

PID No. __ _____
State Job No. _

Approved Final Scope of Services Date:

Stormwater Management Plan Implementation
(As Required by ODOT's Municipal Separate Storm Sewer System (MS4) Permit from Ohio EPA)

Scope of Services

ODOT is required to implement a Stormwater Management Plan (SWMP) to maintain compliance with the MS4 (Municipal Separate Storm Sewer System) Permit to discharge stormwater to surface waters in regulated urbanized areas across the state. Specific BMP's (Best Management Practice) are required to maintain compliance with the permit. As a requirement of the permit, ODOT prepares a Stormwater Management Plan Annual Report, which outlines the methods and policies ODOT implements to show compliance with the conditions of the MS4 permit.

The Stormwater Management Plan is continuously updating policies and procedures as new stormwater regulations are adopted by Ohio EPA. The continuous function of the consultant is to help ODOT identify impacts of future regulations and assist ODOT in creating policies or procedures to maintain compliance with the regulations. ODOT works closely with the consultant to understand and address current regulations requirements.

The scope of services for the implementation of ODOT's SWMP required under the current term is anticipated to include the following:

- As applicable to the work produced under the contract, the consultant shall adhere to the most current versions of ODOT's latest manuals, standard drawings, department policies and current CMS; including the SWMP, SWMP annual reports, and the MS4 Permit; and all other applicable Ohio EPA guidelines and Federal and State regulations.
- Consideration should be given to initial costs, long-term costs, maintenance issues and departmental policies and initiatives.
- The consultant will be required to perform miscellaneous activities to assist ODOT in the implementation of the SWMP and to maintain compliance with the MS4 Permit. The anticipated activities, which may be required to be performed concurrently, are as follows:
 1. Prepare and revise Storm Water Management Plan Annual Report each year as requested. The annual reports must be submitted via the report form in OEPA's Surface Water Tracking, Reporting, and Electronic Application Management System (STREAMS).

2. Revise Stormwater Management Plan for the next generation MS4 permit and update it annually.
3. Evaluate effectiveness of BMPs in the SWMP by developing and tracking measurable goals, performance standards and reporting requirements.
4. Develop Stormwater Pollution Prevention Plans (SWPPPs) for up to 8 ODOT facilities to ensure compliance with existing and future Industrial Stormwater General Permits (OHR000007).
5. Assist in review of TMDL watershed reports as necessary.
6. Provide expertise on stormwater regulations and how new guidelines affect ODOT's operations and policies. Provide comments on OEPA NPDES permit revisions.
7. Miscellaneous activities to meet various Ohio EPA Permit mandates, including:
 - a. Provide technical expertise for developing permit compliance responses based on current permit trends at state and national levels.
 - b. Prepare reports and budgets for compliance strategies.
 - c. Develop and revise Standard Operating Procedures as tasks are performed.
8. Participate in status calls and miscellaneous meetings.
9. Perform the following tasks for ODOT's self-paced, online training needs. The delivered training shall be SCORM-compliant to integrate into the Department of Administrative Service's (DAS) Learning Management System (LMS) and ODOT's Local Technical Assistance Program (LTAP) eLearning system.
 - a. Annually review and update ODOT's Facility SWPPP training as needed.
 - b. Annually review and update ODOT's SWPPPTrack for Facilities training as needed.
 - c. Annually review and update ODOT's District MS4 Liaison training modules as needed.
 - d. Annually review and update ODOT's BMP Inspection and Maintenance training as needed.
 - e. Develop new Post Construction BMP design training modules (estimated as nine 30-minute modules).
10. Provide comprehensive annual SWPPP inspections for up to 80 ODOT facilities in MS4 area and update facility SWPPPs as needed.
11. Review and suggest revisions to ODOT's stormwater management webpage.
12. Revise and update ODOT's Outfall Manual.
13. For compliance with Minimum Control Measure 4 - Construction Site Stormwater Runoff Control (MCM4), perform the following activities:
 - a. Revise up to 20 Standard Construction Drawings for Temporary Erosion and Sediment Controls.
 - b. Assist with roll-out of new Construction Stormwater Manual.
 - c. Update manual photos using computer generation to correspond with training materials.
 - d. Annually review and revise ODOT's Construction Stormwater Management Manual using In Design desktop publishing software.
 - e. Miscellaneous SWPPP support services (project SWPPP reviews)
 - f. Update HT 206 training modules
 - g. Develop 1-hr training course for ODOT project Engineers

- h. Develop Construction Stormwater Field Manual (Flipbook)
- i. Develop testing course material for SWPPP Designer/SWPPP Inspector certification

The consultant shall perform the service listed above under the direction of the Storm Water Program Manager in ODOT's Office of Hydraulic Engineering and/or his/her designee.

All work performed by the consultant under this agreement shall be performed in stages under the direction of the MS4 Permit Coordinator in ODOT's Office of Hydraulic Engineering, and/or his/her designee. The consultant shall work as an adjunct to the staff of ODOT's Office of Hydraulic Engineering.