or a completely enclosed designated area, installing secondary containment, conducting regular inspections, and training employees and subcontractors.

This best management practice covers only material delivery and storage. For other information on materials, see WM-2, Material Use, or WM-4, Spill Prevention and Control. For information on wastes, see the waste management BMPs in this section.

Suitable Applications

These procedures are suitable for use at all construction sites with delivery and storage of the following materials:

- Soil stabilizers and binders
- Pesticides and herbicides
- Fertilizers
- Detergents
- Plaster
- Petroleum products such as fuel, oil, and grease

Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	<input checked="" type="checkbox"/>

Legend:

- Primary Category
- Secondary Category

Targeted Constituents

Sediment	<input checked="" type="checkbox"/>
Nutrients	<input checked="" type="checkbox"/>
Trash	<input checked="" type="checkbox"/>
Metals	<input checked="" type="checkbox"/>
Bacteria	
Oil and Grease	<input checked="" type="checkbox"/>
Organics	<input checked="" type="checkbox"/>

Potential Alternatives

None



- Asphalt and concrete components
- Hazardous chemicals such as acids, lime, glues, adhesives, paints, solvents, and curing compounds
- Concrete compounds
- Other materials that may be detrimental if released to the environment

Limitations

- Space limitation may preclude indoor storage.
- Storage sheds often must meet building and fire code requirements.

Implementation

The following steps should be taken to minimize risk:

- Chemicals must be stored in water tight containers with appropriate secondary containment or in a storage shed.
- When a material storage area is located on bare soil, the area should be lined and bermed.
- Use containment pallets or other practical and available solutions, such as storing materials within newly constructed buildings or garages, to meet material storage requirements.
- Stack erodible landscape material on pallets and cover when not in use.
- Contain all fertilizers and other landscape materials when not in use.
- Temporary storage areas should be located away from vehicular traffic.
- Material Safety Data Sheets (MSDS) should be available on-site for all materials stored that have the potential to effect water quality.
- Construction site areas should be designated for material delivery and storage.
- Material delivery and storage areas should be located away from waterways, if possible.
 - Avoid transport near drainage paths or waterways.
 - Surround with earth berms or other appropriate containment BMP. See EC-9, Earth Dikes and Drainage Swales.
 - Place in an area that will be paved.
- Storage of reactive, ignitable, or flammable liquids must comply with the fire codes of your area. Contact the local Fire Marshal to review site materials, quantities, and proposed storage area to determine specific requirements. See the Flammable and Combustible Liquid Code, NFPA30.
- An up to date inventory of materials delivered and stored onsite should be kept.

- Hazardous materials storage onsite should be minimized.
- Hazardous materials should be handled as infrequently as possible.
- Keep ample spill cleanup supplies appropriate for the materials being stored. Ensure that cleanup supplies are in a conspicuous, labeled area.
- Employees and subcontractors should be trained on the proper material delivery and storage practices.
- Employees trained in emergency spill cleanup procedures must be present when dangerous materials or liquid chemicals are unloaded.
- If significant residual materials remain on the ground after construction is complete, properly remove and dispose of materials and any contaminated soil. See WM-7, Contaminated Soil Management. If the area is to be paved, pave as soon as materials are removed to stabilize the soil.

Material Storage Areas and Practices

- Liquids, petroleum products, and substances listed in 40 CFR Parts 110, 117, or 302 should be stored in approved containers and drums and should not be overfilled. Containers and drums should be placed in temporary containment facilities for storage.
- A temporary containment facility should provide for a spill containment volume able to contain precipitation from a 25 year storm event, plus the greater of 10% of the aggregate volume of all containers or 100% of the capacity of the largest container within its boundary, whichever is greater.
- A temporary containment facility should be impervious to the materials stored therein for a minimum contact time of 72 hours.
- A temporary containment facility should be maintained free of accumulated rainwater and spills. In the event of spills or leaks, accumulated rainwater and spills should be collected and placed into drums. These liquids should be handled as a hazardous waste unless testing determines them to be non-hazardous. All collected liquids or non-hazardous liquids should be sent to an approved disposal site.
- Sufficient separation should be provided between stored containers to allow for spill cleanup and emergency response access.
- Incompatible materials, such as chlorine and ammonia, should not be stored in the same temporary containment facility.
- Materials should be covered prior to, and during rain events.
- Materials should be stored in their original containers and the original product labels should be maintained in place in a legible condition. Damaged or otherwise illegible labels should be replaced immediately.

- Bagged and boxed materials should be stored on pallets and should not be allowed to accumulate on the ground. To provide protection from wind and rain throughout the rainy season, bagged and boxed materials should be covered during non-working days and prior to and during rain events.
- Stockpiles should be protected in accordance with WM-3, Stockpile Management.
- Materials should be stored indoors within existing structures or completely enclosed storage sheds when available.
- Proper storage instructions should be posted at all times in an open and conspicuous location.
- An ample supply of appropriate spill clean up material should be kept near storage areas.
- Also see WM-6, Hazardous Waste Management, for storing of hazardous wastes.

Material Delivery Practices

- Keep an accurate, up-to-date inventory of material delivered and stored onsite.
- Arrange for employees trained in emergency spill cleanup procedures to be present when dangerous materials or liquid chemicals are unloaded.

Spill Cleanup

- Contain and clean up any spill immediately.
- Properly remove and dispose of any hazardous materials or contaminated soil if significant residual materials remain on the ground after construction is complete. See WM-7, Contaminated Soil Management.
- See WM-4, Spill Prevention and Control, for spills of chemicals and/or hazardous materials.
- If spills or leaks of materials occur that are not contained and could discharge to surface waters, non-visible sampling of site discharge may be required. Refer to the General Permit or to your project specific Construction Site Monitoring Plan to determine if and where sampling is required.

Cost

- The largest cost of implementation may be in the construction of a materials storage area that is covered and provides secondary containment.

Inspection and Maintenance

- BMPs must be inspected in accordance with General Permit requirements for the associated project type and risk level. It is recommended that at a minimum, BMPs be inspected weekly, prior to forecasted rain events, daily during extended rain events, and after the conclusion of rain events.
- Keep storage areas clean and well organized, including a current list of all materials onsite.
- Inspect labels on containers for legibility and accuracy.

- Repair or replace perimeter controls, containment structures, covers, and liners as needed to maintain proper function.

References

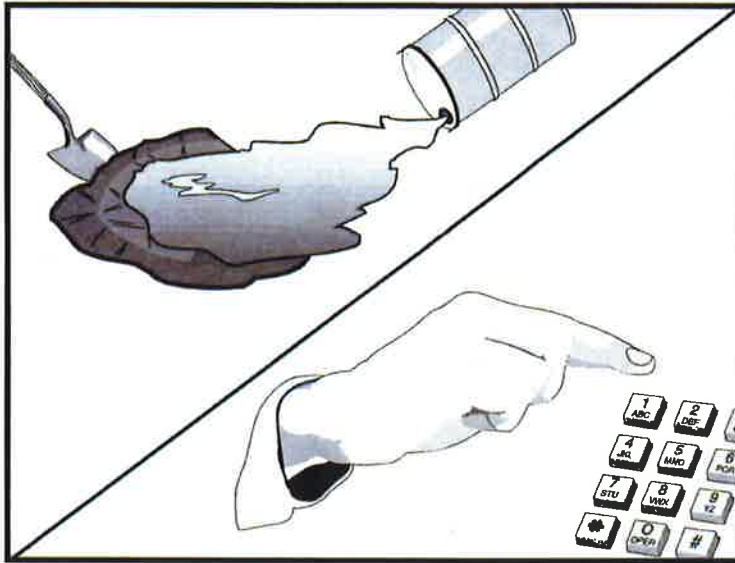
Blueprint for a Clean Bay: Best Management Practices to Prevent Stormwater Pollution from Construction Related Activities; Santa Clara Valley Nonpoint Source Pollution Control Program, 1995.

Coastal Nonpoint Pollution Control Program: Program Development and Approval Guidance, Working Group Working Paper; USEPA, April 1992.

Stormwater Quality Handbooks - Construction Site Best Management Practices (BMPs) Manual, State of California Department of Transportation (Caltrans), March 2003.

Stormwater Management for Construction Activities; Developing Pollution Prevention Plans and Best Management Practice, EPA 832-R-92005; USEPA, April 1992.

14



Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	<input checked="" type="checkbox"/>

Legend:

- Primary Objective
- Secondary Objective

Targeted Constituents

Sediment	<input checked="" type="checkbox"/>
Nutrients	<input checked="" type="checkbox"/>
Trash	<input checked="" type="checkbox"/>
Metals	<input checked="" type="checkbox"/>
Bacteria	
Oil and Grease	<input checked="" type="checkbox"/>
Organics	<input checked="" type="checkbox"/>

Potential Alternatives

None

Description and Purpose

Prevent or reduce the discharge of pollutants to drainage systems or watercourses from leaks and spills by reducing the chance for spills, stopping the source of spills, containing and cleaning up spills, properly disposing of spill materials, and training employees.

This best management practice covers only spill prevention and control. However, WM-1, Materials Delivery and Storage, and WM-2, Material Use, also contain useful information, particularly on spill prevention. For information on wastes, see the waste management BMPs in this section.

Suitable Applications

This BMP is suitable for all construction projects. Spill control procedures are implemented anytime chemicals or hazardous substances are stored on the construction site, including the following materials:

- Soil stabilizers/binders
- Dust palliatives
- Herbicides
- Growth inhibitors
- Fertilizers
- Deicing/anti-icing chemicals



- Fuels
- Lubricants
- Other petroleum distillates

Limitations

- In some cases it may be necessary to use a private spill cleanup company.
- This BMP applies to spills caused by the contractor and subcontractors.
- Procedures and practices presented in this BMP are general. Contractor should identify appropriate practices for the specific materials used or stored onsite

Implementation

The following steps will help reduce the stormwater impacts of leaks and spills:

Education

- Be aware that different materials pollute in different amounts. Make sure that each employee knows what a “significant spill” is for each material they use, and what is the appropriate response for “significant” and “insignificant” spills.
- Educate employees and subcontractors on potential dangers to humans and the environment from spills and leaks.
- Hold regular meetings to discuss and reinforce appropriate disposal procedures (incorporate into regular safety meetings).
- Establish a continuing education program to indoctrinate new employees.
- Have contractor’s superintendent or representative oversee and enforce proper spill prevention and control measures.

General Measures

- To the extent that the work can be accomplished safely, spills of oil, petroleum products, substances listed under 40 CFR parts 110,117, and 302, and sanitary and septic wastes should be contained and cleaned up immediately.
- Store hazardous materials and wastes in covered containers and protect from vandalism.
- Place a stockpile of spill cleanup materials where it will be readily accessible.
- Train employees in spill prevention and cleanup.
- Designate responsible individuals to oversee and enforce control measures.
- Spills should be covered and protected from stormwater runoff during rainfall to the extent that it doesn’t compromise clean up activities.
- Do not bury or wash spills with water.

- Store and dispose of used clean up materials, contaminated materials, and recovered spill material that is no longer suitable for the intended purpose in conformance with the provisions in applicable BMPs.
- Do not allow water used for cleaning and decontamination to enter storm drains or watercourses. Collect and dispose of contaminated water in accordance with WM-10, Liquid Waste Management.
- Contain water overflow or minor water spillage and do not allow it to discharge into drainage facilities or watercourses.
- Place proper storage, cleanup, and spill reporting instructions for hazardous materials stored or used on the project site in an open, conspicuous, and accessible location.
- Keep waste storage areas clean, well organized, and equipped with ample cleanup supplies as appropriate for the materials being stored. Perimeter controls, containment structures, covers, and liners should be repaired or replaced as needed to maintain proper function.

Cleanup

- Clean up leaks and spills immediately.
- Use a rag for small spills on paved surfaces, a damp mop for general cleanup, and absorbent material for larger spills. If the spilled material is hazardous, then the used cleanup materials are also hazardous and must be sent to either a certified laundry (rags) or disposed of as hazardous waste.
- Never hose down or bury dry material spills. Clean up as much of the material as possible and dispose of properly. See the waste management BMPs in this section for specific information.

Minor Spills

- Minor spills typically involve small quantities of oil, gasoline, paint, etc. which can be controlled by the first responder at the discovery of the spill.
- Use absorbent materials on small spills rather than hosing down or burying the spill.
- Absorbent materials should be promptly removed and disposed of properly.
- Follow the practice below for a minor spill:
 - Contain the spread of the spill.
 - Recover spilled materials.
 - Clean the contaminated area and properly dispose of contaminated materials.

Semi-Significant Spills

- Semi-significant spills still can be controlled by the first responder along with the aid of other personnel such as laborers and the foreman, etc. This response may require the cessation of all other activities.

- Spills should be cleaned up immediately:
 - Contain spread of the spill.
 - Notify the project foreman immediately.
 - If the spill occurs on paved or impermeable surfaces, clean up using "dry" methods (absorbent materials, cat litter and/or rags). Contain the spill by encircling with absorbent materials and do not let the spill spread widely.
 - If the spill occurs in dirt areas, immediately contain the spill by constructing an earthen dike. Dig up and properly dispose of contaminated soil.
 - If the spill occurs during rain, cover spill with tarps or other material to prevent contaminating runoff.

Significant/Hazardous Spills

- For significant or hazardous spills that cannot be controlled by personnel in the immediate vicinity, the following steps should be taken:
 - Notify the local emergency response by dialing 911. In addition to 911, the contractor will notify the proper county officials. It is the contractor's responsibility to have all emergency phone numbers at the construction site.
 - Notify the Governor's Office of Emergency Services Warning Center, (916) 845-8911.
 - For spills of federal reportable quantities, in conformance with the requirements in 40 CFR parts 110,119, and 302, the contractor should notify the National Response Center at (800) 424-8802.
 - Notification should first be made by telephone and followed up with a written report.
 - The services of a spills contractor or a Haz-Mat team should be obtained immediately. Construction personnel should not attempt to clean up until the appropriate and qualified staffs have arrived at the job site.
 - Other agencies which may need to be consulted include, but are not limited to, the Fire Department, the Public Works Department, the Coast Guard, the Highway Patrol, the City/County Police Department, Department of Toxic Substances, California Division of Oil and Gas, Cal/OSHA, etc.

Reporting

- Report significant spills to local agencies, such as the Fire Department; they can assist in cleanup.
- Federal regulations require that any significant oil spill into a water body or onto an adjoining shoreline be reported to the National Response Center (NRC) at 800-424-8802 (24 hours).

Use the following measures related to specific activities:

Vehicle and Equipment Maintenance

- If maintenance must occur onsite, use a designated area and a secondary containment, located away from drainage courses, to prevent the runoff of stormwater and the runoff of spills.
- Regularly inspect onsite vehicles and equipment for leaks and repair immediately
- Check incoming vehicles and equipment (including delivery trucks, and employee and subcontractor vehicles) for leaking oil and fluids. Do not allow leaking vehicles or equipment onsite.
- Always use secondary containment, such as a drain pan or drop cloth, to catch spills or leaks when removing or changing fluids.
- Place drip pans or absorbent materials under paving equipment when not in use.
- Use absorbent materials on small spills rather than hosing down or burying the spill. Remove the absorbent materials promptly and dispose of properly.
- Promptly transfer used fluids to the proper waste or recycling drums. Don't leave full drip pans or other open containers lying around
- Oil filters disposed of in trashcans or dumpsters can leak oil and pollute stormwater. Place the oil filter in a funnel over a waste oil-recycling drum to drain excess oil before disposal. Oil filters can also be recycled. Ask the oil supplier or recycler about recycling oil filters.
- Store cracked batteries in a non-leaking secondary container. Do this with all cracked batteries even if you think all the acid has drained out. If you drop a battery, treat it as if it is cracked. Put it into the containment area until you are sure it is not leaking.

Vehicle and Equipment Fueling

- If fueling must occur onsite, use designate areas, located away from drainage courses, to prevent the runoff of stormwater and the runoff of spills.
- Discourage "topping off" of fuel tanks.
- Always use secondary containment, such as a drain pan, when fueling to catch spills/ leaks.

Costs

Prevention of leaks and spills is inexpensive. Treatment and/ or disposal of contaminated soil or water can be quite expensive.

Inspection and Maintenance

- Inspect and verify that activity-based BMPs are in place prior to the commencement of associated activities. While activities associated with the BMP are under way, inspect weekly during the rainy season and of two-week intervals in the non-rainy season to verify continued BMP implementation.
- Inspect BMPs subject to non-stormwater discharge daily while non-stormwater discharges occur.

- Keep ample supplies of spill control and cleanup materials onsite, near storage, unloading, and maintenance areas.
- Update your spill prevention and control plan and stock cleanup materials as changes occur in the types of chemicals onsite.

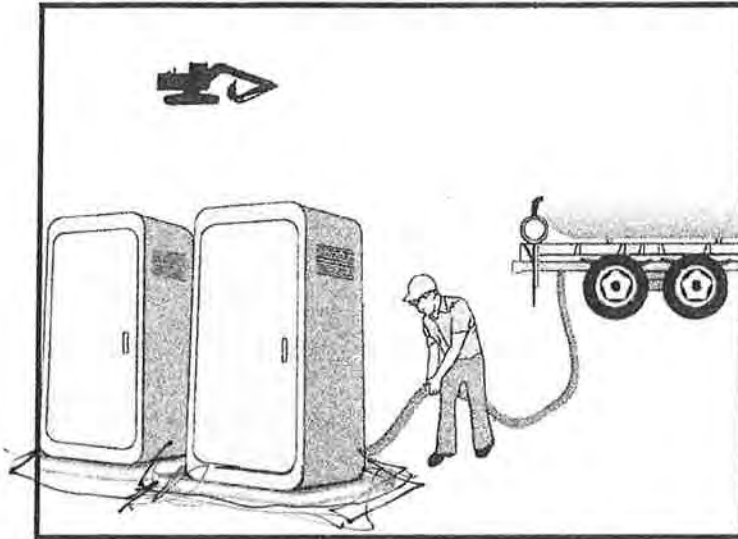
References

Blueprint for a Clean Bay: Best Management Practices to Prevent Stormwater Pollution from Construction Related Activities; Santa Clara Valley Nonpoint Source Pollution Control Program, 1995.

Stormwater Quality Handbooks - Construction Site Best Management Practices (BMPs) Manual, State of California Department of Transportation (Caltrans), November 2000.

Stormwater Management for Construction Activities; Developing Pollution Prevention Plans and Best Management Practice, EPA 832-R-92005; USEPA, April 1992.

Sanitary/Septic Waste Management WM-9



Description and Purpose

Proper sanitary and septic waste management prevent the discharge of pollutants to stormwater from sanitary and septic waste by providing convenient, well-maintained facilities, and arranging for regular service and disposal.

Suitable Applications

Sanitary septic waste management practices are suitable for use at all construction sites that use temporary or portable sanitary and septic waste systems.

Limitations

None identified.

Implementation

Sanitary or septic wastes should be treated or disposed of in accordance with state and local requirements. In many cases, one contract with a local facility supplier will be all that it takes to make sure sanitary wastes are properly disposed.

Storage and Disposal Procedures

- Temporary sanitary facilities should be located away from drainage facilities, watercourses, and from traffic circulation. If site conditions allow, place portable facilities a minimum of 50 feet from drainage conveyances and traffic areas. When subjected to high winds or risk of high winds, temporary sanitary facilities should be secured to prevent overturning.

Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	<input checked="" type="checkbox"/>

Legend:

- Primary Category
- Secondary Category

Targeted Constituents

Sediment	
Nutrients	<input checked="" type="checkbox"/>
Trash	<input checked="" type="checkbox"/>
Metals	
Bacteria	<input checked="" type="checkbox"/>
Oil and Grease	
Organics	<input checked="" type="checkbox"/>

Potential Alternatives

None



Sanitary/Septic Waste Management WM-9

- Temporary sanitary facilities must be equipped with containment to prevent discharge of pollutants to the stormwater drainage system of the receiving water.
- Consider safety as well as environmental implications before placing temporary sanitary facilities.
- Wastewater should not be discharged or buried within the project site.
- Sanitary and septic systems that discharge directly into sanitary sewer systems, where permissible, should comply with the local health agency, city, county, and sewer district requirements.
- Only reputable, licensed sanitary and septic waste haulers should be used.
- Sanitary facilities should be located in a convenient location.
- Temporary septic systems should treat wastes to appropriate levels before discharging.
- If using an onsite disposal system (OSDS), such as a septic system, local health agency requirements must be followed.
- Temporary sanitary facilities that discharge to the sanitary sewer system should be properly connected to avoid illicit discharges.
- Sanitary and septic facilities should be maintained in good working order by a licensed service.
- Regular waste collection by a licensed hauler should be arranged before facilities overflow.
- If a spill does occur from a temporary sanitary facility, follow federal, state and local regulations for containment and clean-up.

Education

- Educate employees, subcontractors, and suppliers on sanitary and septic waste storage and disposal procedures.
- Educate employees, subcontractors, and suppliers of potential dangers to humans and the environment from sanitary and septic wastes.
- Instruct employees, subcontractors, and suppliers in identification of sanitary and septic waste.
- Hold regular meetings to discuss and reinforce the use of sanitary facilities (incorporate into regular safety meetings).
- Establish a continuing education program to indoctrinate new employees.

Costs

All of the above are low cost measures.

Sanitary/Septic Waste Management WM-9

Inspection and Maintenance

- BMPs must be inspected in accordance with General Permit requirements for the associated project type and risk level. It is recommended that at a minimum, BMPs be inspected weekly, prior to forecasted rain events, daily during extended rain events, and after the conclusion of rain events.
- Arrange for regular waste collection.
- If high winds are expected, portable sanitary facilities must be secured with spikes or weighed down to prevent over turning.
- If spills or leaks from sanitary or septic facilities occur that are not contained and discharge from the site, non-visible sampling of site discharge may be required. Refer to the General Permit or to your project specific Construction Site Monitoring Plan to determine if and where sampling is required.

References

Stormwater Quality Handbooks - Construction Site Best Management Practices (BMPs) Manual, State of California Department of Transportation (Caltrans), March 2003.

Stormwater Management for Construction Activities; Developing Pollution Prevention Plans and Best Management Practice, EPA 832-R-92005; USEPA, April 1992.

