



APTIM
18100 Von Karman Avenue, Suite 450
Irvine, California, 92612
Tel: 949-261-6441
Fax: 949-474-8309
Aptim.com

September 4, 2018

Mr. David Hart
Maintenance, