



January 30, 2023

City of Madison, Alabama  
100 Hughes Road  
Madison, Alabama 35758

Attention: Ms. Michelle Dunson, P.E., CFM

Reference: **Proposal for NPDES Construction Services**  
**Balch Road Improvements – Neldabrook Way to Gillespie Road**  
Madison, Madison County, Alabama  
S&ME Proposal No. 23820015

Dear Ms. Dunson:

S&ME, Inc. is pleased to submit this proposal for providing environmental consulting services related to storm water permitting and inspection for the Balch Road Improvements. The proposal describes our understanding of the project, outlines our approach, and presents a schedule and proposed fee for these services. Our Agreement for Services (Form AS-071) is attached and is incorporated as part of this proposal.

### ◆ Project Information

Project information was supplied by Ms. Michelle Dunson with the City of Madison in an email to Ms. Sarah Yeldell with S&ME on January 24, 2023. Additional information was obtained from the plan sheets prepared by S&ME for the project.

The City of Madison intends to improve approximately one mile of Balch Road beginning at Neldabrook Way and ending at Gillespie Road. The project generally consists of the addition of turn lanes at several intersections along the alignment, the construction of additional sidewalk, and the extension of an existing culvert. S&ME understands the construction is scheduled to take approximately 18 months to complete.

The Alabama Department of Environmental Management (ADEM) currently requires construction sites equal to or greater than one (1) acre in size to apply for coverage under the National Pollutant Discharge Elimination System (NPDES) Alabama Construction General Permit. This permit requires the development of a site-specific narrative Construction Best Management Practices Plan, monthly inspections and reporting, inspections and reporting after qualifying rain events, weekly inspections of disturbance within the banks of a waterbody, and semi-annual CBMPP evaluations.

When the project is complete and all disturbed areas have been suitably stabilized, ADEM requires that a Termination Request be filed. A Spill Prevention Control and Countermeasures (SPCC) Plan is also required by this permit if fuel, chemicals, or pollutants are stored on site during construction.



The receiving waters for the subject construction site are Bradford Creek and Mill Creek. Neither Bradford Creek nor Mill Creek are identified on the 2022 303(d) list, nor have Total Maximum Daily Loads (TMDLs) been established; therefore, the subject site is not considered a Priority Construction Site as defined by the Construction General Permit.

S&ME understands the City of Madison is requesting that S&ME prepare the permitting documents and conduct the required weekly, monthly, post-precipitation, and semi-annual inspections.

## ◆ Scope of Services

### Task 1 – Construction Best Management Practices Plan

S&ME will prepare the required site-specific narrative Construction Best Management Practices Plan (CBMPP) for the subject construction site in general accordance with the Alabama Construction General Permit. S&ME personnel will conduct the Pre-Construction Observation prior to finalizing the CBMPP to verify existing site conditions and outfalls.

The CBMPP will provide a narrative summary of planning considerations, procedures, activities, and practices implemented for the prevention and/or minimization of pollutants in runoff. The plan will include installation details for various types of sediment and erosion control Best Management Practices and will be certified by a Professional Engineer acting as the Qualified Credentialed Professional. The specific content of the narrative CBMPP is outlined in Part III.E of the permit.

The CBMPP will be provided as a draft for the Permittee to review. After receiving and addressing comments from the Permittee, the final CBMPP will be issued as an electronic file. One hardcopy will be provided for use on the subject site.

**As the site is not a Priority Construction Site, the CBMPP will not be submitted to ADEM;** therefore, this proposal does not include addressing comments from an ADEM review of the CBMPP.

### Task 2 – Pre-Construction Observation

Prior to finalizing the CBMPP, S&ME will perform the Pre-Construction Observation required by Part III.H.1 of the Alabama Construction General Permit. The Pre-Construction Observation will consist of a comprehensive inspection of the proposed construction site including proposed areas of land disturbance, existing storm water conveyances, and proposed outfalls. The observation will be performed by the Qualified Credentialed Professional or a qualified person under the direct supervision of the Qualified Credentialed Professional.

### Task 3 – Notice of Intent

S&ME will prepare the electronic Notice of Intent (NOI) for coverage under the 2021 Alabama Construction General Permit ALR100000 for the subject construction site. S&ME will also prepare the required attachments, including the map identifying the site location and outfalls and the Delegation of Authority form (if appropriate). The NOI will be certified by a Professional Engineer acting as the Qualified Credentialed Professional.



The Permittee will be responsible for submitting the completed and certified NOI and the required attachments to ADEM via the Alabama Environmental Permitting and Compliance System (AEPACS). **S&ME will submit the permit issuance fee of \$1,385 via AEPACS**, on behalf of the Permittee.

#### Task 4 – Monthly and Post-Precipitation Site Inspections

The Construction General Permit requires that a site inspection be performed a minimum of once per month. Site inspections must also be performed following each 0.75-inch or greater rainfall that occurs within any 24-hour period. Inspections following a qualifying precipitation event must commence no later than 24 hours after resuming construction activities and must be completed within five days of the qualifying event.

S&ME will conduct the required site inspections, as needed, and complete the NPDES Construction Stormwater Inspection Report and BMP Certification (ADEM Form 23) for each site inspection. Each inspection will be conducted by a qualified person under the direct supervision of the Qualified Credentialed Professional.