Outside

- Policy reminder. See attachment. Trash, debris, paint containers, used motor oil or anything found during the normal course of City work/services are the only items that can be disposed of at the corp yard.
- Illegally dumped tires picked up in the field. Any tires brought in from the field should be stored in the area along the east wall designated by Arrow. Do not mix tires with transit tires stored near the debris bins.
- Illegally dumped "E" waste picked up in the field. Please designate an area near the tire pile for stockpiling of "E" waste recovered from the roadway or roadside.
- Daily, make sure all trash and debris brought in from the field is placed "inside" the debris bin. Please do not pile material on the ground outside the bins.
- Ensure that debris bins are not leaking any material that has been dumped, liquid or solid.
- Ensure that appropriate BMP's (drip pans and absorbent) are in place for any equipment leaking fluids.
- See Attached Corp Yard SWPPP check list.

Haz-Mat Shed

- If there is a need to use the outside Haz-Mat shed, material must be identified, labeled if necessary, and placed inside. I don't believe Arrow uses this shed but if there is a need, I have a key. —

Rainy Weather

- Debris bins (roll off boxes). In the event of rain or forecasted rain, debris bins must be covered. This is a Storm Water requirement and also part of the Corp Yard SWPPP.
- Be sure to regularly check and service BMP's (DI Bags) in the vicinity of the debris boxes or any other areas utilized by O&M.
- Ensure that any muddy equipment has been cleaned before parking. Rainfall washing mud off vehicles or equipment into the drainage system is a violation. — ARROW USE OF WATER BAY. IRS TO JESAY W/ TRANSIT.
- Ensure that any outdoor stockpiles (sand, gravel, etc.) are covered and appropriate BMP's in place during rainy weather.

Inside Warehouse

- Both O&M caged areas could use some house cleaning. Let's toss anything that might not be of use.
- Street name signs against east wall should be processed for recycle. Zap bins. IISNS panels near east wall man door can be tossed.
- Empty can box (by portable pumps) from shelter can project can be tossed. Extra new cans and lids should be placed in one of the cages.
- We need to get back in the habit of taking the trash and recycle carts out to the street on appropriate pick up days. Until the new roll up door is in place, lets empty them in the debris bins.
- Once the police project is complete, we should consider developing a sweeping schedule for those areas of the warehouse (PW portion) where dirt and debris accumulate.

Interoffice Memorandum



August 26, 2013

.....
Date

All City Employees and City Contractors

.....
To

Douglas Scott, Facilities and Fleet Manager

.....
From

Use of City Facility Dumpsters for Disposing of Personal Items
& Scavenging of Dumpsters

.....
Subject

Effective immediately: all City Employees, Contractors and their subcontractors and agents are hereby notified not to utilize City facility dumpsters to dispose of personal waste of any kind. Only waste generated by or from the City of Elk Grove may be disposed of in City Facility dumpsters. Disciplinary action shall be taken if this rule is not followed.

Additionally, scavenging of any kind of waste or recyclables from the dumpsters is strictly prohibited. These commodities are the property of the City until they leave the premises, in which they are then the property of the authorized hauler.

Thank you,

Douglas Scott
Facilities and Fleet Manager

CHAPTER 6

6.1 BMP Summary And Implementation Frequency

BMP	Implementation Frequency
Corporation Yard Outside Facilities	
Sweep and Keep area clean	Conduct Daily
Inspect conditons	Conduct Weekly
Place drip pans on parked vehicles/equipment.	Conduct Daily
Dumpsters	
Close Dumpster Lids at the End of Shift or during rain events	Conduct Daily
Inspect for evidence of leaking	Conduct Daily
Transit Vehicle Repair Areas	
Capture oils and anti-freeze by placing drip pans and handle as hazardous waste, recycle.	Conduct Daily
Available spill kits	Conduct Daily
Regular cleaning and manual sweeping of the repair bay. Good housekeeping practices.	Conduct Daily
Police Vehicle Fueling Areas	
Conduct regular training on proper fueling and spill response procedures	Conduct Yearly
Monitor and inspect conditions of fuel dispensers and above ground storage tank	Conduct Daily
Transit Vehicle Washing Area	
Inspect condition and operation of vehicle washing area	Conduct Daily
Oil/Water Separators	
Clean and maintain Oil/Water Separators	Conduct Yearly
Monitor and inspect condition of Oil/Water Separator	Conduct Monthly
Bioswale and Pervious Concrete Areas	
Monitor and inspect condition of bioswales and pervious concrete areas	Conduct weekly
Clean and maintain	As needed
Baysaver Storm Water Unit	
Clean and maintain Baysaver Storm Water Units	Conduct Yearly
Monitor and inspect condition of Baysaver Storm Water Unit	Conduct Monthly
Training	
Conduct regular training	Conduct SWPPP Training Yearly

Work Order OPEN Status Report

Begin Date: 4/1/2013

End Date: 10/8/2013

Request Number	Work Type Description	J/O Initiation Date	Short Description	Task Description	Request Status	Request Comment
WF0024861	Bridge Maintenance	7/29/2013	LAGUNA BLVD AND FRANKLIN BLVD. BRIDGE #2	Structure Maintenance	OP	0.5 MI W OF FRANKLIN WY
WF0025670		9/20/2013	BRUCEVILLE ROAD AND S SHELDON	Scour Maintenance	OP	CT BRIDGE INSPECTION, SEE ATTACHED DOCUMENT
WF0025921		10/4/2013	CALVINE ROAD AND BRADSHAW ROAD	Bridge ID Maintenance	OP	NEW BRIDGE ID PLATES
Sub Total 3						
WF0025931	City/Special Events	10/7/2013	6400 WHITELOCK PARKWAY	TRAFFIC CONTROL	OP	MARCHING BAND PARADE/SEE ATTACHED
Sub Total 1						
WF0024774	Drainage Maintenance	7/22/2013	CTE GATES IN ELK GROVE	Drainage Maintenance	OP	FIX CONTROL PANELS/ANNUAL MAINTENANCE
WF0025311		8/26/2013	ELK GROVE CREEK	Creek Maintenance	OP	OUT FALL CLEARING.
WF0025319		8/27/2013	SHEDA	Drainage Maintenance	OP	OUT FALL CLEARING
WF0025321		8/27/2013	SHED B	Drainage Maintenance	OP	OUT FALL CLEARING
WF0025846		9/30/2013	D-51 PUMP STATION	Pump Station Maintenance	OP	CLEAN OUT TRASH RACK TRAILER.
WF0025847		9/30/2013	D-51 PUMP STATION	Pump Station Maintenance	OP	PICK UP DEBRIS PILE AT BOAT RAMP BELOW STA
WF0025907		10/4/2013	ZONE 0	Sched Maint Drain Inlet	OP	INLET SURVEYS
WF0025908		10/4/2013	ZONE 0	Sched Maint Manhole	OP	MANHOLE SURVEY
WF0025909		10/4/2013	ZONE 5	Sched Maint Drain Inlet	OP	INLET SURVEYS
WF0025910		10/4/2013	ZONE 5	Sched Maint Manhole	OP	MANHOLE SURVEYS
WF0025924		10/7/2013	CORPORATION YARD PUMP STATIONS	Pump Station Maintenance	OP	MONTHLY MAINTENANCE FOR 2 PORTABLE PUMP
WF0025928		10/7/2013	9250 HARBOUR POINT DRIVE	Pump Station Maintenance	OP	REMOVE BULRUSH FROM CREEK BED
WF0025932		10/7/2013	8291 FOX HOUND CIRCLE	DI Maintenance	OP	STORM DRAIN CLOGGED WITH LEAVES, NEEDS C
WF0025948		10/7/2013	CREEK ON RED FOX NEAR CITY HALL	Creek Maintenance	OP	CREEK SMELLS LIKE SEWAGE
Sub Total 14						
WF0025545	Graffiti	9/11/2013	WHITELOCK PARKWAY	STREETLIGHT	OP	ABATE GRAFFITI ON STREETLIGHTS,SEE ATTACH
WF0025857		9/30/2013	I-5 SOUNDWALL	PAVEMENT AND ROADSIDE	OP	GRAFFITI ON SOUNDWALL
WF0025930		10/7/2013	FALCON MEADOWS SOUND WALL	PAVEMENT AND ROADSIDE	OP	GRAFFITI/NOT IMMEDIATE DISPATCH
Sub Total 3						
WF0025875	Landscape/Irrigation Mnt	10/1/2013	CRISSWELL DRIVE AND BRADSHAW ROAD	Trash/Debris/Litter	OP	DITCH AT THIS LOCATION NEEDS TO BE CLEANED
WF0025929		10/7/2013	CRISSWELL DRIVE AND BRADSHAW RD	Landscape Maintenance	OP	DITCH AT THIS LOCATION NEEDS TO BE CLEARED
WF0025938		10/7/2013	8732 SUPERB CIRCLE	Tree Maintenance	OP	2 TREES BEHIND HIS HOME NEED TO BE TRIMMED

Begin Date: 4/1/2013

End Date: 10/8/2013

Work Order OPEN Status Report

Request Number	Work Type Description	J/O Initiation Date	Short Description	Task Description	Request Status	Request Comment
WF0025943	Landscape/Irrigation Mnt	10/7/2013	SOUNDWALL AT END OF SORRENTINO DRIVE	Tree Maintenance	OP	CUT DOWN TREE REGROWING, NEEDS ROOTS R
Sub Total 4						
WF0024916	Pavement & Roadside Mnt	8/1/2013*	9017 MEADOWFOAM CT	Pavement Maintenance	OP	ASPHALT IN FRONT OF HOME NEEDS ATTENTION.
WF0025916		10/4/2013	9961 ELK GROVE FLORIN RD	Roadside Maintenance	OP	TREE LIMB IN MIDDLE OF STREET
WF0025916		10/4/2013	9961 ELK GROVE FLORIN RD	Roadside Maintenance	OP	TREE LIMB IN MIDDLE OF STREET
WF0025925		10/7/2013	BOND ROAD	Roadside Maintenance	OP	TREE AND STUMP REMOVAL
WF0025927		10/7/2013	ELK GROVE FLORIN ROAD	Roadside Maintenance	OP	TREE BRANCH IN MIDDLE OF ROAD
Sub Total 5						
WF0025519	Sidewalk/Curb/Gutter	9/10/2013	S/S ELK GROVE BOULEVARD BETWEEN MCKEN	Sidewalk Maintenance	OP	SW DAMAGED BY PG&E OVER A YEAR AGO
WF0025946		10/7/2013	3700 BENEDIX WAY	Sidewalk Maintenance	OP	SW CRUMBLING, HAS HOLE IN IT AT ABOVE ADDR
Sub Total 2						
WF0025132	Signs/Markings	8/15/2013	ELK GROVE BLVD AND WALNUT	Marking Maintenance	OP	SEE ATTACHED EMAIL.
WF0025215		8/21/2013	ELK GROVE (VARIOUS LOCATION)	Striping Maintenance	OP	VARIOUS LOCATIONS AS SHOWN ON ATTACHED L
WF0025240		8/21/2013	ELK GROVE (VARIOUS LOCATIONS AS SHOWN	Sign Maintenance	OP	REPLACE STOP SIGNS AND POSTS AT ATTACHED
WF0025241		8/21/2013	VARIOUS LOCATIONS AS SHOWN ON ATTACHED	Sign Maintenance	OP	REPLACE STOP SIGNS AND POSTS AT ATTACHED
WF0025919		10/4/2013	ANCESTOR DRIVE AND BUNGALOW WAY	Obstruction	OP	TRIM TREE AT STREET NAME SIGN AND STOP SIG
WF0025922		10/4/2013	HARVEST HOUSE WAY AND BLACK KITE DRIVE	Sign Maintenance	OP	RESET STREET NAME SIGN, LEANING BADLY
WF0025923		10/4/2013	AUBERRY DRIVE AND CALVINE ROAD	Sign Maintenance	OP	REPLACE R3-7 SIGN ON STREET LIGHT POLE/MIS
WF0025934		10/7/2013	HAMPTON VILLAGE	Sign Maintenance	OP	2 HAMPTON VILLAGE SIGNS MISSING
WF0025935		10/7/2013	BARCELLA DRIVE AND KUGLER WAY	Sign Maintenance	OP	RESET STREET NAME SIGN MOUNTING BRACKET
Sub Total 9						
WF0025527	Street Lights	9/11/2013	8124 PEAK FOREST	Street Light Maintenance	OP	STREET LIGHT KNOCKED DOWN.
WF0025563		9/12/2013	WHITELOCK PARKWAY BETWEEN BIG HORN AN	Knock Down	OP	SL KNOCKED DOWN IN CAR ACCIDENT
WF0025773		9/25/2013	CYCLADIC COURT AND NEMEA WAY	Street Light Maintenance	OP	SL030970 / OUT
WF0025777		9/25/2013	4416 BABSON DRIVE	Street Light Maintenance	OP	SL027262 . OUT
WF0025789		9/26/2013	9867 GAMAY WAY	Street Light Maintenance	OP	SL021332 / OUT
WF0025791		9/26/2013	BOVILL DRIVE AND MAINLINE DRIVE	Street Light Maintenance	OP	SL036069 TOTALLY OUT
WF0025792		9/26/2013	9617 CANTABRIA COURT	Street Light Maintenance	OP	SL034731 IS OUT

Begin Date: 4/1/2013

End Date: 10/8/2013

Work Order OPEN Status Report

Request Number	Work Type Description	J/O Initiation Date	Short Description	Task Description	Request Status	Request Comment
WF0025796	Street Lights...	9/26/2013	8671 SUMMER SUN WAY	Street Light Maintenance	OP	SL030120 OUT, TREE NEEDS TO BE TRIMMED
WF0025797		9/26/2013	SUMMER SUN WAY AND AVALON HILLS WAY	Street Light Maintenance	OP	STREET LIGHT OUT / NO POLE NUMBER
WF0025800		9/26/2013	CIVIC CENTER AND BIG HORN	Street Light Maintenance	OP	INSTALL 150' OF STREETLIGHT WIRE.
WF0025801		9/26/2013	6413 OSCAR CIRCLE	Street Light Maintenance	OP	INSTALL 800' OF STREETLIGHT WIRE/SLURRY PUL
WF0025803		9/26/2013	WINKLE CIRCLE AND CARINATA DRIVE	Street Light Maintenance	OP	STREET LIGHT APPEARS TO HAVE BEEN TAMPER
WF0025810		9/27/2013	10013 HAMPTON OAK DRIVE	Street Light Maintenance	OP	SL031931 / OUT
WF0025811		9/27/2013	HAMPTON OAK DRIVE AND IRON ROCK WAY	Street Light Maintenance	OP	SL031929 / CYCLING
WF0025813		9/27/2013	9258 GUILLERMINA COURT	Street Light Maintenance	OP	SL023418 / OUT
WF0025819		9/27/2013	DEL WEBB BLVD AND BRUCEVILLE ROAD	Street Light Maintenance	OP	SL #SL036232 CYCLING
WF0025836		9/27/2013	ARDELLE WAY	Street Light Maintenance	OP	SL #SL031175 TOTALLY OUT.
WF0025843		9/30/2013	9501 ESMONT COURT	Street Light Maintenance	OP	SL022661 / OUT
WF0025844		9/30/2013	4928 ROSELIN WAY	Street Light Maintenance	OP	SL020870 / OUTAGE.
WF0025864		10/1/2013	CONSTELLATION PARK - NASSA CIRCLE	Street Light Maintenance	OP	LIGHT OVER PICNIC TABLES IS OUT
WF0025872		10/1/2013	9305 AIZENBERG CIRCLE	Street Light Maintenance	OP	SL015723, CYCLING
WF0025873		10/1/2013	BOULDER RIVER AND BOND ROAD	Street Light Maintenance	OP	SL49161G LIGHT IS CYCLING
WF0025874		10/1/2013	8744 HOPEDALE	Street Light Maintenance	OP	STREET LIGHT #SL030602 CYCLING
WF0025876		10/2/2013	8865 SHASTA LILY DRIVE	Street Light Maintenance	OP	SL031857 / CYCLING
WF0025878		10/2/2013	9300 ENGLSIDE COURT	Street Light Maintenance	OP	SL026977 / OUT
WF0025879		10/2/2013	E/S JORDAN RANCH ROAD BETWEEN MIKO CIR	Street Light Maintenance	OP	STREET LIGHT CYCLING
WF0025880		10/2/2013	6534 OSCAR CIRCLE	Street Light Maintenance	OP	SL036786 / OUT
WF0025881		10/2/2013	10141 BRENNNA WAY	Street Light Maintenance	OP	SL036613 / OUT
WF0025882		10/2/2013	9271 EDISTO WAY	Street Light Maintenance	OP	SL026594 / CYCLING
WF0025885		10/2/2013	5820 ISAAC WAY	Street Light Maintenance	OP	SL036542 / OUT
WF0025891		10/2/2013	MACELA DRIVE AND RED GINGER WAY	Street Light Maintenance	OP	STREET LIGHT CYCLING
WF0025892		10/2/2013	GLENBURY COURT	Street Light Maintenance	OP	STREET LIGHT #SL020688, TREE LIMBS TO BE TRI
WF0025893		10/2/2013	8671 SUMMER SUN WAY	Street Light Maintenance	OP	SL #SL030120 CYCLING.
WF0025897		10/3/2013	7213 RIO TAMEGA DRIVE	Street Light Maintenance	OP	SL27021D / OUT
WF0025905		10/4/2013	0 E LAKE DRIVE	Street Light Maintenance	OP	SL030344 / OUT
WF0025906		10/4/2013	3146 E LAKE DRIVE	Street Light Maintenance	OP	SL030352 / CYCLING
WF0025936		10/7/2013	5133 LADY DI WAY	Street Light Maintenance	OP	TREE TRIMMING
WF0025941		10/7/2013	8158 SUAREZ WAY	Street Light Maintenance	OP	STREET LIGHT OUT / NO POLE NUMBER
WF0025942		10/7/2013	5971 LEONARDO WAY	Street Light Maintenance	OP	SL036999 / OUT
WF0025944		10/7/2013	9111 DRAKES BAY COURT	Street Light Maintenance	OP	SL023158 / OUT
WF0025945		10/7/2013	8791 MONTEREY OAKS DRIVE	Street Light Maintenance	OP	SL032948 / CYCLING.

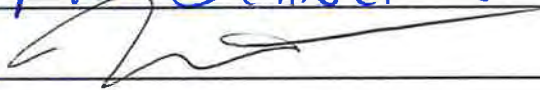
Begin Date: 4/1/2013

End Date: 10/8/2013

Work Order OPEN Status Report

Request Number	Work Type Description	J/O Initiation Date	Short Description	Task Description	Request Status	Request Comment
WF0025947	Street Lights...	10/7/2013	9490 PORTLAW WAY	Street Light Maintenance	OP	SL013653 / OUT
WF0025949		10/7/2013	10069 RHONE RIVER DRIVE	Street Light Maintenance	OP	SL48041M / OUT
WF0025951		10/8/2013	CONSTELLATION PARK (NASSA CIRCLE)	Street Light Maintenance	OP	LIGHT OUT NEXT TO PLAYGROUND AREA
WF0025952		10/8/2013	CONSTELLATION PARK (NASSA CIRCLE)	Street Light Maintenance	OP	LIGHT OUT ALONG WALKWAY IN CENTER OF PARK
Sub Total 45						
WF0025356	Traffic Management Cent	8/29/2013	BIG HORN BOULEVARD AND VICINO / ARBORVIEW	Signal Coordination	OP	MAINTENANCE LOG FROM 7/2012 - 8/2013
Sub Total 1						
WF0025883	Traffic Signals	10/2/2013	GRANT LINE ROAD AND E STOCKTON	Illuminated Street Sign	OP	ISNS IS OUT AT NE CORNER
WF0025896		10/3/2013	DILUSSO DRIVE AND BRUCEVILLE ROAD	Pedestrian Signal	OP	REVIEW STATUS OF CROSSING BUTTON AT LOCAL
WF0025917		10/4/2013	BRUCEVILLE ROAD AND KILCONNELL DR / SOAF	Pedestrian Signal	OP	DON'T WALK LIGHT IS DARK AT NEC
WF0025939		10/7/2013	WHITELOCK PARKWAY AND FRANKLIN BOULEVARD	Pedestrian Signal	OP	PED SIGNAL COUNTDOWN FROZEN AT SW CORNER
WF0025950		10/8/2013	BIG HORN BOULEVARD AND MEADOWSPRING /	Routine Maintenance	OP	BOTH SAFETY LIGHT AND ISNS OUT AT NW CORNER
WF0025953		10/8/2013	BRUCEVILLE ROAD AND WHITELOCK PARKWAY	Routine Maintenance	OP	ISNS PANEL OPEN @ NW CORNER, S/B GREEN OUT
Sub Total 6						
WF0025920	e-Tran	10/4/2013	CRITICAL BUS SHELTER MAINTENANCE	SHELTER MAINT	OP	44 SHELTERS TO BE SERVICED
Sub Total 1						
Total OPEN Requests					94	

Bi-Weekly O&M Meeting & SWPPP Training - Oct 09, 2013

	Name	
1	John Humphrey	16
2	James R. Scott	17
3	Ron Faulk	18
4	James J. Smith	19
5	Ron Castle	20
6	John "P" Scott	21
7	Mike Schneider	22
8		23
9	PRESTON DUDLEY	24
10	Jeanne Swan	25
11	Bob Brown	26
12	Robert J. Boyer	27
13		28
14		29
15		30

ATTACHMENT 5
CITY STREET SWEEPING CONTRACT

CITY OF ELK GROVE



CONTRACTOR CONTRACT FOR
SZEREMI SWEEPING SERVICES
Citywide Sweeping Maintenance Services

CONTRACT FOR SERVICES

THIS CONTRACT is made on July 15, 2010, by and between the City of Elk Grove, a municipal corporation (the "City") and Szeremi Sweeping Service (the "Contractor"), collectively referred to as the "Parties."

WITNESSETH

WHEREAS, the Contractor has presented a proposal to provide citywide sweeping maintenance services, which services are identified in the Scope of Work attached hereto and incorporated herein as Exhibit A, and by reason of its qualifications, experience, and facilities, is duly authorized to perform the type of services contemplated herein; and,

WHEREAS, the City desires to hire a Contractor to perform the Scope of Work pursuant to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, City and Contractor agree to as follows:

1. SCOPE OF SERVICES

A. Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary to complete the services described in the Scope of Work. This Contract and its exhibits shall be known as the "Contract Documents." Terms set forth in any exhibits shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control.

B. The Contractor agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. TERM OF CONTRACT

A. This Contract shall be effective as of the date executed by the Parties and approved as to form by the City Attorney and shall continue until all services provided for in this Contract have been performed.

