

Task Order 6

2022 Municipal Separate Storm Sewer System Compliance Services



EOM Operations, a full scale public works operations, engineering, and utilities construction firm is pleased to provide engineering consulting services as described below. The services described herein shall be performed in accordance with and shall be subject to the terms and conditions of the Master Agreement for Professional Services (hereinafter referred to as “Agreement”) executed by and between The Board of Commissioners of Effingham County (hereinafter referred to as “County”) and EOM Operations, a division of EOM Public Works, LLC (hereinafter referred to as “EOM”) on 15th day of September, 2020 and all subsequent amendments to the Agreement.

1. Scope of Services

1.1 Task 1.0 Planning Meetings

EOM will meet with County staff to discuss project tasks and ensure all are properly planned. During this meeting EOM will provide the County an activity summary which will outline all tasks that will need to be completed prior to the December 31st, 2022 deadline. The activity summary is a summary of the best management practices (BMPs) in the County’s Stormwater Management Program (SWMP). EOM will meet with County staff prior to the end of the permit year to discuss the SWMP and ensure that all tasks are complete or scheduled for completion.

1.2 Task 2.0 – MCM A, BMP 1 – Stormwater Presentations

EOM will prepare and present 3 educational opportunities utilizing lesson plans, books, etc.

1.3 Task 3.0 – MCM A, BMP 2 – Education through Media Outlets

EOM will prepare and distribute 4 general awareness information topics to multiple media outlets.

1.4 Task 4.0 – MCM A, BMP 3 – Education through Website Scope Changes

EOM will make recommendations to IT for updates to the website to improve education content and ease of use.

1.5 Task 5.0 – MCM A, BMP 4 – Educational Brochures

EOM will create educational brochures for distribution at the County administrative offices. Cost of printing will be billed to the County without markup.

1.6 Task 6.0 – MCM B, BMP 1 – Rivers Alive Clean-Up

EOM will coordinate, advertise and oversee a stream clean up event.

1.7 Task 7.0 – MCM B, BMP 2 – Community Outreach Clean-Up

EOM will coordinate, advertise and oversee a litter clean up event.

1.8 Task 7.0 – MCM B, BMP 3 – Local Stormwater Advisory Committee

EOM will facilitate one annual meeting of a committee of the development community for the purposes of receiving input on the SWMP. EOM will assist staff in creating the list of invitees to the panel and soliciting their participation. EOM will prepare the agenda and minutes for the meeting and distribute them to the panel.

1.9 Task 9.0 – MCM C, BMP 3 – Illicit Discharge Detection Elimination (IDDE) Inspections

In accordance with the County's approved SWMP, The County is required to complete dry weather screening on 100% of the total number of outfalls within the 5-year permit term that are located within the County limits that outfall to Waters of the State annually.

Dry weather screening will be performed according to the County's dry weather screening procedures approved by the EPD. The EPD approved dry weather screening checklist will also be filled out for each outfall visited and inspected. The checklists will be delivered in a format that can be easily inserted into the County's NPDES Phase II 2022 Annual Report.

If a dry weather discharge is present, a visual observation of the flows odor, color, turbidity, and floatables will be noted. Also, a sample will be collected and tested per the County's approved IDDE Guidance Manual for temperature, pH level, chlorine, surfactants, and specific conductivity utilizing an in-situ water quality meter. Finally, a sample will be collected and analyzed for surfactants by a laboratory. If the in-situ measurement or visual observations indicated potential sewage, a fecal coliform grab sample will be collected and analyzed by a laboratory.

1.10 Task 9.1 – IDDE Source Tracing

Source tracing activities will need to be completed if the dry weather screening data indicates that there is a potential water quality impairment present.

The County will be notified immediately if the in-situ parameters or laboratory results indicate that there is a potential illicit discharge prior to beginning any source tracing activities. EOM will not initiate source tracing activities without prior authorization of the County.

Source tracing will involve following the MS4 system "upstream" in an attempt to identify the source of the non-stormwater discharge. Please note that the NPDES Phase II permit requires that the County to source trace 100% of the identified illicit discharges and notify the illicit discharger to cease the activity, if the source tracing clearly documents the source. In the event that the source cannot be definitively identified, the County is only required to document the activities undertaken and the findings. All the source tracing work should be performed according to the EPD approved Source Tracing Procedures included in the County's SWMP.