S&ME estimates an average of two inspections per month over the course of the project. These inspections are required until all disturbed areas have been fully reclaimed, permanently stabilized, or perennial vegetative cover is established. **With an expected project duration of 18 months, S&ME anticipates performing 36 site inspections.**

#### Task 5 – Weekly Inspections of Active Disturbance within the Banks of a Waterbody

Part III.H.3(f) of the Construction General Permit requires that a site inspection be performed at least once a week on all active disturbance occurring within the banks of a waterbody. Disturbances planned within the banks of a waterbody for the subject project include:

- Intermittent Stream 1 - Extension of the existing 15-inch reinforced concrete pipe (RCP) under Balch Road at Sta. 63+69

S&ME will conduct the required inspections at a minimum of once per week until the disturbance/activity impacting the waterbody is complete and the disturbed area within the stream banks is fully stabilized. Following each inspection, S&ME will complete the NPDES Construction Stormwater Inspection Report and BMP Certification (ADEM Form 23). Each inspection will be conducted by a qualified person under the direct supervision of the Qualified Credentialed Professional.

The culvert at Stream 1 is expected to take approximately 2 weeks to complete. S&ME anticipates performing 2 weekly inspections. The weekly inspections will be performed concurrently with the monthly and post-precipitation inspections when possible. **For budgeting purposes, S&ME assumes 2 weekly inspections will be conducted in addition to the 36 monthly/post-precipitation inspections.**

#### Task 6 – Semi-Annual CBMPP Evaluation

The Construction General Permit requires that the Qualified Credentialed Professional perform an on-site evaluation of the erosion and sediment controls once every six months. S&ME will conduct the required semi-annual evaluations and complete the ADEM NPDES Construction Stormwater Inspection Report and BMP



Certification (ADEM Form 23) for each evaluation. **With an expected project duration of 18 months, S&ME anticipates performing three semi-annual CBMPP evaluations.**

### **Task 7 – NPDES Voluntary Termination**

To apply for permit termination, the Qualified Credentialed Professional must confirm that the regulated activity authorized by the Construction General Permit has been completed; construction/industrial effects removed; solid waste/debris properly disposed of; disturbed areas have been fully reclaimed, suitably stabilized, or perennial vegetative cover established; and storm water discharges do not represent an adverse impact to water quality.

After conducting a site inspection and determining that the termination criteria have been met, S&ME will complete the Voluntary Termination (ADEM Form 21) via AEPACS. The Voluntary Termination will be certified by a Professional Engineer acting as the Qualified Credentialed Professional. The Permittee will be responsible for submitting the Voluntary Termination to ADEM via AEPACS.

### **◆ Excluded Services**

Without attempting to be a complete list or description, the following services are specifically excluded from this proposal:

- Assessment of the facility's compliance with regulations other than the Construction General Permit
- Daily site observations as required by the Construction General Permit
- Wetlands identification and/or delineation
- Archeological identification
- Revisions to the CBMPP
- Preparation of corrective action plans or enforcement responses



## ◆ Compensation

Based on the information provided to us and the activities as described under the Scope of Services outlined above, S&ME proposes the following budgets:

Task	Unit Fee	Units	Budget
1. Construction Best Management Practices Plan	\$4,470	1	\$4,470
2. Pre-Construction Observation	\$730	1	\$730
3. Notice of Intent	\$930	1	\$930
3a. ADEM Permit Issuance Fee	\$1,385	1	\$1,385
4. Monthly and Post Precipitation Site Evaluations	\$375	36	\$13,500
5. Weekly Inspections	\$270	2	\$540
5. Semi-Annual CBMPP Evaluations	\$710	3	\$2,130
6. Termination Request	\$220	1	\$220
<b>TOTAL PROPOSED BUDGET (18 MONTHS)</b>			<b>\$23,905</b>

The proposed budgets will not be exceeded without prior authorization from you. Any additional activities, required or requested, will be accomplished on a negotiated basis.

## ◆ Use of Proposal/Report

This proposal is solely intended for the services described in the Scope of Services. The Scope of Services may not be modified or amended, unless the changes are first agreed to in writing by the client and S&ME. Use of this proposal and resulting deliverable is limited to the above-referenced project and client. No other use is authorized by S&ME.

## ◆ Authorization

Our Agreement for Services, Form Number AS-071, is attached and is incorporated as a part of this proposal. Please indicate your acceptance of our proposal by signing the form and returning it to our office. We will then proceed with the performance of the services.

If you elect to accept our proposal by issuing a purchase order, then please reference this proposal number and date. Your purchase order will be an acceptance of our Agreement of Services and an authorization to proceed with the performance of our services. The terms and conditions included in any purchase order shall not apply, as our agreement is for services that are not compatible with purchase order agreements.

If this proposal is transmitted to you via email, and if you choose to accept this proposal by email, your reply email acceptance will serve as your representation to S&ME that you have reviewed the proposal and the associated Agreement for Services (AS-071) and hereby accept both as written.



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◆ **Closing**

S&ME appreciates the opportunity to be of service to you. If you have any questions regarding the outlined scope of work, or if we may be of any further assistance, please call.

Sincerely,

**S&ME, Inc.**

A handwritten signature in black ink that reads "Patrick Curwen".

Patrick Curwen  
Environmental Staff Professional

A handwritten signature in blue ink that reads "Deborah J. Jones".

Deborah J. Jones P.E.  
Senior Engineer

Attachments: S&ME Agreement for Services (Form AS-071)