3. SCHEDULE FOR PERFORMANCE

City and Contractor agree that time is of the essence and Contractor agrees that services shall be undertaken and completed in accordance with the schedule of performance (the "Schedule of Performance"), attached hereto and incorporated herein by reference as Exhibit B. Deviations from the time schedule stated in the Schedule of Performance may be made with the written approval of the City



Manager, or his/her authorized representative. Contractor's failure to complete work in accordance with the Schedule of Performance may result in delayed compensation as described in Section 4.

4. COMPENSATION

A. The Contractor shall be paid monthly as set forth in **Exhibit C**, "Compensation and Method of Payment," incorporated herein by reference, for the actual fees, costs and expenses for the time and materials required and expended, and approved by the City, but in no event shall total compensation exceed Five Hundred Fifty Thousand Eight Hundred Three Dollars and No Cents (\$550,803.00), without City's prior written approval.

B. Said amount shall be paid upon submittal of a monthly invoice showing completion of the tasks that month, including the services rendered, the costs incurred for materials, the person(s) rendering performed services, the amount of time spent by such person(s), and the applicable hourly rate.

C. If Contractor's performance is not in conformity with the Scope of Work or Schedule of Performance, payments may be delayed or denied, unless otherwise agreed to by the City in writing.

D. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract, subject to Section 11.

5. NOTICES

A. Contractor shall transmit invoices and any notices required by this Contract, to City as follows:

City of Elk Grove
Attn: Finance Department
8401 Laguna Palms Way
Elk Grove, California 95758

B. City shall transmit payments on invoiced amounts, and any notices required by this Contract to Contractor as follows:

Szeremi Sweeping Service
Bryan Szeremi, Owner/Vice President
P.O. Box 1079
Rocklin, CA 95677
(916) 920-4134, (916) 871-2328



6. PROFESSIONAL SERVICES

Contractor agrees that services shall be performed and completed in the manner and according to the professional standards observed by a competent practitioner of the profession in which Contractor and its subcontractors or agents are engaged. Contractor shall not, either during or after the term of this Contract, make public any reports or articles, or disclose to any third party any confidential information relative to the work of City or the operations or procedures of City without the prior written consent of City.

Contractor further agrees that it shall not, during the term of this Contract, take any action that would affect its impartiality or professionalism due to the City whether perceived or actual.

7. INDEPENDENT CONTRACTOR

A. It is understood and agreed that Contractor (including Contractor's employees) is an independent contractor and that no relationship of employer-employee exists between the Parties hereto.

B. Contractor's assigned personnel shall not be entitled to any benefits payable to employees of City.

C. City is not required to make any deductions or withholdings from the compensation payable to Contractor under the provisions of the Contract, and is not required to issue W-2 Forms for income and employment tax purposes for any of Contractor's assigned personnel.

D. Contractor, in the performance of its obligation hereunder, is only subject to the control or direction of City as to the designation of tasks to be performed and the results to be accomplished.

E. Any third party person(s) employed by Contractor shall be entirely and exclusively under the direction, supervision, and control of Contractor.

F. Contractor hereby indemnifies and holds City harmless from any and all claims that may be made against City based upon any contention by any third party that an employer-employee relationship exists by reason of this Contract.

8. AUTHORITY OF CONTRACTOR

Contractor shall possess no authority with respect to any City decision and no right to act on behalf of City in any capacity whatsoever as agent, or to bind City to any obligations whatsoever.

9. CONFLICT OF INTEREST

Contractor certifies that it has disclosed to City any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this Contract. Contractor agrees



to advise City of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this Contract. Contractor further agrees to complete any statements of economic interest if required by either City ordinance or State law.

10. AMENDMENTS, CHANGES OR MODIFICATIONS

Amendments, changes or modifications in the terms of this Contract may be made at any time by mutual written agreement between the Parties hereto and shall be signed by the persons authorized to bind the Parties.

11. TERMINATION

A. This Contract may be terminated by City, provided that City gives not less than thirty (30) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate. Upon termination, City shall be entitled to all work, including but not limited to, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not, and in accordance with Section 15, Property of City.

B. The City may temporarily suspend this Contract, at no additional cost to City, provided that Contractor is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If City gives such notice of temporary suspension, Contractor shall immediately suspend its activities under this Contract.

C. Notwithstanding any provisions of this Contract, Contractor shall not be relieved of liability to City for damages sustained by City by virtue of any breach of this Contract by Contractor, and City may withhold any payments due to Contractor until such time as the exact amount of damages, if any, due City from Contractor is determined.

D. In the event of termination, Contractor shall be compensated as provided for in this Contract, except as provided in Section 11C. Upon termination, City shall be entitled to all work, including but not limited to, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not, and in accordance with Section 15, Property of City.

12. FUNDING

Contractor agrees and understands that renewal of this Agreement in subsequent years is contingent upon action by the City Council consistent with the appropriations limits of Article XIII B of the California Constitution and that the City Council may determine not to fund this Agreement in subsequent years.



13. NOTICE TO PROCEED

Prior to commencing work under this Agreement, Contractor shall receive a written "Notice to Proceed" from City. A Notice to Proceed shall not be issued until all necessary bonds and insurances have been received. City shall not be obligated to pay Contractor for any services prior to issuance of the Notice to Proceed.

14. EXTENSIONS OF TIME

Contractor may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by City, in writing, and at City's sole discretion. Such extensions, if authorized, shall be incorporated in written amendments to this Contract or the attached Scope of Work in the manner provided in Section 10.

15. PROPERTY OF CITY

A. It is mutually agreed that all materials prepared by Contractor under this Contract shall become the property of City, and Contractor shall have no property right therein whatsoever. Immediately upon termination, City shall be entitled to, and Contractor shall deliver to City, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not, and other such materials as may have been prepared or accumulated to date by Contractor in performing this Contract which is not Contractor's privileged information, as defined by law, or Contractor's personnel information, along with all other property belonging exclusively to City which is in Contractor's possession. Publication of the information derived from work performed or data obtained in connection with services rendered under this Contract must be approved in writing by City.

B. Additionally, it is agreed that the Parties intend this to be a contract for services and each considers the products and results of the services to be rendered by Contractor hereunder to be work made for hire. Contractor acknowledges and agrees that the work (and all rights therein, including, without limitation, copyright) belongs to and shall be the sole and exclusive property of City without restriction or limitation upon its use or dissemination by the City.

C. Nothing herein shall constitute or be construed to be any representation by Contractor that the work product is suitable in any way for any other project except the one detailed in this Contract. Any reuse by City for another project or project location shall be at City's sole risk.

16. COMPLIANCE WITH LAW

Contractor shall comply with all applicable laws, ordinances, and codes of federal, State and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Contract. As applicable, it shall be City's responsibility to obtain all rights-



of-way and easements to enable Contractor to perform its services hereunder. Contractor shall assist City in providing the same.

17. REPRESENTATIONS

A. Contractor agrees and represents that it is qualified to properly provide the services set forth herein, in a manner which is consistent with the generally accepted standards of Contractor's profession.

B. Contractor agrees and represents that the work performed under this Contract shall be in accordance with applicable federal, State and local law.

C. Contractor shall designate a project manager who at all times shall represent the Contractor before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed at the request of City, is no longer employed by Contractor, or is replaced with the written approval of City, which approval shall not be unreasonably withheld.

D. Contractor shall provide corrective services without charge to City for services which fail to meet the above professional and legal standards and which are reported to Contractor in writing within sixty (60) days of discovery. Should Contractor fail or refuse to perform promptly its obligations, the City may render or undertake performance thereof and Contractor shall be liable for any expenses thereby incurred.

18. APPROVAL OF STAFF MEMBERS

A. Contractor shall make every reasonable effort to maintain the stability and continuity of Contractor's staff assigned to perform the services required under this contract. Contractor shall notify City of any changes in Contractor's staff to be assigned to perform the services required under this contract and shall obtain the approval of the city manager of a list of all proposed staff members who are to be assigned to perform services under this contract prior to any such performance.

19. ASSIGNMENT AND SUBCONTRACTING:

A. Except as expressly authorized herein, Contractor's obligations under this Contract are not assignable or transferable, and Contractor shall not subcontract any work, without the prior written approval of the City. However, claims for money due or which become due to Contractor from City under this Contract may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to City.



B. Contractor shall be as fully responsible to City for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly employed by them, in the same manner as persons directly employed by Contractor.

20. MATERIALS CONFIDENTIAL

All of the materials prepared or assembled by Contractor pursuant to performance of this Contract are confidential and Contractor agrees that they shall not be made available to any individual or organization without the prior written approval of City, except by court order. If City or Contractor or any of its officers, employees, or subcontractors does voluntarily provide information in violation of this Contract, City has the right to reimbursement and indemnity from Contractor for any damages caused by Contractor releasing the information, including, but not limited to, City's attorney's fees and disbursements, including without limitation experts' fees and disbursements.

21. LIABILITY OF CONTRACTOR—NEGLIGENCE

Contractor shall be responsible for performing the work under this Contract in a manner which is consistent with the generally-accepted standards of Contractor's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors and subcontractors. City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Contractor or its employees, agents, contractors or subcontractors.

22. INDEMNITY AND LITIGATION COSTS

To the fullest extent permitted by law, Contractor shall indemnify, protect, defend, and hold harmless City, its officers, officials, agents, employees and volunteers from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation, court costs and reasonable attorneys' and expert witness fees, arising out of any failure to comply with applicable law, any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise arising out of the performance of the work described herein, to the extent caused by a negligent act or negligent failure to act, errors, omissions, recklessness or willful misconduct incident to the performance of this Contract on the part of Contractor, except such loss or damage which was caused by the sole negligence, or willful misconduct of the City. The provisions of this section shall survive termination or suspension of this Contract.

In any contract that Contractor enters into with any subcontractor in any capacity related to any and all duties under this Contract, there must be an indemnification provision identical to the one provided in Section 22 applicable to the subcontractor requiring the subcontractor to assume the defense, indemnify and save harmless the City to the same extent as Contractor. Contractor's failure to include such an indemnification provision in any contract with a subcontractor shall constitute a material breach of this Contract. In the event Contractor fails to obtain such indemnity obligations from others as

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required herein, Contractor agrees to be fully responsible and indemnify, and save harmless the City as prescribed under this Section.

23. EVIDENCE OF INSURANCE COVERAGE

Prior to commencement of any work under this Contract, Contractor shall provide and maintain in effect during the term of this Contract evidence of insurance coverage as set forth in Exhibit D, attached hereto and incorporated herein by reference.

24. EVIDENCE OF INSURANCE COMPLIANCE

Contractor or its insurance broker shall provide the required proof of insurance compliance, consisting of Insurance Services Office (ISO) endorsement forms or their equivalent and the ACORD form 25-S certificate of insurance (or its equivalent), evidencing all required coverage shall be delivered to City's representative Ebix BPO (Ebix) as set forth below prior to execution of this Contract. Upon City's or Ebix's request, Contractor shall submit copies of the actual insurance policies or renewals or replacements to Ebix. Unless otherwise required by the terms of this Contract, all certificates, endorsements, coverage verifications and other items required pursuant to this Contract shall be provided to:

By MAIL

Certificate Holder: The City of Elk Grove
c/o Ebix BPO
PO Box 257, Ref. # Z340872
Portland, MI 48875-0257

By FAX

(517)647-7900

By E-MAIL

CertsOnly@periculum.com

All certificates and endorsements shall include the EBIX reference number Z340872.

25. EMPLOYMENT PRACTICES

Contractor, by execution of this Contract, certifies that it does not discriminate against any person upon the basis of race, color, creed, national origin, age, sex, disability or marital status in its employment practices.



26. UNAUTHORIZED ALIENS

Contractor hereby promises and agrees to comply with all of the provisions of the federal immigration and nationality act (8 U.S.C.A. & 1101 et seq.), as amended; and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Contractor so employ such unauthorized aliens for the performance of work and/or services covered by this Contract, and should the federal government impose sanctions against the City for such use of unauthorized aliens, Contractor hereby agrees to, and shall, reimburse City for the cost of all such sanctions imposed, together with any and all costs, including attorneys' fees, incurred by the City in connection therewith.

27. LICENSES, PERMITS, AND OTHER APPROVALS

Contractor represents and warrants to City that it has all licenses, permits, qualifications and approvals of whatsoever nature legally required for Contractor to practice its profession and perform the work described herein. Contractor represents and warrants to City that Contractor shall, at its sole cost and expense, obtain and/or keep in effect at all times during the term of this Contract any licenses, permits, and approvals which are legally required for Contractor to practice its profession at the time the services are performed.

28. RECORDS AND INSPECTION

Contractor shall maintain records, books, documents and other evidence directly pertinent to the performance of work under this Contract in accordance with generally accepted accounting principles and practices. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

29. MISCELLANEOUS PROVISIONS

A. Attorneys' Fees: In the event an action or proceeding is instituted by either party for the breach or enforcement of any provision of this Contract, the prevailing party shall be entitled to reasonable attorneys' fees and all litigation expenses, including, but not limited to expert's fees and disbursements.

B. Venue: This Contract shall be deemed to be made in, and the rights and liabilities of the Parties, and the interpretation and construction of the Contract governed by and construed in accordance with the laws of the State of California. Any legal action arising out of this Contract shall be filed in and adjudicated by a court of competent jurisdiction in the County of Sacramento, State of California.

C. Enforceability: If any term or provision of this Contract is found to be void, voidable, invalid or unenforceable by a court of competent jurisdiction under the laws of the State of California, any and all of the remaining terms and provisions of this Contract shall remain binding.



D. Time: All times stated herein or in any other Contract Documents are of the essence.

E. Binding: This Contract shall bind and inure to the heirs, devisees, assignees and successors in interest of Contractor and to the successors in interest of City in the same manner as if such parties had been expressly named herein.

F. Survivorship: Any responsibility of Contractor for warranties, insurance, indemnity, record-keeping or compliance with laws with respect to this Contract shall not be invalidated due to the expiration, termination or cancellation of this Contract.

G. Construction and Interpretation: Contractor and City agree and acknowledge that the provisions of this Contract have been arrived at through negotiation and that each party has had a full and fair opportunity to revise the provisions of this Contract and to have such provisions reviewed by legal counsel. Therefore, any ambiguities in construing or interpreting this Contract shall not be resolved against the drafting party. The titles of the various sections are merely informational and shall not be construed as a substantive portion of this Contract.

H. Waiver: The waiver at any time by any party of any of its rights with respect to a default or other matter arising in connection with this Contract shall not be deemed a waiver with respect to any subsequent default or other matter.

I. Severability: The invalidity, illegality or unenforceability, of any provision of this Contract shall not render the other provisions invalid, illegal or unenforceable.

J. No Third Party Beneficiary: It is expressly understood and agreed that the enforcement of these terms and conditions shall be reserved to the City and Contractor. Nothing contained in the agreement shall give or allow any claim or right of action whatsoever by any third party. It is the express intent of the City and the Contractor that any such person or entity, other than the City or Contractor, receiving benefits or services under this agreement shall be deemed as incidental beneficiary.

K. Non-Discrimination/Non-Preferential Treatment Statement: In performing this Contract, the parties shall not discriminate or grant preferential treatment on the basis of race, sex, color, age, religion, sexual orientation, disability, ethnicity, or national origin, and shall comply to the fullest extent allowed by law, with all applicable local, state, and federal laws relating to nondiscrimination.

L. Authority to Execute: The person or persons executing this Contract on behalf of the Contractor warrant and represent that they have the authority to execute this Contract on behalf of their agency and further warrant and represent that they have the authority to bind Contractor to the performance of its obligations hereunder.

M. Dispute Resolution: Prior to either party commencing any legal action under this Contract, the parties agree to try in good faith, to settle any dispute amicably between them. If a dispute

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has not been settled after forty-five (45) days of good-faith negotiations and as may be otherwise provided herein, then either party may commence legal action against the other.

N. Force Majeure: Neither party shall be in default by reason of any failure in the performance of this Contract if such failure arises out of causes beyond its reasonable control. Such causes may include, but are not limited to, acts of God, acts of the public enemy, acts of government in either its sovereign or contractual capacity, acts of the party whose performance is not sought to be excused, fires, flood, weather, epidemics, quarantine restrictions, strikes, freight embargoes, failure of transmission or power supply, mechanical difficulties with equipment which could not have been reasonably forecasted or provided for, or other causes beyond its sole control. The party so affected will resume performance as soon as practicable after the force majeure event terminates.

30. ENTIRE AGREEMENT

This instrument and any attachments hereto constitute the entire Contract between City and Contractor concerning the subject matter hereof and supersedes any and all prior oral and written communications between the Parties regarding the subject matter hereof.

AGREED to this 15th day of July, 2010, by the Parties as follows:

Approved to as form:

CONTRACTOR

By: _____
Attorney for Contractor

By: Bryan Szeremi
Bryan Szeremi, Owner/Vice President

Approved to as form:

CITY OF ELK GROVE

By: Susan Burns Cochran
Susan Burns Cochran, City Attorney

By: Laura S. Gill
Laura S. Gill, City Manager

Attest to:

Jason Lindgren
Jason Lindgren, Interim City Clerk

Dated: July 15, 2010

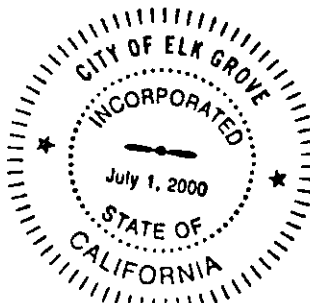




EXHIBIT A

Scope of Work

The Contractor shall provide at his/her own risk and cost all labor, materials, tools, equipment, transportation, hauling, dumping (and fees), and incidentals necessary to perform street sweeping work as directed herein.

CONTRACTORS STANDARDS OF PERFORMANCE, WORKMANSHIP, RESPONSIBILITIES AND QUALIFICATIONS

Contractor shall provide sweeping activities for clean condition in curbs, gutters and roadways. A clean condition is defined as the absence of residue. Contractor shall provide sweeping operations which include as many passes as necessary to leave the street in a clean condition.

The Contractor shall provide a level of maintenance and performance that will present a clean, neat and trim appearance at all times. Contractor shall perform work contemplated herein in a good and workmanlike manner to the satisfaction of the City. The City's representative shall be the sole judge as to whether Contractor's work conforms to the specifications.

Contractor and their staff shall meet the following qualifications:

- a. All services shall be performed by a person(s) with at least one (1) year of relevant experience which has been directly employed and supervised by the Contractor or Subcontractor.
- b. Contractor shall have adequate equipment and employ adequate staff to maintain facilities.
- c. Contractor shall provide criminal background checks for employees as required or deemed necessary by the City.

Contractor shall attempt to maintain the same crew during the life of the contract. If staff changes are necessary the Contractor shall notify the City in writing of the proposed change and the duration of the staff change.

QUALITY ASSURANCE INSPECTORS

Quality Assurance Inspectors are the authorized representatives of the City. Their duty is to inspect materials and workmanship of those portions of the work to which they are assigned, either individually or collectively, under instructions of the City, and to report deviations from the Contract.



Quality Assurance Inspectors may stop work for health and safety issues and storm water quality issues as necessary to protect against imminent threats to health, safety or the environment. Contractor shall be responsible for all costs associated with stopped work if Contractor is responsible for or otherwise the cause of the threat.

The Contractor shall accomplish all sweeping activities required under this contract. Contractor shall maintain a log which indicates dates, times, streets and miles swept. The log shall be forwarded to the City on a monthly basis and shall also be available for inspection by the City.

Contractor shall provide the following services as indicated on Exhibit B(1):

- Residential Sweeping
- Residential Street Leaf Pick-Up
- Arterial and Collector Street Sweeping
- Intersection Sweeping
- Emergency Services
- Disposal Sweeping
- Commercial and Industrial Sweeping

General Provisions

DEFINITIONS

The intent and meaning of the following, whenever they appear in this Scope of Services, shall be interpreted as follows:

Approved Work Program - plans and/or documents describing the scheduling and costs of specific management and/or maintenance tasks to be performed which have been submitted by Contractor to the City and subsequently approved by the City.

City - The City of Elk Grove, also referred to as the Owner, or the person designated by the City as its representative acting either directly or through properly authorized agents acting within the scope of the particular duties delegated to them.

Contractor - the person or persons including all personnel, firm, partnership or corporation or other entity that has entered into the Contract with the City to perform the Work.

Extra Work - Work not covered under the original bid that requires a Contract Change Order, when determined by the City in its sole discretion. Routine Maintenance items are not Extra Work. Non-Routine Maintenance items are only Extra Work if the actual quantity used exceeds the original bid quantity. Any additional landscape areas added by the City (New Areas of Work) are Extra Work.

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New Areas of Work - Areas that are not currently part of the Approved Work Program that may require Routine Maintenance services during the Contract term.

Routine Maintenance – Items that are a part of the regular course of street sweeping are included in the Contract.

Standard Construction Specifications - The most current Standard Construction Specifications and revisions as adopted by the City of Elk Grove.

State Standard Specifications - the most current Standard Specifications issued by the State of California Business and Transportation Agency, Department of Transportation.

Subcontractor - as the term is used herein includes only those having a direct contract with the Contractor and it includes one who furnishes material and services for the work.

LICENSE REQUIREMENTS

Any professional certifications or licenses that may be required shall be the sole cost and responsibility of the Contractor. The Contractor shall hold such licenses as may be required by the laws of the State of California Contractors State License Board for the performance of the work specified in this Scope of Services.



SPECIFICATIONS

The work described herein shall be done in accordance with the City of Elk Grove Standard Construction Specification and Plans and the Scope of Services. In the event of any conflict in this contract, the terms of said documents shall control each over the other, in the following order:

1. Permits from other agencies
2. Supplemental to written Contract
3. Contract
4. Contract Special Provisions
5. Contract General Provisions

Where the specifications describe portions of the work in general terms but not in complete detail, it is understood that only the best general practice is to prevail and that only materials and workmanship of the first quality are to be used.

AUTHORITY AND COMPLIANCE WITH APPLICABLE LAW

Contractor shall do all work and furnish all labor, materials, tools, equipment, supplies and appliances necessary or proper for performing and completing the work in accordance with the Contract Documents, except as otherwise provided herein.

Contractor shall have the sole right to control the details, means and methods of the services performed by Contractor as defined in the Contract, including but not limited to the services of its subcontractors; except for specific tasks where the details, means and/or methods are specified by City policy, City procedure, state, federal or local laws or ordinances, codes, rules and for other regulations which may affect the work to be performed under the Contract, including but not limited to the City of Elk Grove Standard Construction Specifications, and the State of California Department of Transportation Standard Plans and Specifications.