Source tracing is considered out of scope. In the event that EOM performs a source tracing work effort, the estimated cost for EOM to conduct the work will be based on a "per source tracing exercise." If the illicit discharge source cannot be clearly identified within a three hour time frame, the work will be documented and provided to the County for approval of further investigation.

1.11 Task 10.0 – MCM C, BMP 4 – Illicit Discharge Education

EOM will assure on of the topics in Task 2.0 above is related to IDDE.

1.12 Task 11.0 – MCM D, BMP 3 & 4 – Erosion and Sediment Inspections and Enforcement

At the request of the County, EOM can conduct E&S inspections and conduct enforcement, in conjunction with the Code Enforcement department, at hourly rates upon written authorization from the County.

1.13 Task 12.0 – MCM F, BMP 2 – MS4 Inspections

In accordance with the County's approved SWMP, the County shall inspect 100% of the MS4 structures in urbanized areas within the 5 year permit term. EOM will complete a visual inspection and record the data. The inspection records will be summarized in an excel spreadsheet and submitted with the Annual Report.

1.14 Task 13.0 – MCM F, BMP 5 – Employee Training on Facility Pollution Prevention

EOM will utilize existing training materials and conduct an employee training session for County employees involved in facility management, construction, or operations.

1.15 Task 14.0 – Annual Report Production for Deliver to EPD

After the December 31st, 2022 deadline, EOM will contact County staff to collect information on programs implemented during the 2022 reporting period. This documentation will be used to develop the County’s Annual Report for submittal to EPD by February 15th, 2023. Prior to submittal, an electronic copy of the Annual Report will be provided to the County for review and comment. Once the County finds the report acceptable, EOM will submit the Annual Report to EPD.

1.16 Task 15.0 – Address EPD Comments

If EPD has comments on the Annual Report, EOM will address the comments on an hourly basis.

1.17 Task 16.0 – Additional MS4 Needs

At this time, the County’s MS4 boundary is limited and fully developed. As such, some of the services in MCM E and F have not been needed. In the event this changes, EOM can provide additional services at an hourly rate upon written authorization from the County.

1.18 Task 17.0 – Schedule

All compliance activities are scheduled to be completed by December 31st, 2022. The Annual Report will be completed and ready to submit by February 15th, 2023.

2. Compensation

2.1 Owner shall pay to EOM as compensation for services performed under this Task Order a Base Fee of Twenty-One Thousand Three Hundred Dollars (\$21,300.00).

Tasks	Cost
Task 1.0 – Planning Meetings	\$600
Task 2.0 – Stormwater Presentations	\$3,150
Task 3.0 – Education Through Media Outlets	\$980
Task 4.0 – Education Through Website	\$680
Task 5.0 – Educational Brochures	\$1,300
Task 6.0 – Rivers Alive Clean-Up	\$980
Task 7.0 – Community Outreach Clean-Up	\$2,210
Task 8.0 – Local Stormwater Advisory Committee	\$2,000
Task 9.0 – IDDE Inspections	\$1,250
Task 9.1 – IDDE Source Tracing	Hourly if required
Task 10.0 – IDDE Education	Inc. in Task 3
Task 11.0 – E&S Inspections & Enforcement	Hourly if required
Task 12.0 – MS4 Inspections	\$2,900
Task 13.0 – Employee Training	\$550
Task 14.0 – 2021 Annual Report Production	\$4,700
Task 14.1 Address EPD Comments	Hourly if required
Task 15.0 – Additional MS4 Services	Hourly if required
Total	\$21,300

2.2 Services will be billed on a monthly basis.

2.2 Additional efforts, including fees and services outside the Scope of Work detailed herein, will be coordinated directly with the Owner prior to proceeding. Additional fees will be billed at the hourly rates.

3. Authority

3.1 Both parties represent and warrant to the other party that the execution, delivery, and performance of this Task Order has been duly authorized by the responsible parties thereof. Both parties warrant that all required approvals have been obtained and the executing party below has such authority to bind the party.

Both parties indicate their approval of this Task Order by their signatures below.

**EOM OPERATIONS,
a division of EOM PUBLIC WORKS, LLC**

Effingham County Board of Commissioners

Authorized Signature:

Authorized Signature:

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____