Contractor is further directed to the following non-exhaustive list of laws relating to the work to be performed pursuant to this Contract, which may not apply: work hours (Labor Code sections 1810 - 1815); the payment of prevailing wages (Labor Code section 1720 *et seq.*); payroll records (Labor Code section 1776; Cal Code Regs., tit. 8, sections 16000 and 16401 - 16403); the employment of apprentices (Labor Code section 1777.5); the Fair Labor Standards Act of 1938 as amended (29 U.S.c. 3201 *et seq.*) as applicable; the use of pesticides; public contracting and subcontracting (Pub. Contract Code sections 20161, 20162 and 4113 *et seq.*); the California Occupational Safety and Health (Labor Code section 6300 *et seq.* including all applicable Title 8 Safety Orders issued by the State of California Occupational Safety and Health Administration (Cal/OSHA), Construction Safety Orders and Traffic Control Plans (TCP) and/or federal law); CEQA (Pub. Res. Code section 21000 *et*



seq.); excavation and trench safety (Labor Code section 6500 *et seq.*); the Vehicle Code (Divisions 11 through 15); and any applicable licenses and/or permits whether from the City, the Corps of Engineers and/or the Department of Fish and Game.

Safety is a prime consideration in City contracts. Contractor shall conform to applicable occupational safety and health standards, rules, regulations, and orders established by the State of California or Federal Government. Contractor shall, upon request, submit to the City a copy of their Injury Illness Prevention Program (IIPP) (including Site Safety Plan and Code of Safe Work Practices) for review. Contractor is required to fulfill the requirements of these programs during the prosecution of their work.

Contractor shall comply with the provisions of the California Environmental Quality Act of 1970 (CEQA) as may be applicable to permits, licenses, and other authorizations that Contractor needs to obtain from local agencies in connection with performing the work.

The City shall decide questions regarding the amount, quality and acceptability of materials furnished, work performed, and rate of progress of the work to be performed for which payment is to be made under the Contract. The City shall decide questions regarding the interpretation and fulfillment of the Contract on the part of Contractor.

UNIFORMS AND DRESS

Field personnel shall wear highway orange sleeved shirts and long trousers. A name tag and/or company logo may be shown on the right breast pocket area or on the sleeve. During inclement weather and cold weather, the outer garment shall be at the discretion of the Contractor. Other garments for field personnel shall be at the discretion of the Contractor, but shall be chosen to present a professional appearance and provide adequate protection of workers. Clothing for office and management staff shall be chosen to present a professional appearance, appropriate to the work environment.

Uniforms shall be clean at the start of each workday. Shirts shall be buttoned to the top of the v-neck. Sleeves shall not be rolled. Headgear shall not have logos for other organizations or business entities.

At night or in the daytime when outer garments are not highway orange in color, reflective vests shall be worn in the field (ANSI 107 Class 2 minimum).

In addition of these requirements, Contractor and Contractor's Personnel shall wear appropriate personal safety equipment and garments when required by any law, statute or ordinance.



Payment for uniforms and personal protective equipment shall be the responsibility of the Contractor.

No additional compensation shall be allowed for uniforms and personnel equipment.

VEHICLES, EQUIPMENT AND MAINTENANCE REQUIREMENTS

Vehicles and equipment used by Contractor within the City shall at all times be maintained in good and safe mechanical condition, clean and free of leaks, and must otherwise conform to all federal, state, and local laws and safety regulations, including, but not limited to, the use of alarms when backing. Machines must be properly registered and insured in accordance with state law and this Contract. Contractor shall take necessary precautions for the safe operation of its equipment and the protection of the public from injury and damage from such equipment.

Contractor shall not use any equipment in the performance of this or any Contract within the City, which is older than ten (10) years in age unless by express written approval of the City.

Contractor shall equip personnel and vehicles with communications equipment adequate for direct communication among the equipment operators, field supervisor, and City personnel. Vehicles shall also be equipped with appropriate safety features including, but not limited to, light bars, fire extinguishers, broom and first aid kits. Equipping personnel and vehicles in this manner shall be completed at Contractor's sole cost and expense and shall be functional at all times. Contractor shall be responsible for normal maintenance of communications equipment during the term of the Contract.

Contractor's vehicles equipped with hydraulic hosing/tanks and/or chemical spray lines/tanks shall carry spill kits with containers, pans, and absorbent, to capture and contain any accidental leak of hydraulic fluid.

The City may from time to time provide Contractor with government-owned equipment for use in performing specific tasks. Such equipment shall be maintained and cared for in accordance with the manufacturer's recommended maintenance schedules. Contractor shall operate the equipment only with qualified operators and shall secure the equipment against damage and theft. Operators shall be properly licensed to use such equipment.

COMPLAINTS

The Contractor shall direct all public comments concerning the quality of work and performance of Contractor to the City's Public Works maintenance request phone number or website. For any public comments that require action by the Contractor, the City will provide the Contractor with a Work Order. The Contractor shall perform work required by the Work



Order within 24 hours. Contractor shall pay the City \$50 per occurrence whenever it takes longer than 24 hours for the Contractor to perform work identified in Work Order.

COOPERATION WITH OTHERS AND SEPARATE CONTRACTS

The City, adjacent property owners, or other Contractors may perform work adjacent to or within the work area concurrent with Contractor's operations. Contractor shall conduct operations to minimize interference with the work of other forces or contractors. Any resolution by the City shall be final, and shall not be considered extra work.

The City has other Contractors providing other maintenance services. The Contractor shall afford other contractors reasonable opportunity for the delivery and storage of their materials and the execution of their work and shall coordinate the Contractor's work with the other affected contractors and vice versa.

CONTRACT CHANGE ORDERS

- a) **ADDITIONS AND DELETIONS:** The City reserves the right to add, delete, or change areas under the contract and may do so upon giving written notice to the Contractor. Some of these changes may be identified in the contract special provisions as "Extra Work". If these changes cause an increase or a reduction in the maintenance costs of the agreement, an appropriate adjustment of compensation will be incorporated into the agreement through a Contract Change Order. Any work performed in advance of a written Contract Change Order will be considered as part of the normal contracted work and no additional compensation shall be provided.

Notwithstanding the provisions listed above, when a condition exists where there is imminent danger of injury to the public or damage to property, the City may verbally authorize the work to be performed upon receiving a verbal estimate from the Contractor. However, within twenty-four (24) hours after receiving a verbal authorization, the Contractor shall submit a written estimate to the City for approval.

b) CONTRACT CHANGE ORDER PROCEDURE

- 1. **Scoping.** When requested by the City, the Contractor shall prepare and submit a written description of the extra work with an estimate of labor and materials. Contractor shall obtain all necessary measurements for and from the work, and shall check dimensions, elevations, and grades for layout of the work and shall supervise such work; the accuracy for which Contractor shall be responsible. Contractor is responsible for adjusting, correcting, and coordinating the work of subcontractors so that no discrepancies result.



2. **Cost Approval.** The City shall review and approve or reject the price for the work including supplier or subcontractors where applicable. If the City approves the proposal for extra work, the City will deliver to the Contractor an executed Contract Change Order.
3. **Supervision.** Contractor shall manage the execution of all additional work ensuring the quality and timely completion. Contractor shall be responsible for and warranty completed work. When a subcontractor is used, the responsibility for every portion of the work shall remain with Contractor.
4. **Cost Records.** Contractor shall maintain detailed hourly records for each day of labor, Contractor equipment, materials, and installed equipment itemized by tasks performed.

Upon reasonable notice and during normal business hours, the City shall have access to the Contractor's and any subcontractors' records for the purpose of verifying, auditing, and evaluating the accuracy of cost and pricing data submitted by Contractor.

c) **FORM:** Proposals for extra work and/or services to be performed shall be legible, and shall be properly signed in longhand by an authorized agent of the Contractor. The cost portion of the proposal shall be made in clearly legible figures as follows:

1. **Unit Price Proposal.** Where the proposal for an item of work is to be submitted on a unit price basis, Contractor shall provide a unit price as total compensation for completion of one (1) unit of the work described under that item.
2. **Lump Sum.** Where the proposal for an item of work is to be submitted on a "Lump Sum" or "Job" basis, a single lump-sum price shall be submitted. Proposals on a lumpsum basis shall result in a complete structure, operating plant, system, or project component, in satisfactory working condition with respect to the functional purposes of the installation, as described in the Contract, and no extra compensation shall be provided.
3. **Time and Materials.** Where the proposal for an item of work is to be submitted on a "Time and Materials" basis, Contractor shall bid a unit price as total compensation for completion of one (1) hour of each labor type or equipment type as utilized in performing the work described.



SUBCONTRACTORS

Any subcontractor used by Contractor shall be licensed under the provisions of Chapter 9, Division 3, of the Business and Professions Code to do the type of work for which they are contracted and/or subcontracted, and shall be skilled and regularly engaged in the general class or type of work called for under their contracts and subcontracts. License numbers and shall be provided to the City. All subcontractors must furnish satisfactory evidence that he/she/it has the requisite experience and ability, and has sufficient capital and facilities to enable the subcontractor to prosecute the work successfully and promptly, and to complete the work in a timely manner.

When a subcontractor is used, the responsibility for every portion of the work shall remain with Contractor. No subcontractor shall be recognized as having a direct contractual relationship with the City. The City shall deal only with Contractor who is responsible for the proper execution of the work. Contractor shall pay valid claims of subcontractors, suppliers, and workmen with respect to the work when due.

Pursuant to Public Contract Code Section 6109, Contractor may not perform public works projects work with a subcontractor who is ineligible to perform work on public works projects pursuant to Labor Code Sections 1777.1 and 1777.7.

Contractor shall include provisions in every subcontract that the Contract between the Contractor and the City is part of the subcontract, and that all terms and provisions of the Contract are incorporated into any subcontract. Copies of all subcontracts shall be available to the City upon request.

No subcontract shall be awarded until such time as required Contractor has submitted insurance.

PROVISIONS FOR EMERGENCIES

The City may provide necessary labor, material and equipment to correct any emergency resulting from Contractor's operation including noncompliance with the Contract, public convenience, safety, traffic control, and protection of work, persons and property. The nature of the emergency may prevent the City from notifying the Contractor prior to taking action. The costs of such labor, material, and equipment may be deducted from monthly payments if Contractor caused the Emergency.

The performance of such emergency work under the direction of the City shall not relieve Contractor from any damages resulting from the emergency.



Contractor shall provide the City with a local or toll-free telephone number which may be contacted during non-business hours, weekends and legal holidays to handle emergency calls.

PUBLIC CONVENIENCE

- a) **Public Convenience.** All work within public streets and/or roadway rights-of-way shall be done in an expeditious manner and cause as little inconvenience to the traveling public as possible. Vehicles, bicycles, and pedestrians must be allowed to pass except during an emergency closure.
- b) **Pedestrian and Bicyclist Access.** Contractor shall not normally block the movement of pedestrian or bicycle traffic and shall provide for pedestrian and bicycle traffic by phasing operations or by providing alternative pedestrian and bicyclist access through or adjacent to work areas for planned work. Proper advance notice signage with reasonable detours will be required in accordance with an approved traffic control plan. Access to pedestrian and bicycle devices at traffic signals shall be safely maintained.
- c) **Written Notification to Residences and Businesses.** Except for emergency closures, Contractor shall notify, in writing, residents and business establishments along the route of the Work at least ten (10) Working Days prior to road closures and at least three (3) Working Days prior to disruption of ingress and egress. The notice provided to the residences or businesses shall include, at a minimum, schedule of closures with estimated closure times, closure location, alternate route or detour, and name and twenty-four (24) hour phone number of a contact person employed by Contractor. Forms to be approved by City.

Contractor shall notify, in writing, residents and business establishments along the route of the work at least three (3) working days prior to placing parking restrictions within the City right-of-way. The notice provided to the residences or businesses shall include, at a minimum, schedule of parking restrictions with estimated times, location, and a name and twenty-four (24) hour phone number of a contact person employed by Contractor. Forms shall be approved by City.

- d) **Access to Driveways, Houses and Buildings.** Access and passable grades shall be maintained for business establishments during work. Safe and passable pedestrian, bicyclist, and vehicular access shall be provided and maintained to fire hydrants, homes, commercial and industrial establishments, churches, schools, parking lots, service stations, motels, fire and police stations, hospitals, and establishments of similar nature. Access to these facilities shall be continuous and unobstructed unless otherwise approved by the City. Ramps and driveways shall not have "lips" or elevation differences greater than three-eighths of an inch (3/8") or one (1) cm. When abutting property owner's access across the right-of-way line is to be eliminated,



repaired, or replaced under the Contract, the existing access shall not be closed until the replacement access facilities are completed and functional.

- e) **Property Damage.** Property damage caused by Contractor shall be repaired at the Contractor's expense to the satisfaction of the City.

The City shall provide Contractor with timely notification of any third party claims received by the City relating to this Contract. Such notification shall not create any rights or obligations on the part of the City to respond or otherwise act on behalf of Contractor with respect to such third-party claims. Contractor shall defend and hold harmless the City from such claims except items arising out of the City's sole negligence or intentional act.

- f) **Erection of Signs to Expedite Passage of Vehicles.** Contractor shall erect such warning and directional signs as necessary or as directed by the City for expediting the passage of public traffic through or around the work and the approaches. Warning and directional signs shall comply with "Public Safety and Traffic Control" standards.
- g) **Traffic Obstructions, Delays and Inconveniences.** Public traffic shall be permitted to pass through the work and Contractor shall conduct operations that offer the least possible obstruction, delay, and inconvenience to the public.
- h) **Work On Private Property.** Contractor must obtain written permission from the owner of any privately owned property (except where valid City/public easements exist) prior to beginning any work, storing materials or otherwise conducting any operations on said property. The written approval from the property owner must be on file with the City before any operations shall be permitted on said property.
- i) **Hazardous Conditions Created.** Whenever Contractor's operations create a condition hazardous to pedestrians, bicyclists, or the traveling public, Contractor shall, furnish, erect and maintain any fences, temporary railing (Type K), barricades, lights, signs and other devices necessary or as directed by the City to prevent accidents or damage or injury to the public or property.

If needed for public use, roadway excavation shall be conducted to maintain a smooth and even surface satisfactory for use by public traffic. The surface of the roadbed shall be kept in a smooth, even condition free of humps and depressions, satisfactory for the use of public traffic as determined by the City.

Temporary facilities that Contractor uses to perform the work or store or stage material or equipment shall not be installed or placed where they shall not interfere with the free



and safe passage of public vehicular, bicycle, or pedestrian traffic.

PUBLIC SAFETY AND TRAFFIC CONTROL

- a) **General.** Traffic controls shall be installed in accordance with the latest edition of the Caltrans "Manual of Traffic Controls for Construction and Maintenance Work Zones". Traffic Control Plans to be approved by City.
- b) **Responsibility for Safety.** It is Contractor's responsibility to provide for public safety and traffic control. The City may review Contractor's operations and inform Contractor if an unsafe or hazardous condition is observed. Contractor may be directed verbally or via directive, letter, or other means to abate the hazard. Contractor must comply with directives for hazard abatement immediately and within the timeframe imposed by the City.
- c) **Removal of Spillage from Roadway.** Contractor shall immediately remove and clean up any spillage resulting from hauling operations along or across any public traveled way.

EXISTING UTILITIES

- a) **General.** Contractor shall coordinate and fully cooperate with the City and utility owners for the location, relocation, and protection of utilities. Contractor shall protect existing utilities whether inside or outside of highway rights-of-way. "Existing utilities" includes traffic control devices, conduits, streetlights, and related appurtenances. Existing utility facilities that are to be relocated, including traffic signals and light poles, shall be relocated prior to paving.
- b) **Utility Locations.** Contractor shall coordinate with appropriate utility companies to determine the locations of existing utility facilities before starting any excavation. Contractor shall utilize the Underground Service Alert (USA) program to assist in locating underground facilities.

Contractor shall notify the affected utility of any contact, scrape, dent, nick, or damage to their facility. The City shall not be responsible for any costs incurred in repairing utility lines damaged by Contractor. In no event shall the City be liable for any further or additional costs resulting directly or indirectly from any such occurrence. Nothing herein shall be deemed to require the City to indicate the presence of existing utility services, laterals, or appurtenances.

- c) **Underground Service Alert (USA).** The City is a member of the Underground Service Alert North (USA) one-call program. Except in an emergency, the Contractor planning



to conduct any excavation shall notify the USA at least two (2) Working Days, but no earlier than fourteen (14) Calendar Days, in advance of performing excavation work. U.S.A. can be reached by calling the toll free number: 800-227-2600. USA does not accept emergency calls. The provisions of Government Code Section 4216 shall be followed. Prior to calling USA, the Contractor shall clearly mark the excavation site with white, chalk based, water-soluble paint in paved areas or flags, stakes, whiskers, or some other approved method, in unpaved areas.

PROPERTY RIGHTS IN MATERIALS

Materials directly purchased for installation on public property shall be the property of the City once purchased and delivered to the City. Contractor shall reasonably safeguard City-owned supplies and materials for performing City operations and maintenance services from damage or pilferage.

Nothing in this Contract shall be construed as vesting in Contractor any right of property in the materials used after they have been installed, attached or affixed to the work, and on which partial payments have been made by the City. Such materials shall become the property of the City, and shall not be removed from the work by Contractor without the City's consent.

WARRANTY

Unless otherwise specified, the warranty time period will be one year after acceptance of work (any portion of the work). If failure of any portion of the work can be attributed to faulty materials, poor workmanship, defective equipment, or any other reason that can be attributed to Contractor's performance, and this failure occurs prior to the end of the specified warranty period, Contractor shall promptly make the needed repairs at Contractor's expense.

ENVIRONMENTAL CONTROLS AT WORK SITE

- a) **Dust Control.** Dust control shall conform to the City Of Elk Grove Standard Construction Specifications.
- b) **Air Pollution Control.** Contractor shall comply with Federal, State, City, and local air pollution control rules, regulations, ordinances, and statutes that apply to the work. Contractor shall also comply with the requirements of any permits issued to the City.
- c) **Burning.** Unless approved by the City in writing, material shall not be burned on site.
- d) **Erosion, Sediment and Water Pollution Control.** Contractor is responsible for compliance with federal, state, City and local permits, rules, regulations, ordinances, statutes, and City directions that apply to erosion, sediment, and water pollution control. Contractor shall protect the local storm drain system from pollution, and shall conduct



and schedule operations to avoid erosion and sediments. Where erosion may cause water pollution due to the nature of the material or the season, Contractor's operations shall be scheduled so temporary or permanent erosion control features are installed concurrently with, or immediately following, grading operations.

Unless specified otherwise in the Contract, work in the City must have a water pollution control program as follows:

- Work disturbing more than the threshold number of acres as defined in the State General Construction Permit [currently one (1) acre] must have a Stormwater Pollution Prevention Plan (SWPPP). For projects disturbing more than one (1) acre, the Contractor must obtain coverage under the permit to Discharge Storm Water Associated with Construction Activity (General Permit) by certifying and filing a Notice of Intent (NOI) with the Regional Board.
- Work involving the grading, filling, excavating, storage, or disposal of three hundred fifty (350) cubic yards or more of soil, or the clearing or grubbing of one (1) acre or more must have a site-specific Erosion and Sediment Control Plan (ESCP).
- Construction and Maintenance activities must comply with the minimum requirements of the City of Elk Grove Municipal Code and the Citywide NPDES Permit.

Before starting any particular work, unless prepared by the City, Contractor shall develop a program to comply with the provisions noted above regardless whether formal plans are required. When requested by the City, Contractor shall submit the program for review.

Best management practices (BMPs) shall be employed for all activities. Contractor shall perform routine inspection and maintenance of BMP's. Inspections shall be done prior to, during, and after each rain event. Contractor is responsible for preparing and maintaining inspection and monitoring records; and for including those records in the SWPPP or, in the case of Erosion and Sediment Control Plans, the site or project Maintenance Log, copies of which shall be available to the City for review upon request.

Any fines or delays, including third-party claims, levied against the City as a result of Contractor's non-compliance are Contractor's sole responsibility.



- e) **Control of Water in the Work.** When groundwater or surface run-off water is encountered, Contractor shall furnish, install, maintain, and operate all necessary machinery, appliances, and equipment to keep excavations and wet areas reasonably free from water. De-watering operations shall remain in effect until the Work has been completed, inspected, and approved, and danger of flotation and other damage is eliminated. Contractor is not allowed to dispose of any water that contains sediment or other contaminants into the Storm Drainage system without first performing adequate treatment. Contractor is responsible for providing filtration, settlement, or disposal facilities.
- f) **Noise Control.** Contractor shall comply with local noise control and noise level rules, regulations, and ordinances that apply to the work. Internal combustion engines used for any purpose on the work must be equipped with a muffler recommended by the manufacturer.
- g) **Contaminated and Hazardous Materials or Environments.**
1. **Contaminated or Hazardous Materials.** Contractor shall comply with federal, state and local rules, regulations, ordinances, and statutes that apply to the handling, storage, and disposal of contaminated and hazardous materials. Work involving material containing asbestos must be performed in accordance with California Labor Code, Sections 6501.5 through 6510 and California Code of Regulations, Title 8, Section 5208 and any other pertinent regulations.
 2. **Hazardous Environments.** Existing sewers and appurtenances exposed to sewage and industrial wastes are considered contaminated with disease-causing organisms. Contractor shall advise all personnel (including subcontractor personnel) in contact with contaminated facilities, debris, wastewater, or similar items of the necessary precautions to avoid disease. It is Contractor's responsibility to urge all personnel to observe a strict regimen of proper hygienic precautions, including any inoculations recommended by the local public health officer.
- h) **Sanitary Regulations.** Contractor shall comply with federal, state and local rules, regulations, ordinances, and statutes with respect to sanitation. Contractor shall obey and enforce such sanitary requirements, and shall take precautions against contagious or infectious diseases. Sanitary conveniences for the use of the workers shall be obscured from the public and constructed or installed and maintained by Contractor. Contractor shall strictly enforce use of such facilities.
- i) **Cleaning Up.** Contractor shall keep any site in a neat and presentable condition. Contractor shall dispose of surplus materials, clean out drainage ditches and structures,



and repair any fences or other property damaged during the progress of the work. When material is disposed of outside of an easement, street, or highway right-of-way, or other City-owned properties, Contractor shall do so as directed by the City.

- j) Preservation of Property.** Roadside trees and shrubbery that are to remain, pole lines, fences, signs, traffic control devices, striping, survey markers and monuments, buildings and structures, conduits, under- or above-ground pipelines, and any other improvements and facilities shall be protected from injury or damage. Contractor shall provide and install suitable safeguards to protect such objects from injury or damage. If such objects are injured or damaged by reason of the Contractor's operations, said objects shall be replaced or restored at Contractor's expense to a condition as good as when Contractor entered upon the work.
- k) Protection of Existing Vegetation.** Trees, lawns, and shrubbery which are damaged or removed because of Contractor's operations shall be restored or replaced in as nearly the original condition and location as reasonably possible. That portion of trees or shrubs extended into the street past the face of the curb is excluded.

Special attention shall be given to protection of certain native and ornamental trees or shrubs, landmark trees, and native oak trees. No native oak trees shall be removed or disturbed unless specifically designated for removal by the City. Every reasonable effort shall be made to avoid creating conditions adverse to the tree's health. The natural ground within the drip line of protected trees shall remain as undisturbed as possible. Protected trees within the work area that require pruning for clearance shall be pruned prior to commencement of work.

- l) Streambed Protection.** When working within the low flow area of a streambed/watercourse, permits may be required from the State of California Department of Fish and Game and/or the US Army Corps of Engineers. The City shall normally obtain the necessary permits prior to Contractor performing work within a streambed. Contractor shall abide by all the provisions and requirements of any state or federal permit issued.



Special Provisions

STREET SWEEPING

The Contractor shall provide at his/her own risk and cost all labor, materials, tools, equipment, transportation, hauling, dumping (and fees), and incidentals necessary to perform street sweeping work as directed herein.

Sweeping activities shall provide for a clean condition in curbs, gutters and roadways. A clean condition is defined as the absence of residue. Sweeping operations shall include as many passes as necessary to leave the street in a clean condition.

SCHEDULING OF WORK

The Contractor shall accomplish all sweeping activities required under this Contract in compliance with the City's noise standards of the General Plan and the Municipal Code. Contractor shall maintain a log which indicates dates, times, streets and miles swept. The log shall be forwarded to the City on a monthly basis and shall also be available for inspection by the City.

Any work done on weekends or holidays must be approved in advance by the City.

The Contractor shall conduct the work at all times in a manner, which shall not interfere with pedestrian traffic on adjacent sidewalks or vehicular traffic on adjacent streets. Care shall be taken to avoid areas around schools during drop off and pick up times for children attending school.

AREAS OF WORK

Work sites to be included under Sweeping are within the City's limits. Maps showing the areas of work are listed in Exhibit B(1).

MATERIALS

Upon execution of the contract, the Contractor shall submit a list to the City of all materials that the Contractor proposes to use in the execution of this work. The list shall also include suppliers the Contractor will be using for materials on this contract. Products on the list shall not be used until the list is approved by the City. Contractor shall notify the City and receive approval when any changes are made to the material list. The City at any time, can request receipts for material supplied and Contractor shall furnish receipts within two (2) working days of such notification.



RESIDENTIAL STREET SWEEPING

Residential Streets are defined as all paved and public streets which are not identified as commercial/industrial, arterial or private streets. Residential streets, including any center or median strips, shall be swept six (6) times a year, every other month. All residential sweeping shall be completed the designated month. Hours of operation shall be 8:00 am - 5:00 pm, Monday - Friday (excluding City designated Holidays).

Measurement and Payment

The contract unit price paid per CURB MILE for RESIDENTIAL SWEEPING shall include full compensation for furnishing all labor, materials, tools, equipment, disposal, and incidentals and for doing all work involved in residential sweeping, as specified in these provisions, and as directed by the Engineer.

RESIDENTIAL STREET LEAF PICK UP

Residential Streets are defined as all paved and public streets which are not identified as commercial/industrial, arterial or private streets shall require a cyclical pick up of leaves. All leaf pickup from streets shall include any center or median strip and shall be swept four (4) times a year during the months of December and January. This period may begin earlier or end later depending on leaf drop and at the direction of the City. Each cycle must be completed in five (5) working days. Hours of operation shall be 8:00 am - 5:00 pm, Monday - Friday (excluding City designated Holidays).

Measurement and Payment

The contract unit price paid per CURB MILE for RESIDENTIAL LEAF PICK UP shall include full compensation for furnishing all labor, materials, tools, equipment, disposal and incidentals and for doing all work involved in residential leaf pick up, as specified in these provisions, and as directed by the Engineer.

ARTERIAL & COLLECTOR STREET SWEEPING

Streets, including any center or median strips, shall be swept pursuant to Exhibit B(1) and Exhibit B(2). Hours of operation shall be no earlier than 10:00 pm - 6:00 am, Monday - Friday (excluding City designated Holidays).

Measurement and Payment

The contract unit price paid per CURB MILE for ARTERIALSWEEPING shall include full compensation for furnishing all labor, materials, tools, equipment, disposal, and incidentals and for doing all work involved in arterial sweeping, as specified in these provisions, and as directed by the Engineer.



COMMERCIAL/INDUSTRIAL STREET SWEEPING

Streets, including any center or median strips, shall be swept pursuant to Exhibit B(1) and Exhibit B(2). Hours of operation shall be no earlier than 10:00 pm - 6:00 am, Monday - Friday (excluding City designated Holidays).

Measurement and Payment

The contract unit price paid per CURB MILE for COMMERCIAL/INDUSTRIAL SWEEPING shall include full compensation for furnishing all labor, materials, tools, equipment, disposal, and incidentals and for doing all work involved in commercial/industrial sweeping, as specified in these provisions, and as directed by the Engineer. (See Exhibit C).

INTERSECTION SWEEPING

Intersections shall be swept eighteen times per year, two (2) times per month April through September and one (1) time per month October through March. All areas and corners of the intersection shall be swept, including at least ten (10) feet past the corner into the through lane(s). Hours of operation shall be no earlier than 10:00 pm - 6:00 am, Monday - Friday (excluding City designated Holidays)

Measurement and Payment

The contract unit price paid per EACH for INTERSECTION SWEEPING shall include full compensation for furnishing all labor, materials, tools, equipment, disposal, and incidentals and for doing all work involved in intersection sweeping, as specified in these provisions, and as directed by the Engineer.

EMERGENCY SERVICES

Twenty-four hours per day, seven (7) days per week, the Contractor shall be able to receive and respond to the City for emergency services. Response time shall be one (1) hour or less to remove and eliminate a public safety hazard. Contractor shall provide the City with a local telephone number where Contractor can be contacted twenty-four (24) hours per day, seven (7) days per week.

Failure to provide emergency response within the time allotted shall be justification for contract termination. At the City's sole discretion, Contractor will be notified of contract termination should the City find the Contractor unresponsive to emergency response.

Measurement and Payment

The contract unit price paid per HOUR for EMERGENCY RESPONSE shall include full compensation for furnishing labor and vehicle and incidentals in performing Emergency Response (Non-Hazardous) as specified in these provisions, and as directed by the City.



DELAYS IN SCHEDULE

In the event of inclement weather, Contractor shall not be required to perform scheduled sweeping or leaf pick up. A proposed make-up schedule shall be provided to the City. In the event of a mechanical breakdown, Contractor shall notify the City and resume services within two (2) hours. Failure to resume service as described shall be considered breach of contract.

CALCULATING MILES FOR SWEEPING

Miles of sweeping shall be calculated according to actual curb miles swept and not based on machine odometer readings. Contractor shall have thirty (30) days after initial sweeping of residential, commercial and arterial streets to dispute quantity of curb miles. Dispute shall be in writing with details of locations and reason for adjustments. Disputes after thirty (30) days of initial sweeping shall not be considered by the City.

Streets added to the City during the term of the Contract, either by new construction or annexation, shall be swept according to a City approved schedule. The additional cost for sweeping these streets shall be based on the per mile cost set forth in the Exhibit C.

The City reserves the right to reduce the number of curb miles to be swept within a given year without incurring an increase in the agreed per-curb mile cost for that year.

DISPOSAL OF SWEEPINGS

Contractor shall be responsible for all materials swept and shall properly dispose all materials collected. Contractor may make arrangements with a local property owner to temporarily store the material picked up from the sweeping operation. Storage of said material shall be in strict compliance with any applicable codes or regulation, including those which may govern storm water runoff. Cost of storage, removal, and disposal shall be the responsibility of the Contractor and shall be included in the unit cost per curb mile for each activity of street sweeping and no additional compensation shall be allowed.

WATER

Contractor shall provide sufficient water for the street sweeping equipment necessary to comply with this Contract and to ensure curb and gutter are left in a clean condition and dust control is properly maintained. Contractor shall be responsible for obtaining and paying all associated cost in obtaining water. Cost of water shall be included in the unit cost per curb mile for each activity of street sweeping and no additional compensation shall be allowed.



EQUIPMENT AND OPERATION

The sweeper shall be operated at a safe speed which shall allow for maximum debris pick up. Recommended speeds are 3 to 5 miles per hour in heavy build up of debris and 6 to 8 miles per hour in light buildup. Sweeper shall be regenerative air or vacuum sweepers.

NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) REQUIREMENTS

In order to comply with the Sacramento County Urban Runoff Program and the requirements of the NPDES Permit the Contractor shall track all curb miles swept by road classification and cubic yards/tons of waste collected and removed. Contractor shall report this information to the City monthly.

HAZARDS AND NUISANCES

During sweeping operations, Contractor shall report any hazards seen (i.e. spills, non-functioning signals, large obstructions in roadways etc.) or nuisances (i.e. abandoned vehicles, etc.) to the City as soon as possible.

ADDITIONAL SERVICES

All non-routine maintenance services or additional non-scheduled services must be approved by the City prior to the Contractor performing the work.

CORRECTIONS

If there are parts of the Contractor's work that do not conform to the specifications, Contractor will be notified in writing of the need for correction. If Contractor fails to correct any deficiencies within five (5) working days, the City may arrange to have the deficiencies corrected and deduct the cost to correct the deficiency from any amounts due to the Contractor. Contractor shall provide written confirmation with one (1) calendar day of the completion of the work. There shall be no delay of regular maintenance to complete corrections.

NEW MAINTENANCE AREAS

Additional routine street sweeping areas of work shall be added under the contract. If additional areas of work are added, a contract amendment shall be issued for the new areas of work. The additional cost for the new areas of work shall be calculated using the Schedule of Values.



EXHIBIT B

Schedule of Performance

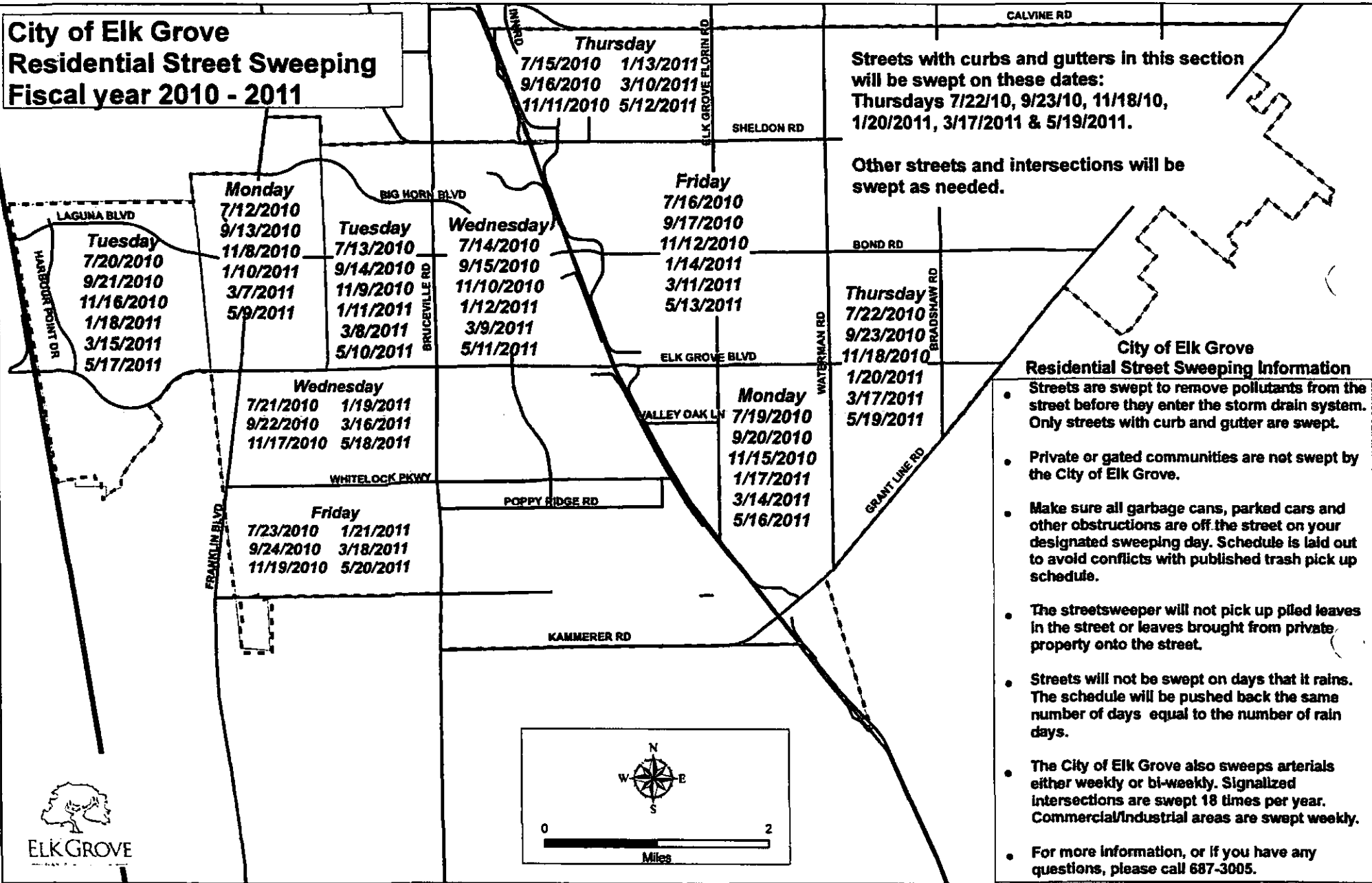
Exhibits B(1) and B(2) indicate where and when crews shall work and work to be followed in the performance of this contract. The schedule reflects all work and any necessary changes to the schedule shall be reported immediately to the City.

Any work done on weekends or holidays must be approved in advance by the City.

The Contractor shall conduct the work at all times in a manner, which shall not interfere with pedestrian traffic on adjacent sidewalks or vehicular traffic on adjacent streets. Care shall be taken to avoid areas around schools during drop off and pick up times for children attending school.

EXHIBIT B(1)

City of Elk Grove Residential Street Sweeping Fiscal year 2010 - 2011



Streets with curbs and gutters in this section will be swept on these dates:
Thursdays 7/22/10, 9/23/10, 11/18/10, 1/20/2011, 3/17/2011 & 5/19/2011.

Other streets and intersections will be swept as needed.

City of Elk Grove Residential Street Sweeping Information

- Streets are swept to remove pollutants from the street before they enter the storm drain system. Only streets with curb and gutter are swept.
- Private or gated communities are not swept by the City of Elk Grove.
- Make sure all garbage cans, parked cars and other obstructions are off the street on your designated sweeping day. Schedule is laid out to avoid conflicts with published trash pick up schedule.
- The streetsweeper will not pick up piled leaves in the street or leaves brought from private property onto the street.
- Streets will not be swept on days that it rains. The schedule will be pushed back the same number of days equal to the number of rain days.
- The City of Elk Grove also sweeps arterials either weekly or bi-weekly. Signalized intersections are swept 18 times per year. Commercial/Industrial areas are swept weekly.
- For more information, or if you have any questions, please call 687-3005.

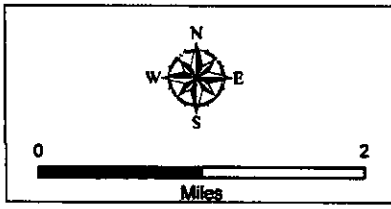
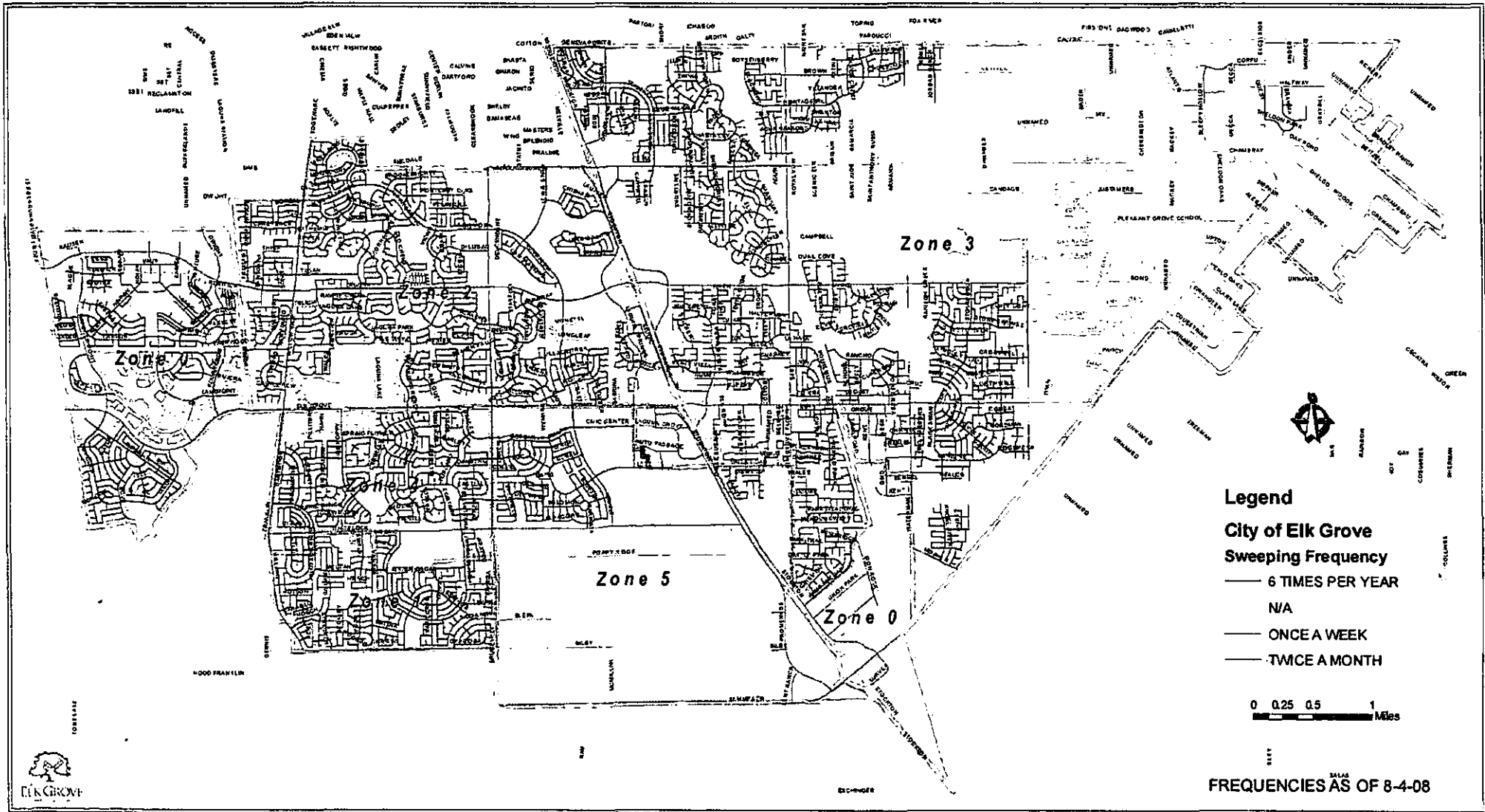


EXHIBIT B(2)

CITY OF ELK GROVE STREET SWEEPING FREQUENCY MAP



City of Elk Grove
Szeremi Sweeping Service
Re: Citywide Sweeping Maintenance Service



EXHIBIT C

Compensation and Method of Payment

The Contractor shall be paid monthly based on the units and quantities per Exhibit C(1). The Contractor shall be paid upon submittal of a monthly invoice showing completion of the tasks that month, including the services rendered.

Under no circumstances will the aggregate amount paid under this Contract exceed the amount specified in Section 4A above and if the Contract is approved by the City Manager, all compensation paid to Contractor each year shall meet the cost limitation set forth in City of Elk Grove Municipal Code Chapter 3.42.



EXHIBIT C(1)

STREET SWEEPING SCHEDULE

Item	Sect.	Description	Annual Quantity	Unit	Unit Price	Annual Total Cost
ZONES 0 THRU 4						
1	S.4	Residential Street Sweeping	4,082.76	CURB MILE	\$ 13.34	\$ 54,464.02
2	S.5	Residential Street Leaf Pick up	505.6	CURB MILE	\$ 27.64	\$ 13,974.78
3	S.6	Arterial Street Sweeping	4,497.32	CURB MILE	\$ 12.45	\$ 55,991.63
4	S.7	Commercial/Industrial Street Sweeping	531.96	CURB MILE	\$ 12.45	\$ 6,622.90
5	S.8	Intersection Sweeping	1,620.00	EACH	\$ 20.17	\$ 32,675.40
ZONE 5						
6	S.4	Residential Street Sweeping	176.4	CURB MILE	\$ 12.45	\$ 2,196.18
7	S.6	Arterial Street Sweeping	588.12	CURB MILE	\$ 12.45	\$ 7,322.09
8	S.8	Intersection Sweeping	108	EACH	\$ 20.17	\$ 2,178.36
All Zones						
9	S.9	Emergency Response	100	Hourly	\$ 80.00	\$ 8,000.00
Total Annual Street Sweeping:						\$ 183,425.37

Street Maintenance Zone | STREET SWEEPING MATRIX

ZONE 1 (MCE D1)			Zone (ICE D3) Cont'd.		
Item	Qty		Item	Qty	
Residential Sweeping	69.62		Intersection Sweeping		
Arterials			Elk Grove Blvd @ Freeway Entry E/O Hwy 99		
Bilby Rd	1.60		Elk Grove Blvd @ Emerald Vista Dr / East Stockton Blvd		
Bruceville Rd	1.00		Elk Grove Blvd @ Emerald Oak Dr		
Poppy Ridge Rd	7.60		Elk Grove Blvd @ Williams Dr		
Willard Pkwy	4.10		Elk Grove Blvd @ Elk Grove - Florin Rd		
Intersection Sweeping			Bond Rd @ Freeway Entry / Exit E/O Hwy 99		
Whitelock Pkwy @ Franklin Rd			Bond Rd @ East Stockton Blvd		
Whitelock Pkwy @ Franklin High School Parking Lot			Bond Rd @ Elk Crest		
Whitelock Pkwy @ Franklin High Rd			Bond Rd @ Emerald Crest Dr		
Bruceville Rd @ Bilby Rd			Bond Rd @ Terra Linda Dr		
Willard Pkwy @ Matina Dr			Bond Rd @ Laguna Creek Bridge		
Willard Pkwy @ Bilby Rd			Bond Rd @ Elk Grove - Florin Rd		
			Bond Rd @ Waterman Rd		
			Sheldon Rd @ East Stockton Blvd		
			Sheldon Rd @ Power Inn Rd		
			Sheldon Rd @ Vitina Dr		
			Sheldon Rd @ Springhurst Dr / Freesia Dr		
			Sheldon Rd @ Elk Grove - Florin Rd		
			East Stockton Blvd @ Hampton Oak Dr		
			East Stockton Blvd @ Market Place 99 Driveway		
			Power Inn Rd @ Monterey Trail High School		
			Power Inn Rd @ Edward Harris Middle School		
			Power Inn Rd @ Vista Brook / Villanueva		
			Elk Grove - Florin Rd @ Valley Oak Lane		
			Elk Grove - Florin Rd @ 2nd Ave		
			Elk Grove - Florin Rd @ La Haya Dr		
			Elk Grove - Florin Rd @ Halverson Dr		
			Elk Grove - Florin Rd @ West Camden Dr		
			Elk Grove - Florin Rd @ Heritage Hill Dr / Black Kite Dr		
Zone 2 (MCE D2)			Zone 4 (MCE D4)		
Item	Qty		Item	Qty	
Residential Sweeping	182.28		Residential Sweeping	95.13	
Residential Leaf Pick Up	16.89		Arterials		
Arterials			Bruceville Rd	2.40	
Elk Grove Blvd	5.50		Franklin Blvd	2.60	
Laguna Springs Rd	2.60		Intersection Sweeping		
Arterials			Elk Grove Blvd @ Backer Ranch Rd		
Laguna Palms Way	0.57		Whitelock Pkwy @ Blossom Ridge Rd		
West Stockton Blvd	5.00		Bruceville Rd @ Whitelock		
Big Horn Blvd	10.80		Whitelock Pkwy @ Bellaterra (new to list)		
Bruceville Rd	3.40				
Franklin Blvd	8.00		Zone 5 (MCE D5)		
Laguna Blvd	12.90		Item	Qty	
Intersection Sweeping			Residential Sweeping	29.40	
Elk Grove Blvd @ Franklin Blvd			Residential Leaf Pick Up	0.00	
Elk Grove Blvd @ Fire Poppy Dr			Arterials	11.31	
Elk Grove Blvd @ Foulks Ranch Rd			Commercial / Industrial	0.00	
Elk Grove Blvd @ Bruceville Rd			Intersection Sweeping		
Elk Grove Blvd @ Wymark Dr			Big Horn Blvd @ Civic Center Dr		
Elk Grove Blvd @ Big Horn Blvd			Big Horn Blvd @ Lotz Pkwy		
Elk Grove Blvd @ Laguna Springs Dr			Del Webb @ Bruceville Rd		
Elk Grove Blvd @ Auto Center Dr			Civic Center Dr @ Bruceville Rd		
Elk Grove Blvd @ Freeway Entry / Exit W/O Hwy 99			Laguna Springs @ Civic Center (not accepted)		
Laguna Blvd @ Neosho Dr / Santarini Dr			Laguna Springs @ Lotz Pkwy (not accepted)		
Laguna Blvd @ Franklin Blvd					
Laguna Blvd @ Laguna Crest Way			Zone 6 (MCE D6)		
Laguna Blvd @ Laguna Park Dr			Item	Qty	
Laguna Blvd @ Old Creek Dr			Residential Sweeping	84.37	
Laguna Blvd @ DiLusso Dr / Laguna Park Dr			Arterials		
Laguna Blvd @ Bruceville Rd			Harbour Point Dr	2.89	
Laguna Blvd @ Trenholm Dr			Elk Grove Blvd	3.40	
Laguna Blvd @ Big Horn Blvd			Laguna Blvd	6.30	
Laguna Blvd @ Shopping Center E/O Big Horn Blvd			Commercial / Industrial		
Laguna Blvd @ Laguna Springs Dr			Bendel Pl	0.17	
Laguna Blvd @ Freeway Entry / Exit W/O Hwy 99			Dino Dr	1.02	
Big Horn Blvd @ Meadow Spring Dr / Brockenhurst Dr			Iron Rock Way	1.18	
Big Horn Blvd @ Meadow Spring Dr / Laguna Star Dr			Kent St	0.40	
Big Horn Blvd @ Vichia Way / Arbocview Dr			CMD Ct	0.15	
Big Horn Blvd @ Monterey Oaks Dr			Survey Rd	0.68	
Big Horn Blvd @ Bruceville Rd			Elknom Way	1.00	
Big Horn Blvd @ Laguna Gateway			Union Pkwy	1.15	
Big Horn Blvd @ Monetta Dr / C St			Dwight Rd	0.88	
Sheldon Rd @ Bruceville Rd			High Tech Ct	0.22	
Sheldon Rd @ Lewis Stein Rd			Kausen Dr	0.20	
Sheldon Rd @ West Stockton Blvd			All Data Ct	0.20	
Franklin Blvd @ St. Augustine Dr / Castleview Dr			Auto Center	0.26	
Franklin Blvd @ Laguna Woods Dr / Millstone Dr			Laguna Grove	1.42	
Franklin Blvd @ Laguna Park Dr			Auto City	0.26	
Bruceville Rd @ Soaring Oaks Dr / Season Dr			Auto Passage	0.65	
Bruceville Road @ DiLusso Dr			Auto Center	0.39	
West Stockton Blvd @ Laguna Gateway			Intersection Sweeping		
Zone 3 (MCE D3)			Grant Line Rd @ East Stockton Blvd		
Item	Qty		Grant Line Rd @ Wilton Rd		
Residential Sweeping	249.06		Elk Grove Blvd @ East Taron Dr		
Residential Leaf Pick Up	109.51		Elk Grove Blvd @ Four Winds Dr		
Arterials			Elk Grove Blvd @ Harbour Point Dr		
Bond Rd	5.08		Elk Grove Blvd @ Shore Lake Dr		
East Stockton Blvd	6.20		Blk Grove Blvd @ Stone Lake Club Dr		
Elk Grove Blvd	5.50		Laguna Blvd @ Babson Dr / Dwight Rd		
Elk Grove - Florin Rd	7.60		Laguna Blvd @ Harbour Point Dr		
Grantline Rd	0.70		Laguna Blvd @ Haussmann St / High Tech Ct		
Waterman Rd	2.00		Laguna Blvd @ Laguna Main St		
Arterials			Harbour Point Dr @ Maritime Dr		
Bradshaw Rd	0.80				
Sheldon Rd	0.60				



EXHIBIT D

Insurance Requirements

Prior to commencement of any work under this Contract, Contractor shall provide to the City proof of, and maintain in full force and effect at all times during the term of the Contract, at its sole cost and expense, policies of insurance as set forth herein:

1. General Liability:
 - a. Comprehensive general liability insurance including, but not limited to, protection for claims of bodily injury and property damage liability, personal and advertising injury liability and product and completed operations liability.
 - b. Coverage shall be at least as broad as Insurance Services Office Commercial General Liability coverage form CG 0001 (occurrence).
 - c. Claims-made coverage is not acceptable.
 - d. The limits of liability shall not be less than:

Each occurrence:	One Million Dollars (\$1,000,000)
Products & Completed Operations:	One Million Dollars (\$1,000,000)
Personal & Advertising Injury:	One Million Dollars (\$1,000,000)
 - e. If a general aggregate limit of liability is used, the minimum general aggregate shall be twice the 'each occurrence' limit or the policy shall contain an endorsement stating that the general aggregate limit shall apply separately to the project that is the subject of the contract.
 - f. If a products and completed operations aggregate limit of liability is used, the minimum products and completed operation aggregate shall be twice the each occurrence limit or the policy shall contain an endorsement stating that the products and completed operations aggregate limit shall apply separately to the project which is the subject of the contract.

2. Automobile Liability:
 - a. Automobile liability insurance providing protection against claims of bodily injury and property damage arising out of ownership, operation, maintenance, or use of owned, hired, and non-owned automobiles.
 - b. Coverage shall be at least as broad as Insurance Services Office Automobile Liability coverage form CA 0001, symbol 1 (any auto).
 - c. The limits of liability per accident shall not be less than:

Combined Single Limit	One Million Dollars (\$1,000,000)
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- d. If General Liability coverage, as required above, is provided by the Commercial General Liability form, the Automobile Liability policy shall include an endorsement providing automobile contractual liability.
3. **Worker's Compensation**
 - a. Worker's Compensation Insurance, with coverage as required by the State of California (unless the Contractor is a qualified self-insurer with the State of California), and Employers Liability coverage. The Contractor shall execute a certificate in compliance with Labor Code Section 1861, on the form provided in Exhibit E.
 - b. Employer's Liability Coverage shall not be less than the statutory requirements.
 - c. If an injury occurs to any employee of the Contractor for which the employee or his dependents, in the event of his death, may be entitled to compensation from the City under the provisions of the Acts, for which compensation is claimed from the City, there will be retained out of the sums due the Contractor under this Contract, an amount sufficient to cover such compensation as fixed by the Acts, until such compensation is paid or it is determined that no compensation is due. If the City is required to pay such compensation, the amount so paid will be deducted and retained from such sums due, or to become due to the Contractor. The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, and employees for losses arising from work performed by the Contractor.
 4. **Other Insurance Provisions:** The General Liability and Automobile Liability, shall contain the following provisions and endorsements:
 - a. The City, its officials, employees, agents and volunteers shall be covered and specifically named as additional insured as respects liability arising out of activities performed by or on behalf of the Contractor, products and completed operations of the Contractor, premises owned, occupied, or used by the Contractor, or automobiles owned, leased, hired, or borrowed by the Contractor on a separate endorsement acceptable to the City Attorney.
 - b. The policy shall contain no special limitations on the scope of coverage afforded to the City, its officials, employees, agents or volunteers.
 - c. Provision or endorsement stating that for any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers to the extent the City is an additional insured. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss or judgment.



- d. Any failure to comply with reporting or other provisions of the policies on the part of the Contractor, including breaches of warranties, shall not affect Contractor's requirement to provide coverage to the City, its officers, officials, employees, agents or volunteers.
 - e. The Contractor's Workers Compensation and Employer's Liability policies shall contain an endorsement that waives any rights of subrogation against the City, its officers, officials, employees, agents, and volunteers.
 - f. Each insurance policy shall state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits, non-renewed, or materially changed except after **30 days prior written notice** by certified mail has been given to the City. Ten days prior written notice by certified mail shall be given to the City in the event of cancellation due to nonpayment of premium.
5. Acceptability of Insurers: Insurance is to be placed with insurers with a **Bests' rating of no less than A:VII**.
 6. Any deductibles, aggregate limits, pending claims or lawsuits that may diminish the aggregate limits, or self-insured retention(s), must be declared to, and approved by, the City.
 7. The Contractor shall furnish the City with certificates of insurance and original endorsements or insurance binders, signed by a person authorized by the insurer to bind coverage on its behalf, evidencing the coverage required by this Contract. At anytime at the written request of the City, Contractor agrees to furnish a duplicate original or certified copy of each required policy including the declaration pages, conditions, provisions, endorsements, and exclusions.
 8. The City, at its discretion, may increase the amounts and types of insurance coverage required hereunder at any time during the term of the contract by giving 30 days written notice.
 9. If the Contractor fails to procure or maintain insurance as required by this section, and any Supplementary Conditions, or fails to furnish the City with proof of such insurance, the City, at its discretion, may procure any or all such insurance. Premiums for such insurance procured by the City shall be deducted and retained from any sums due the Contractor under the contract.



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10. Failure of the City to obtain such insurance shall in no way relieve the Contractor from any of its responsibilities under the contract.
 11. The making of progress payments to the Contractor shall not be construed as relieving the Contractor or its Sub-Contractors or agents of responsibility for loss or direct physical loss, damage, or destruction occurring prior to final acceptance by the City.
 12. The failure of the City to enforce in a timely manner any of the provisions of this section shall not act as a waiver to enforcement of any of these provisions at any time during the term of the contract.
 13. The requirement as to types, limits, and the City's approval of insurance coverage to be maintained by Contractor are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Contractor under the Contract.

City of Elk Grove
Szeremi Sweeping Service
Re: Citywide Sweeping Maintenance Service

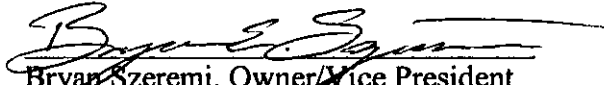


EXHIBIT E

Certificate of Compliance With Labor Code § 3700


I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I have complied or will comply with such provisions before commencing the performance of the work of this contract. (Cal. Labor Code §§1860, 1861.)

CONTRACTOR


Bryan Szeremi, Owner/Vice President

ATTACHMENT 6
LONGLeAF DRIVE BRIDGE CONSTRUCTION
PROJECT
STORMWATER INSPECTION RECORDS

BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 5/2/12		Date Report Written: 5/2/12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE				
Construction stage and completed activities: START - INSTALL EROSION CONTROL BMP			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Estimate storm beginning: (date and time) N/A		Estimate storm duration: (hours) N/A		
Estimate time since last storm: (days or hours) 5 DAYS		Rain gauge reading and location: (in) 0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Inspector Name: John Kuntz			Inspector Title: PROJECT MANAGER	
Signature: 			Date: 5/2/12	



Part II: BMP Observations, Continued (Continued from page 11)

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	N/A	NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	N/A	NO	
Construction materials are minimally exposed to precipitation	N/A	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	YES	NO	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	N/A	NO	
Good Housekeeping for Vehicle and Equipment			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II: BMP Observations, Continued (Continued from page 11)

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	N/A	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	NO	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	NO	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	NO	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	NO	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	N/A	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented	
	Start Date	Actual
1.	NONE NOTED - ALL BMP'S INSTALLED 5/2/12 ACCORDING TO AMEND #1	
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations: Are there any uncontrolled sources of pollutants (e.g., spills, leaks, or uncontrolled pollutant sources) that may be present at the site? If so, describe below.		Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.		
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.		
Notes:		
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.		
Notes:		



Part V. Additional During Storm Observations. If BMPs have the opportunity during moderate weather, list the results of visual inspections of all relevant outfalls, discharge points, and storm drain locations. Note odors or visible leaks on the surface of discharges. Complete Part VIII (if needed) if odors are noted.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description



Part VI. Additional Post-Storm Observations: Visually observe (based on rainwater discharge) all discharge locations within two business days (24 hours) after each qualifying rain event. Visually inspect the discharge, stored or contained stormwater tanks, derived from and discharged, equivalent to a qualifying rain event producing precipitation of 1/8 inch or more at the time of discharge. Complete Part VII (Corrective Action) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Action Required: Identify additional corrective actions not included within Part VI. Complete Part VII as needed. If no corrective actions are required.

Required Action	Completion Date
N/A	N/A



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 5/9/12 AT 11:30 AM		Date Report Written: 5/9/12 AT 3:00 PM		
Inspection Type: (Circle one)	Weekly <i>Complete Parts I, II, III and VII</i>	Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: Longleaf Drive Bridge				
Construction stage and completed activities: IMPORT BORROW CONTINUES ON EAST			Approximate area of site that is exposed: 75%	
Photos Taken: (Circle one)	Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
N/A		N/A		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
12 Days		0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: John Kuntz		Inspector Title: PROJECT MANAGER		
Signature: 		Date: 5/9/12		



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
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Good Housekeeping for Construction Materials

Inventory of products (excluding materials designed to be outdoors)	NO - N/A	NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	Yes	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	YES	5/11/12

Good Housekeeping for Waste Management

Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	Yes	NO	
Sanitation facilities are clean and with no apparent leaks and spills	Yes	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	Yes	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	Yes	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	yes	NO	
Appropriate spill response personnel are assigned and trained	Yes	NO	
Equipment and materials for cleanup of spills is available onsite	Yes	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	Yes	NO	

Good Housekeeping for Vehicle Storage and Maintenance

Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	Yes	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	Yes	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	Yes	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	N/A	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	Yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	N/A	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	NO	Yes	5/11/12
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	NO	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	Yes	NO	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	Yes	NO	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	NO	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	yes	no	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	yes	no	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. Need ENTRANCE WEST SIDE	5/11/12	INSTALLED STEEL RACKER PLATES
2. Concrete Washout	5/9/12	Completed before leaving site
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/2 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

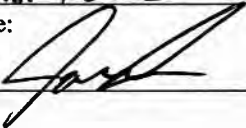
Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
N/A	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 5/16/12 @ 7:00 AM		Date Report Written: 5/16/12		
Inspection Type: (Circle one)	<input checked="" type="radio"/> Weekly <i>Complete Parts I, II, III and VII</i>	<input type="radio"/> Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	<input type="radio"/> During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	<input type="radio"/> Post-Storm <i>Complete Parts I, II, III, VI</i>
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE				
Construction stage and completed activities: IMPORT BORROW COMPLETE C-I-D-H PILES IN PROGRESS		Approximate area of site that is exposed: 80%		
Photos Taken: (Circle one)	<input type="radio"/> Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time) N/A		Estimate storm duration: (hours) N/A		
Estimate time since last storm: (days or hours) 19 DAYS		Rain gauge reading and location: (in) 0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
N/A				
Inspector Information				
Inspector Name: JOHN KUNTZ		Inspector Title: PROJECT MANAGER		
Signature: 		Date: 5/16/12		



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	N/A	NO	
Stockpiled construction materials not actively in use are covered and bermed	NO	YES	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	YES	5/17/12
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Yes	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	Yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	N/A	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	NO	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	NO	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	NO	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	NO	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	N/A	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NOTICE OF CORRECTION received from City of EG.	5/14/12	TRACKING CONTROL + Better ACCESS required AT WEST END - Complete 5/14/12
2. New washout needed Remove existing	5/17/12	NEW WASHOUT built, OLD ONE removed from site
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/8 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
Vacuum Truck Addressed tracking + Additional rock added to entrance - no change to SWPPP needed	5/14/12



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 5/24/12 @ 11:30 AM		Date Report Written: 5/24/12		
Inspection Type: (Circle one)	Weekly <i>Complete Parts I, II, III and VII</i>	Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE PROJECT				
Construction stage and completed activities: Four pile Extensions FORM + REBAR ABUTMENTS			Approximate area of site that is exposed: 80%	
Photos Taken: (Circle one)	Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
N/A		N/A		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
27 DAYS		# 0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: No				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
N/A				
Inspector Information				
Inspector Name: John Kuntz			Inspector Title: PROJECT MANAGER	
Signature: 			Date:	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	NO	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	N/A	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	yes	yes	5/24/12
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	NO	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	yes	yes	5/24/12
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	NO	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	N/A	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	NO	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	NO	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	NO	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	NO	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	NO	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	NO	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	N/A	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	NO	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. DUST CONTROL NEEDED	5/24/12	SITE SUPER IMMEDIATELY WATERED SITE. NEXT DAY A GUY WAS DOING DUST CONTROL AGAIN WHEN I ARRIVED ONSITE
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes: N/A	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes: N/A	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ¼ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
N/A	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 5/31/12 @ 9:30 AM		Date Report Written: 5/31/12		
Inspection Type: (Circle one)	Weekly Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE PROJECT				
Construction stage and completed activities: REBAR + FORMING OF ABUTMENTS Complete - POURING ABUTMENTS TODAY		Approximate area of site that is exposed: 75%		
Photos Taken: (Circle one)	Yes	No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
N/A		N/A		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
34		0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
N/A				
Inspector Information				
Inspector Name: John Kuntz		Inspector Title: PROJECT MANAGER		
Signature: 		Date: 5/31/12		



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	NO	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	NO	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	NO	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	Yes	NO YES	5/31/12
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	NO	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	NO YES	YES	5/31/12
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	NO N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES NO	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	NO YES	YES	5/31/12
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES NO	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES NO	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES NO	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES NO	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	N/A	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	N/A	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	N/A	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	N/A	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes NO	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes NO	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and complete repairs as soon as possible.	
	Start Date	Action
1. CONCRETE WASHOUT IS FULL	5/31/12	PRIOR TO LEAVING SITE A NEW WASHOUT WAS BUILT & IN USE.
2. NO DUST CONTROL IN EFFECT.	5/31/12	LABORER WAS IMMEDIATELY TASKED TO WATER SITE.
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/4 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

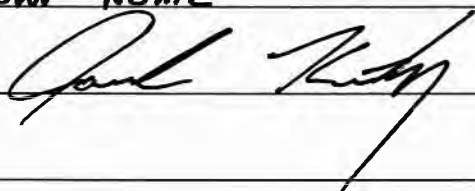
Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
<p>NO ADDITIONAL ACTIONS REQUIRED. ONE stock pile has been present for 6 days. Scheduled to be removed prior to 6/5/12 (Less than 14 DAYS)</p>	<p>stock pile gone ON visit to site 6/6/12</p>



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 6/6/12 - 1:15 PM		Date Report Written: 6/6/12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE				
Construction stage and completed activities: ERECTING FALSEWORK			Approximate area of site that is exposed: 75%	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 48 hours		Rain gauge reading and location: (in) .01 WEST SIDE OF PROJECT		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: No				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
N/A				
Inspector Information				
Inspector Name: John Kuntz		Inspector Title: Project Manager		
Signature: 			Date: 6/6/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	NO	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	N/A	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	NO	yes	6/6/12
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	NO	yes	6/6/12
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	N/A	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	N/A	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	N/A	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	N/A	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	N/A	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes	No	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	No	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. DUST CONTROL LACKING AT WEST END	6/6/12	LABORER WAS IMMEDIATELY TASKED TO APPLY WATER TO WEST SIDE
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/8 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
ALL ACTIONS WERE ADDRESSED ONSITE PRIOR TO DEPARTING	6/6/12



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 6-12-12 6-13-12 10:00 AM		Date Report Written: 6-13-12		
Inspection Type: (Circle one)	Weekly Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE				
Construction stage and completed activities: ERECTING FALSEWORK			Approximate area of site that is exposed: 70%	
Photos Taken: (Circle one)	Yes	No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
9 DAYS		—		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
<small>Photographs and other data are not required outside of events. Photographs should be taken under conditions such as those listed on the BMP Stamps.</small>				
N/A				
Inspector Information				
Inspector Name: John Kuntz			Inspector Title: Project Manager	
Signature: 			Date: 6/13/12	



Part II. BMP Observations Describe deficiencies in Part III

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	NO	NO	

Part II. BMP Observations Continued Describe deficiencies in Part III

Minimum BMPs for Risk Level ____ Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Yes	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	Yes	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Yes	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	NO	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	NO	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	NO	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	NO	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes	No	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	No	

Part III: Descriptions of BMP Deficiencies		
Deficiency	Start Date	Repair Implemented
		Notes: Repair must be in within 72 hours of discovery and complete repair at contractor's site.
1. SMALL LEAK ON SKYTRAK HYDRAULIC LINE	6/13/12	SKYTRAK WAS PARKED TO CONTAIN LEAK IN SIDE A PLASTIC LINED AREA. TECH WAS CALLED TO FIX LEAK. NO HYDRAULIC FUEL PRESENT OUTSIDE OF CONTAINMENT AREA
2.		
3.		
4.		

Part IV: Additional Pre-Site Observations - Note the presence or absence of flooding, mud, debris, debris, silt, oil, oil drips, oil puddles, odors, and sources of pollutant inputs.	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible leaks on the surface of discharges. Complete Part VIII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/8 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions that are required under BMP District 458 (P3) (D) (1) (a) - (c) or ISWPP Chapter 4, (e) (1) (i).

Required Actions	Implementation Date
N/A	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 6/20/12 @ 6:00 AM		Date Report Written: 6/20/12		
Inspection Type: (Circle one)	<input checked="" type="radio"/> Weekly Complete Parts I, II, III and VII	<input type="radio"/> Pre-Storm Complete Parts I, II, III, IV and VII	<input type="radio"/> During Rain Event Complete Parts I, II, III, V, and VII	<input type="radio"/> Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE				
Construction stage and completed activities: SLAB DECK POUR			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	<input type="radio"/> Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		N/A	Estimate storm duration: (hours)	
		N/A		
Estimate time since last storm: (days or hours)		16 days	Rain gauge reading and location: (in)	
		0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Inspector Information				
Inspector Name: John Kuntz			Inspector Title: Project MANAGER	
Signature: 			Date: 6/20/12	



Part II: BMP Observations: Describe deficiencies in Part III

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
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Good Housekeeping for Construction Materials

Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	NO	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	

Good Housekeeping for Waste Management

Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	

Good Housekeeping for Vehicle Storage and Maintenance

Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	NO	NO	

Part II: BMP Observations Continued: Describe deficiencies in Part III

Minimum BMPs for Risk Level _____ Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Yes	NO	Looked GREAT
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	VAC. TRUCK onsite
Erosion Controls			
Wind erosion controls are effectively implemented	Yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Yes	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	NO	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	NO	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	NO	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	NO	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes	No	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	No	

Part III: Descriptions of BMP Deficiencies		
Deficiency	Remedy Implemented	
	Start Date	Action
1. NONE NOTED		
2.		
3.		
4.		

Part IV: Additional Pre-Start Observations (Are there any observations of erosion, sediment, or other site-related issues, including any visible, odors, and sources) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharge. Complete Part VI (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations: Visually inspect (or inspect) for and list all discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and inspect (or inspect) the discharge of stored or contained stormwater that is derived from and discharged only as a result of a qualifying rain event producing precipitation of 1/4 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

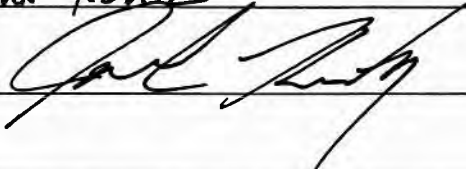
Discharge Location, Storage, or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required: Identify additional corrective actions for all Part VI discharge locations (Part III) where Part VI SWPPP findings required.

Required Actions	Implementation Date
Site Look Good - Huge Concrete pour today	
All issues Addressed Accordingly	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 6/27/12 @ 10:00 AM		Date Report Written: 6/27/12		
Inspection Type: (Circle one)	Weekly Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE				
Construction stage and completed activities: FORMING APPROACH SLABS			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	Yes	No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		N/A	Estimate storm duration: (hours)	
			N/A	
Estimate time since last storm: (days or hours)		30 DAYS		Rain gauge reading and location: (in)
				0
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Remarks				
N/A				
Inspector Information				
Inspector Name: John Kuntz			Inspector Title: Project Manager	
Signature: 			Date: 6/27/12	



Part II: BMP Observations (Describe deficiencies in Part III)

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	NO	NO	

Part II: BMP Observations (Continued) (Describe deficiencies in Part III)

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	NO Yes	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	Yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Yes	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	N/A	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	N/A	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	N/A	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	N/A	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes	NO	
Other:			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented	
	Start Date	Action
1. N/A		
2.		
3.		
4.		

Part IV. Additional Pre-Site Observations. Note that presence or absence of location, materials, and methods for repair, distribution, recording, photos, and summary of pollution.	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations: If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and flow control locations. Note colors or visible sheen on the surface of discharges. Complete Part VII (Corrective Action) as needed.

Outfall, Discharge Point, or Other Downstream Location:

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations: Visually observe (inspect) stormwater discharge sites at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of $\frac{1}{8}$ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required: Identify and record corrective actions required for BMP Deficiencies (Part III) and/or SWPPP Deficiencies (Part III).

Required Action	Implementation Date
N/A	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 7/5/12 @ 2:00 pm		Date Report Written: 7/5/12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE Bridge				
Construction stage and completed activities: APPROACH SLABS poured			Approximate area of site that is exposed: 48%	
Photos Taken: (Circle one)	Yes	<u>No</u>		Photo Reference IDs:
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
N/A		N/A		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
38 days		0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms. N/A				
Inspector Information				
Inspector Name: John Kuntz			Inspector Title: PROJECT MANAGER	
Signature: 			Date: 7/5/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	NO	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Yes	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	Yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	N/A	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Yes	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	N/A	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A	N/A	
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A	N/A	
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A	N/A	



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
N/A	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description

N/A



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
NONE AT THIS TIME. SITE LOOKS GOOD.	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 7/11/12 @ 5:30 AM		Date Report Written: 7/11/12		
Inspection Type: (Circle one)	<input checked="" type="radio"/> Weekly Complete Parts I, II, III and VII	<input type="radio"/> Pre-Storm Complete Parts I, II, III, IV and VII	<input type="radio"/> During Rain Event Complete Parts I, II, III, V, and VII	<input type="radio"/> Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: Longleaf Drive				
Construction stage and completed activities: Falsework Removal			Approximate area of site that is exposed: 48%	
Photos Taken: (Circle one)	<input type="radio"/> Yes	<input checked="" type="radio"/> No	Photo Reference IDs: N/A	
Weather				
Estimate storm beginning: (date and time) N/A		Estimate storm duration: (hours) N/A		
Estimate time since last storm: (days or hours) 45 DAYS		Rain gauge reading and location: (in) 0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
N/A				
Inspector Information				
Inspector Name: John Kuntz			Inspector Title: PM	
Signature: 			Date: 7/11/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A	NO NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	NO	NO	
Construction materials are minimally exposed to precipitation	NO	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	NO	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	NO	
Portable toilets are contained to prevent discharges of waste	NO	NO	
Sanitation facilities are clean and with no apparent leaks and spills	NO	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	NO	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	NO	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	N/A	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	NO	NO	
Appropriate spill response personnel are assigned and trained	NO	NO	
Equipment and materials for cleanup of spills is available onsite	NO	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	NO	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	NO	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	NO	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	NO	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)



	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A	NO	
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A	NO	
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A	NO	
Bagged erodible landscape materials are stored on pallets and covered	N/A	NO	
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Yes	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	N/A	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Yes	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	Yes	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	Yes	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Yes	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Yes	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Yes	NO	
Sediment basins are properly maintained	N/A	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A	N/A	
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)			
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)			
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)			



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Yes	No	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Yes	No	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1.		
2.		
3.		
4.		

NONE

Part IV: Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
	<i>N/A</i>
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description

V/A



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 7-19-12 2 PM		Date Report Written: 7-19-12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONELEAF				
Construction stage and completed activities:		STRIP F/W - BARRIER		Approximate area of site that is exposed: 50%
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference #Ds: N/A	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
N/A		N/A		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
53 DAYS		0		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms. N/A				
Inspector Information				
Inspector Name: BOB NEMETZ		Inspector Title: PM		
Signature: [Signature]			Date: 7/19/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	NO	NO	
Stockpiled construction materials not actively in use are covered and bermed	N/A		
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A		
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	N/A		
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A		
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1.		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

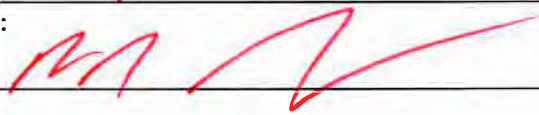
Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 7/23/12 9 AM		Date Report Written: 7/24/12	
Inspection Type: (Circle one)	Weekly <i>Complete Parts I, II, III and VII</i>	Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	During Rain Event <i>Complete Parts I, II, III, V, and VII</i>
			Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information			
Site Information			
Construction Site Name: LONG LEAF			
Construction stage and completed activities: GRADING + CLEANUP		Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:
Weather			
Estimate storm beginning: (date and time) 12 AM		Estimate storm duration: (hours) 2	
Estimate time since last storm: (days or hours) 6 HOURS		Rain gauge reading and location: (in) .03 INCHES	
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO			
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.			
Inspector Information			
Inspector Name: ROB NEMETZ		Inspector Title: PM	
Signature: 		Date: 7/24/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	YES	NO	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)



	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	N/A		
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. None		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/4 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation
JOB SITE	NO DISCHARGE OBSERVED

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
NONE REQUIRED	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 7/26/12 11 AM		Date Report Written: 7/26/12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONELEAF DRIVE				
Construction stage and completed activities: DRY FINISH - CLEAN UP			Approximate area of site that is exposed: 50 %	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 3 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: BOB NEMETZ			Inspector Title: PM	
Signature: [Signature]			Date: 7/26/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	YES	EXTRA SWEEP 7/26/12
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A		
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	NO	YES	7/26/12
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. MISSING SILT FENCE	7/26/12	RE-INSTALLED SILT FENCE UNDER BRIDGE
2.		365 LF
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
RE-INSTALLED SILT/ESA FENCE PREVIOUSLY ADDRESSED IN	7/26/12
AMENDMENT #1 (AMENDMENT #2)	
↓ AFTER HYDROSEEDING	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 8/2/12 2PM		Date Report Written: 8/3/12		
Inspection Type: (Circle one)	Weekly <u>Complete Parts I, II, III and VII</u>	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE BRIDGE				
Construction stage and completed activities: UNDERGROUND			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	Yes	<u>No</u>		Photo Reference IDs:
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 10 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: ROB NEMETZ			Inspector Title: P.M.	
Signature: [Signature]			Date: 8/3/12	



Part II. BMP Observations. Describe deficiencies in Part III.			
Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A		
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.			
Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)



	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. TRACKING	8/2/12	HAND SWEEP EAST PAVED AREA
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.


Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
SWEEPING PAVED AREA EAST SIDE	8/2/12



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 8-9-12 4PM		Date Report Written: 8-10-12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE				
Construction stage and completed activities: BASE ROCK			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 17 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: Bob Nemerz			Inspector Title: P.M.	
Signature: 			Date: 8-10-12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	N	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO ⁰	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
NONE	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 8-16-12 2PM		Date Report Written: 8-17-12		
Inspection Type: (Circle one)	<input checked="" type="radio"/> Weekly <i>Complete Parts I, II, III and VII</i>	<input type="radio"/> Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	<input type="radio"/> During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	<input type="radio"/> Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: LONELAND DRIVE				
Construction stage and completed activities: M/C (MINOR CONCRETE)			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	<input type="radio"/> Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 24 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: BOB NEMER			Inspector Title: P.M.	
Signature: [Signature]			Date: 8-17-12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	Y	N	
Stockpiled construction materials not actively in use are covered and bermed	Y	N	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	Y	N	
Construction materials are minimally exposed to precipitation	Y	N	
BMPs preventing the off-site tracking of materials are implemented and properly effective	Y	N	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	Y	N	
Sanitation facilities are clean and with no apparent leaks and spills	Y	N	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	Y	N	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	Y	N	
Stockpiled waste material is securely protected from wind and rain if not actively in use	Y	N	
Procedures are in place for addressing hazardous and non-hazardous spills	Y	N	
Appropriate spill response personnel are assigned and trained	Y	N	
Equipment and materials for cleanup of spills is available onsite	Y	N	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	Y	N	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	Y	N	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	Y	N	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	Y	N	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Y	N	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	Y	N	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	Y	N	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Y	N	
Erosion Controls			
Wind erosion controls are effectively implemented	Y	N	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	Y	N	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Y	N	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Y	N	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Y	N	
Sediment basins are properly maintained	Y	N	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Y	N	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Y	N	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		(DID PICK UP SOME TRASH)
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date
PICK-UP TRASH	



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 8-24-12 6 PM		Date Report Written: 8/26/12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONELEAF DRIVE				
Construction stage and completed activities: MINOR CONCRETE			Approximate area of site that is exposed: 50%	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 32 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: ROB NEMETZ			Inspector Title: P.M.	
Signature: [Signature]			Date: 8/26/12	



Part II. BMP Observations. Describe deficiencies in Part III.			
Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.			
Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)



	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	NA		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	NA		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	NA		
Bagged erodible landscape materials are stored on pallets and covered	NA		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	NA		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	NA		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	NA		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	NA		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: <i>8/30/12 4 pm</i>		Date Report Written: <i>8/30/12</i>		
Inspection Type: (Circle one)	<u>Weekly</u> <i>Complete Parts I, II, III and VII</i>	Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: <i>LONGLEAF DRIVE</i>				
Construction stage and completed activities: <i>BASE + PAVING</i>			Approximate area of site that is exposed: <i>50%</i>	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time) <i>---</i>		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) <i>39 DAYS</i>		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: <i>NO</i>				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: <i>Rob Nemety</i>			Inspector Title: <i>PM</i>	
Signature: <i>[Signature]</i>			Date: <i>8/30/12</i>	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		
2.		
3.		
4.		

Part IV: Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: <i>9-6-12 6 PM</i>		Date Report Written: <i>9-8-12</i>		
Inspection Type: (Circle one)	<input checked="" type="radio"/> Weekly <i>Complete Parts I, II, III and VII</i>	<input type="radio"/> Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	<input type="radio"/> During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	<input type="radio"/> Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: <i>LONGLEAF DRIVE</i>				
Construction stage and completed activities: <i>Shoulder BACKING GRADE SLOPES</i>		Approximate area of site that is exposed: <i>30%</i>		
Photos Taken: (Circle one)	<input type="radio"/> Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) <i>46 DAYS</i>		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: <i>NO</i>				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: <i>Bob Nemetz</i>		Inspector Title: <i>P.M.</i>		
Signature: <i>[Signature]</i>			Date: <i>9-8-12</i>	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u> 1 </u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u> 1 </u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutants(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ½ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 9-13-12 1 PM		Date Report Written: 9-13-12		
Inspection Type: (Circle one)	Weekly <i>Complete Parts I, II, III and VII</i>	Pre-Storm <i>Complete Parts I, II, III, IV and VII</i>	During Rain Event <i>Complete Parts I, II, III, V, and VII</i>	Post-Storm <i>Complete Parts I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: LONELEAF DRIVE				
Construction stage and completed activities: HYDROSEEDING + LANDSCAPING			Approximate area of site that is exposed: 30%	
Photos Taken: (Circle one)	Yes	<input checked="" type="radio"/> No		Photo Reference IDs:
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 53 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: Bob Nemetz			Inspector Title: P.M.	
Signature: <i>[Signature]</i>			Date: 9-13-12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
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	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. SILT IN F.E.S. @ S.E. CORNER OF BIKE PATH	9-11-12	CLEAN OUT SILT
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/8 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 9-19-12 4 PM		Date Report Written: 9-22-12		
Inspection Type: (Circle one)	<input checked="" type="radio"/> Weekly <i>Complete Parts I, II, III and VII</i>	Pre-Storm Complete Parts <i>I, II, III, IV and VII</i>	During Rain Event Complete Parts I, II, <i>III, V, and VII</i>	Post-Storm Complete Parts <i>I, II, III, VI and VII</i>
Part I. General Information				
Site Information				
Construction Site Name: LONELEAF DRIVE				
Construction stage and completed activities:		PROJECT COMPLETE EXCEPT EROSION CONTROL (BIKE PATH)		Approximate area of site that is exposed:
Photos Taken: (Circle one)	Yes	<input checked="" type="radio"/> No	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours)		Rain gauge reading and location: (in)		
59 DAYS				
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: ROB NEMETZ		Inspector Title: P.M.		
Signature: 			Date: 9-22-12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	YES	NO	
Stockpiled construction materials not actively in use are covered and bermed	YES	NO	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	YES	NO	
Construction materials are minimally exposed to precipitation	YES	NO	
BMPs preventing the off-site tracking of materials are implemented and properly effective	YES	NO	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	YES	NO	
Sanitation facilities are clean and with no apparent leaks and spills	YES	NO	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	YES	NO	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	YES	NO	
Stockpiled waste material is securely protected from wind and rain if not actively in use	YES	NO	
Procedures are in place for addressing hazardous and non-hazardous spills	YES	NO	
Appropriate spill response personnel are assigned and trained	YES	NO	
Equipment and materials for cleanup of spills is available onsite	YES	NO	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	YES	NO	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	YES	NO	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	YES	NO	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	YES	NO	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
--	--------------------------------------	--------------------------	---------------------------



	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	YES	NO	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	YES	NO	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	YES	NO	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	YES	NO	
Erosion Controls			
Wind erosion controls are effectively implemented	YES	NO	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	YES	NO	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	YES	NO	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	YES	NO	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	YES	NO	
Sediment basins are properly maintained	YES	NO	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	YES	NO	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	YES	NO	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. BROKEN IRRIGATION LINE @ S.E.	9-14-12	REPAIR BROKEN IRRIGATION LINE
2. CORNER BEHIND SIDEWALK	FIX ON 9-18-12	
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location

Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of 1/4 inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

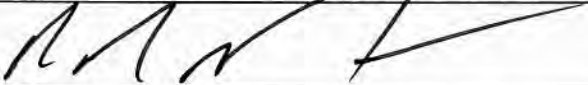
Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

Required Actions	Implementation Date



BMP INSPECTION REPORT FOR RISK LEVEL 1

Date and Time of Inspection: 9-24-12 8 AM		Date Report Written: 9-24-12		
Inspection Type: (Circle one)	<u>Weekly</u> Complete Parts I, II, III and VII	Pre-Storm Complete Parts I, II, III, IV and VII	During Rain Event Complete Parts I, II, III, V, and VII	Post-Storm Complete Parts I, II, III, VI and VII
Part I. General Information				
Site Information				
Construction Site Name: LONGLEAF DRIVE				
Construction stage and completed activities: CEO BIKE PATH			Approximate area of site that is exposed: 5%	
Photos Taken: (Circle one)	Yes	<u>No</u>	Photo Reference IDs:	
Weather				
Estimate storm beginning: (date and time)		Estimate storm duration: (hours)		
Estimate time since last storm: (days or hours) 64 DAYS		Rain gauge reading and location: (in)		
Is a "Qualifying Event" predicted or did one occur (i.e., 0.5" rain with 48-hrs or greater between events)? (Y/N) If yes, summarize forecast: NO				
Exemption Documentation (explanation required if inspection could not be conducted). Visual inspections are not required outside of business hours or during dangerous weather conditions such as flooding or electrical storms.				
Inspector Information				
Inspector Name: ROB NEMETZ			Inspector Title: P.M.	
Signature: 			Date: 9/24/12	



Part II. BMP Observations. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Failures or other short comings (yes, no, N/A)	Action Required (yes/no)	Action Implemented (Date)
Good Housekeeping for Construction Materials			
Inventory of products (excluding materials designed to be outdoors)	Y	N	
Stockpiled construction materials not actively in use are covered and bermed	Y	N	
All chemicals are stored in watertight containers with appropriate secondary containment, or in a completely enclosed storage shed	Y	N	
Construction materials are minimally exposed to precipitation	Y	N	
BMPs preventing the off-site tracking of materials are implemented and properly effective	Y	N	
Good Housekeeping for Waste Management			
Wash/rinse water and materials are prevented from being disposed into the storm drain system	N/A	N/A	
Portable toilets are contained to prevent discharges of waste	Y	N	
Sanitation facilities are clean and with no apparent leaks and spills	Y	N	
Equipment is in place to cover waste disposal containers at the end of business day and during rain events	Y	N	
Discharges from waste disposal containers are prevented from discharging to the storm drain system / receiving water	Y	N	
Stockpiled waste material is securely protected from wind and rain if not actively in use	Y	N	
Procedures are in place for addressing hazardous and non-hazardous spills	Y	N	
Appropriate spill response personnel are assigned and trained	Y	N	
Equipment and materials for cleanup of spills is available onsite	Y	N	
Washout areas (e.g., concrete) are contained appropriately to prevent discharge or infiltration into the underlying soil	Y	N	
Good Housekeeping for Vehicle Storage and Maintenance			
Measures are in place to prevent oil, grease, or fuel from leaking into the ground, storm drains, or surface waters	Y	N	
All equipment or vehicles are fueled, maintained, and stored in a designated area with appropriate BMPs	Y	N	
Vehicle and equipment leaks are cleaned immediately and disposed of properly	Y	N	

Part II. BMP Observations Continued. Describe deficiencies in Part III.

Minimum BMPs for Risk Level <u>1</u> Sites	Adequately designed, implemented and	Action Required (yes/no)	Action Implemented (Date)
--	--------------------------------------	--------------------------	---------------------------



	effective (yes, no, N/A)		
Good Housekeeping for Landscape Materials			
Stockpiled landscape materials such as mulches and topsoil are contained and covered when not actively in use	N/A		
Erodible landscape material has not been applied 2 days before a forecasted rain event or during an event	N/A		
Erodible landscape materials are applied at quantities and rates in accordance with manufacturer recommendations	N/A		
Bagged erodible landscape materials are stored on pallets and covered	N/A		
Good Housekeeping for Air Deposition of Site Materials			
Good housekeeping measures are implemented onsite to control the air deposition of site materials and from site operations	Y	N	
Non-Stormwater Management			
Non-Stormwater discharges are properly controlled	Y	N	
Vehicles are washed in a manner to prevent non-stormwater discharges to surface waters or drainage systems	Y	N	
Streets are cleaned in a manner to prevent unauthorized non-stormwater discharges to surface waters or drainage systems.	Y	N	
Erosion Controls			
Wind erosion controls are effectively implemented	Y	N	
Effective soil cover is provided for disturbed areas inactive (i.e., not scheduled to be disturbed for 14 days) as well as finished slopes, open space, utility backfill, and completed lots	Y	N	
The use of plastic materials is limited in cases when a more sustainable, environmentally friendly alternative exists.	Y	N	
Sediment Controls			
Perimeter controls are established and effective at controlling erosion and sediment discharges from the site	Y	N	
Entrances and exits are stabilized to control erosion and sediment discharges from the site	Y	N	
Sediment basins are properly maintained	Y	N	
Linear sediment control along toe of slope, face of slope and at grade breaks (Risk Level 2 & 3 Only)	N/A		
Limit construction activity to and from site to entrances and exits that employ effective controls to prevent offsite tracking (Risk Level 2 & 3 Only)	N/A		
Ensure all storm, drain inlets and perimeter controls, runoff control BMPs and pollutants controls at entrances and exits are maintained and protected from activities that reduce their effectiveness (Risk Level 2 & 3 Only)	N/A		
Inspect all immediate access roads daily (Risk Level 2 & 3 Only)	N/A		



Run-On and Run-Off Controls			
Run-on to the site is effectively managed and directed away from all disturbed areas.	Y	N	
Other			
Are the project SWPPP and BMP plan up to date, available on-site and being properly implemented?	Y	N	

Part III. Descriptions of BMP Deficiencies		
Deficiency	Repairs Implemented: Note - Repairs must begin within 72 hours of identification and, complete repairs as soon as possible.	
	Start Date	Action
1. NONE		
2.		
3.		
4.		

Part IV. Additional Pre-Storm Observations. Note the presence or absence of floating and suspended materials, sheen, discoloration, turbidity, odors, and source(s) of pollutant(s).	
	Yes, No, N/A
Do stormwater storage and containment areas have adequate freeboard? If no, complete Part III.	
Are drainage areas free of spills, leaks, or uncontrolled pollutant sources? If no, complete Part VII and describe below.	
Notes:	
/	
Are stormwater storage and containment areas free of leaks? If no, complete Parts III and/or VII and describe below.	
Notes:	
/	



Part V. Additional During Storm Observations. If BMPs cannot be inspected during inclement weather, list the results of visual inspections at all relevant outfalls, discharge points, and downstream locations. Note odors or visible sheen on the surface of discharges. Complete Part VII (Corrective Actions) as needed.

Outfall, Discharge Point, or Other Downstream Location	
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description
Location	Description



Part VI. Additional Post-Storm Observations. Visually observe (inspect) stormwater discharges at all discharge locations within two business days (48 hours) after each qualifying rain event, and observe (inspect) the discharge of stored or contained stormwater that is derived from and discharged subsequent to a qualifying rain event producing precipitation of ¼ inch or more at the time of discharge. Complete Part VII (Corrective Actions) as needed.

Discharge Location, Storage or Containment Area	Visual Observation

Part VII. Additional Corrective Actions Required. Identify additional corrective actions not included with BMP Deficiencies (Part III) above. Note if SWPPP change is required.

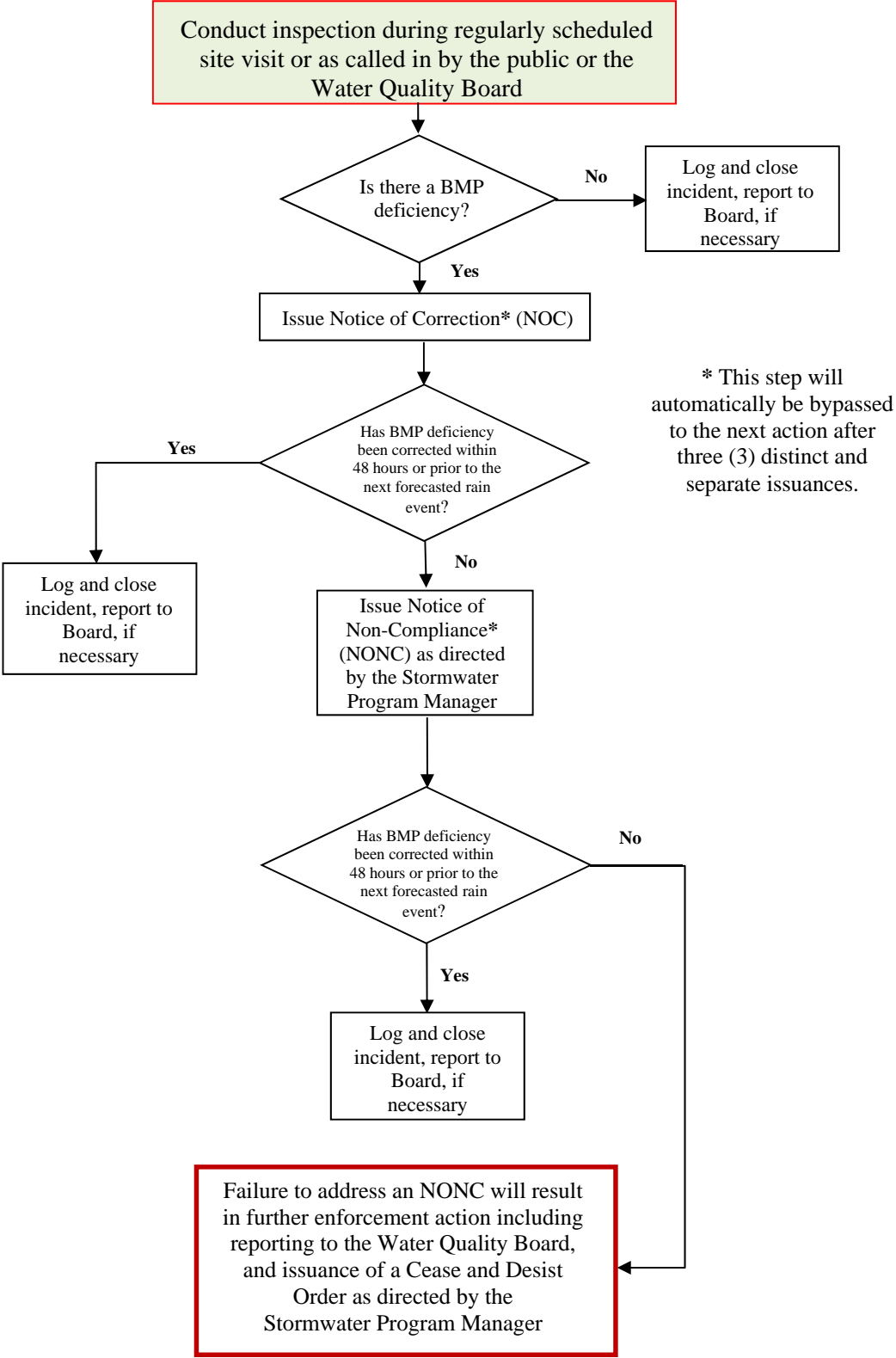
Required Actions	Implementation Date



ATTACHMENT 7

CONSTRUCTION INSPECTION PROCESS FOR
WATER QUALITY FLOWCHART

City of Elk Grove Construction Inspection Process for Water Quality



Pursuant to Chapter 15.12 of the City of Elk Grove Municipal Code

NOTE – The Stormwater Program Manager has the discretion to exercise immediate enforcement, if an activity causes/or has the potential to cause a prohibited discharge to the City’s stormwater conveyance system.

ATTACHMENT 8
SAMPLE
CONSTRUCTION ENFORCEMENT
NOTICES REPORT

Construction Management Summary

Date: 10/23/2013

Cross Ref. #	Project Description	Review Step Seq.	Review Step	In Date	Out Date	Action	By	Action Hours
EG-01-232-11	WATERMAN PLAZA SUBDIVISION	1500	NOTICE CORRECTION ISSUED	11/6/2006	11/13/2006	COMPLETED	RMC	0.00
		1900	NOTICE CORRECTION ISSUED	12/6/2006	12/6/2006	COMPLETED	RMC	0.00
		2300	NON-COMPLIANCE ISSUED	12/22/2006	12/22/2006	COMPLETED	RMC	0.00

Hours: 0.00

EG-02-348-00	SHELDON PLACE	500	NON-COMPLIANCE ISSUED	10/12/2006	10/12/2006	COMPLETED	RMC	0.00
		800	NOTICE CORRECTION ISSUED	10/25/2006	10/26/2006	COMPLETED	RMC	0.00

Hours: 0.00

EG-03-457-00	ELK MEADOWS	2000	NOTICE CORRECTION ISSUED	10/24/2006	10/24/2006	COMPLETED	RMC	0.00
		3900	NOTICE CORRECTION ISSUED	1/9/2007	1/9/2007	COMPLETED	RMC	0.00
		3900	NOTICE CORRECTION ISSUED	1/9/2007	1/9/2007	COMPLETED	RMC	0.00

Hours: 0.00

EG-03-479-02	LRSP - DEL WEBB VILLAGE 2	1800	NOTICE CORRECTION ISSUED	10/23/2006	10/23/2006	COMPLETED		0.00
		2200	NOTICE CORRECTION SATISFIED	11/13/2006	11/13/2006	COMPLETED	MW	0.00
		3600	NOTICE CORRECTION ISSUED	12/8/2006	12/8/2006	COMPLETED	MW	0.00
		3700	NOTICE CORRECTION SATISFIED	12/28/2006	12/28/2006	COMPLETED		0.00
		4000	NOTICE CORRECTION ISSUED	1/15/2007	1/15/2007	COMPLETED	MW	0.00
		4700	NOTICE CORRECTION SATISFIED	2/1/2007	2/1/2007	COMPLETED		0.00
		4800	NOTICE CORRECTION ISSUED	2/1/2007	2/1/2007	COMPLETED	MW	0.00

Hours: 0.00

EG-03-479-04	LRSP - DEL WEBB VILLAGE 4	1100	NOTICE CORRECTION SATISFIED	10/24/2006	10/24/2006	COMPLETED	MW	0.00
		1200	NOTICE CORRECTION ISSUED	10/24/2006	10/24/2006	COMPLETED	MW	0.00
		4500	NON-COMPLIANCE ISSUED	11/9/2006	11/9/2006	COMPLETED	MW	0.00
		4600	NON-COMPLIANCE SATISFIED	12/6/2006	12/6/2006	COMPLETED	MW	0.00
		5100	NOTICE CORRECTION ISSUED	12/6/2006	12/6/2006	COMPLETED	MW	0.00
		5500	NOTICE CORRECTION SATISFIED	12/22/2006	12/22/2006	COMPLETED		0.00

Hours: 0.00

Construction Management Summary

Date: 10/23/2013

Cross Ref. #	Project Description	Review Step Seq.	Review Step	In Date	Out Date	Action	By	Action Hours
EG-03-497-03	NEWTON RANCH UNIT 3	1100	NOTICE CORRECTION ISSUED	12/4/2006	11/29/2006	COMPLETED	RMC	0.00
		1900	NOTICE CORRECTION ISSUED	1/10/2007	1/10/2007	COMPLETED	RMC	0.00
								Hours: 0.00
EG-03-525-00	LAGUNA BIG HORN	1300	NOTICE CORRECTION ISSUED	12/4/2006	11/29/2006	COMPLETED	RMC	0.00
								Hours: 0.00
EG-03-551-00	HERITAGE ESTATES	700	NOTICE CORRECTION ISSUED	10/26/2006	10/26/2006	COMPLETED	RMC	0.00
		1400	NON-COMPLIANCE ISSUED	11/28/2006	11/28/2006	COMPLETED	RMC	0.00
								Hours: 0.00
EG-03-560-00	SHELDON CROSSING RETAIL CENTER	1000	NON-COMPLIANCE ISSUED	10/12/2006	11/10/2006	COMPLETED	RMC	0.00
		1200	NOTICE CORRECTION ISSUED	10/20/2006	10/20/2006	COMPLETED	RMC	0.00
		1600	NOTICE CORRECTION ISSUED	11/9/2006	11/6/2006	COMPLETED	RMC	0.00
		2100	NON-COMPLIANCE ISSUED	11/28/2006	11/28/2006	COMPLETED	RMC	0.00
		2300	NOTICE CORRECTION ISSUED	12/4/2006	12/4/2006	COMPLETED	RMC	0.00
		2600	NOTICE CORRECTION ISSUED	12/7/2006	12/7/2006	COMPLETED	RMC	0.00
		2900	NOTICE CORRECTION ISSUED	12/12/2006	12/12/2006	COMPLETED	RMC	0.00
		3500	NOTICE CORRECTION ISSUED	1/8/2007	1/8/2007	COMPLETED	DM	0.00
								Hours: 0.00
EG-04-0600-00	UNION INDUSTRIAL PARK PARCEL 27	800	NOTICE CORRECTION ISSUED	11/1/2006	11/1/2006	COMPLETED	RMC	0.00
								Hours: 0.00
EG-04-597-00	BOND ROAD 40	800	NOTICE CORRECTION ISSUED	10/27/2006	10/25/2006	COMPLETED	RMC	0.00
		1300	NOTICE CORRECTION ISSUED	11/7/2006	11/7/2006	COMPLETED	RMC	0.00
		1500	NOTICE CORRECTION ISSUED	11/13/2006	11/13/2006	COMPLETED	RMC	0.00
		1500	NOTICE CORRECTION ISSUED	11/13/2006	11/13/2006	COMPLETED	RMC	0.00
		1700	NOTICE CORRECTION ISSUED	11/15/2006	11/15/2006	COMPLETED	JP-1	0.00

Construction Management Summary

Date: 10/23/2013

Cross Ref. #	Project Description	Review Step Seq.	Review Step	In Date	Out Date	Action	By	Action Hours
EG-04-597-00...	BOND ROAD 40...	1700	NOTICE CORRECTION ISSUED	11/15/2006	11/15/2006	COMPLETED	RMC	0.00
		2000	NOTICE CORRECTION ISSUED	11/28/2006	11/28/2006	COMPLETED	RMC	0.00
		2400	NOTICE CORRECTION ISSUED	12/13/2006	12/13/2006	COMPLETED	RMC	0.00
		2700	NOTICE CORRECTION ISSUED	12/15/2006	12/15/2006	COMPLETED	RMC	0.00
		3000	NOTICE CORRECTION ISSUED	12/21/2006	12/21/2006	COMPLETED	RMC	0.00
		3300	NOTICE CORRECTION ISSUED	12/26/2006	12/26/2006	COMPLETED	RMC	0.00
		3600	NON-COMPLIANCE ISSUED	1/2/2007	1/2/2007	COMPLETED	RMC	0.00

Hours: 0.00

EG-04-639-00	ELK GROVE FLORIN RETAIL CENTER	6500	NOTICE CORRECTION ISSUED	8/2/2007	8/2/2007	COMPLETED	BJ	0.00
		10600	NOTICE CORRECTION ISSUED	9/27/2007	9/27/2007	COMPLETED	BJ	0.00

Hours: 0.00

EG-04-644-01	COVENTRY SUBDIVISION PHASE 1	3400	NOTICE CORRECTION ISSUED	12/4/2006	12/1/2006	COMPLETED	RMC	0.00
		3800	NOTICE CORRECTION ISSUED	12/13/2006	12/13/2006	COMPLETED	RMC	0.00

Hours: 0.00

EG-04-644-02	COVENTRY SUBDIVISION PHASE 2	4700	NOTICE CORRECTION ISSUED	12/4/2006	12/1/2006	COMPLETED	RMC	0.00
		5200	NOTICE CORRECTION ISSUED	12/13/2006	12/13/2006	COMPLETED	RMC	0.00

Hours: 0.00

EG-04-670-00	IRON ROCK INDUSTRIAL PARK	600	NOTICE CORRECTION ISSUED	11/6/2006	11/6/2006	COMPLETED	RMC	0.00
		900	NOTICE CORRECTION ISSUED	11/14/2006	11/14/2006	COMPLETED	RMC	0.00
		1300	NOTICE CORRECTION ISSUED	11/27/2006	11/27/2006	COMPLETED	RMC	0.00
		1300	NOTICE CORRECTION ISSUED	11/27/2006	11/27/2006	COMPLETED	RMC	0.00
		1500	NOTICE CORRECTION ISSUED	12/5/2006	12/5/2006	COMPLETED	RMC	0.00
		2200	NOTICE CORRECTION ISSUED	12/20/2006	12/20/2006	COMPLETED	RMC	0.00

Hours: 0.00

EG-04-723-00	CROSSINGS AT ELK GROVE	1200	NOTICE CORRECTION ISSUED	10/26/2006	10/26/2006	COMPLETED	RMC	0.00
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ATTACHMENT 9
SAMPLE
ILLICIT DISCHARGE REPORT

Task Selection - CITY OF ELK GROVE

File Edit List Commands Help

SUNGARD PUBLIC SECTOR
NaviLine

Task Selection

Request category: Drainage Maintenance

Task description:

Description	Task	Crew	Type	Description	Status
Beaver Dam Work	BEVR				Active
Catch Basin Maintenance	CB				Active
Channel Maintenance	CHMT				Active
Creek Maintenance	CRK				Active
Culverts	CD				Active
DI Maintenance	DI				Active
Drainage Maintenance	DRMT				Active
Illegal Dumping	IDMP				Active
Illicit Discharge	ILDC				Active
Litter	LITR				Active

Task Selection - CITY OF ELK GROVE

File Edit List Commands Help

SUNGARD PUBLIC SECTOR
NaviLine

Task Selection

Request category: Hazardous Materials

Task description:

Description	Task	Crew	Type	Description	Status
Creek or Channel Spill	CCSP				Active
Hazardous Materials	HZMT				Active
Illicit Discharge	ILDC				Active
Roadside Spill	RSSP				Active
Roadway Spill	RWSP				Active
Sewage Spill	SEWS				Active
Sidewalk Spill	SWSP				Active

WO Query - Spills and Discharges

Category	Request #	Task Description	Start	Comp.	Short Description	Status
Drainage Maintenance	WF0023103	Illicit Discharge	4/8/2013	4/8/2013	HOLLYBROOK COURT AND N CAMDEN DRIVE	CL
	WF0026034	Illicit Discharge	10/15/2013	10/15/2013	8959 HAFLINGER WAY	CL

Total Work Orders: 2

Hazardous Materials	Request #	Task Description	Start	Comp.	Short Description	Status
	WF0022051	Roadway Spill	1/14/2013	1/14/2013	E STOCKTON BOUELVARD AND GRANT LINE ROAD	CL
	WF0022307	Hazardous Materials	2/20/2013	2/20/2013	SANTORINI DRIVE	CL
	WF0022373	Hazardous Materials	2/25/2013	2/28/2013	NAXOS WAY AND HYDRA WAY	CL
	WF0022376	Roadway Spill	2/26/2013	2/26/2013	OREO RANCH CIRCLE	CL
	WF0023344	Hazardous Materials	4/29/2013	4/29/2013	NOHEA LANE AND WADDELL LANE	CL
	WF0023417	Roadway Spill	5/2/2013	5/2/2013	BOND ROAD AND WATERMAN ROAD	CL
	WF0023427	Hazardous Materials	4/7/2013	4/7/2013	GRANT LINE ROAD AND E STOCKTON BLVD TO HWY 99 NORTH ENTRANCE	CL
	WF0023450	Roadside Spill	5/6/2013	5/7/2013	8583 ELK GROVE FLORIN ROAD AND SIERRA STREET	CL
	WF0023820	Roadside Spill	5/29/2013	5/29/2013	6936 STORIA WAY	CL
	WF0023859	Hazardous Materials	6/3/2013	6/4/2013	LOYALTY WY AND COOP DR	CL
	WF0024154	Hazardous Materials	6/12/2013	6/12/2013	9409 CEDARVIEW WAY	CL
	WF0024208	Hazardous Materials	6/13/2013	6/13/2013	FOUR SEASONS DRIVE AND HERITAGE HILL DRIVE	CL
	WF0024287	Roadway Spill	6/20/2013	6/20/2013	WB E STOCKTON BLVD AND GRANT LINE RD	CL
	WF0024375	Roadway Spill	6/25/2013	6/27/2013	E STOCKTON BOULEVARD BETWEEN BOW STREET AND SHELDON	CL
	WF0024478	Roadway Spill	7/1/2013	7/1/2013	9610 BIG TIMBER	CL
	WF0024714	Hazardous Materials	7/17/2013	7/17/2013	9412 MARY ELLEN WAY/REPEAT VISIT DUE TO CONCERN OVER DUMP. CHEMIC	CL
	WF0024748	Hazardous Materials	7/19/2013	7/19/2013	8963 HOLLY BROOK CT	CL
	WF0024983	Hazardous Materials	8/6/2013	8/6/2013	ELK GROVE BOULEVARD AT S/B HIGHWAY 99 OFFRAMP	CL
	WF0025032	Hazardous Materials	8/12/2013	8/12/2013	9436 PLAINOAK WAY	CL
	WF0025074	Hazardous Materials	7/31/2013	7/31/2013	10250 IRON ROCK WY	CL
	WF0025248	Hazardous Materials	8/21/2013	8/21/2013	6732 PALLAZZO WAY	CL
	WF0025270	Hazardous Materials	8/26/2013	8/26/2013	8533 BLACK KITE DRIVE.	CL
	WF0025370	Hazardous Materials	8/30/2013	8/30/2013	2629 SPRING BREEZE CT	CL
	WF0025468	Roadway Spill	9/23/2013	9/23/2013	CROWN BENCH CIRCLE AND AROUND TO COPPOLA CIRCLE	CL
	WF0025556	Hazardous Materials	9/11/2013	9/12/2013	10075 TEDDINGTON WAY	CL

WO Query - Spills and Discharges

Category	Request #	Task Description	Start	Comp.	Short Description	Status
Hazardous Materials	WF0025557	Sewage Spill	9/11/2013	9/11/2013	5301 MISTY MEADOW WAY	CL
	WF0026083	Hazardous Materials	10/17/2013	10/17/2013	SCHUMERT COURT	CL

Total Work Orders: 27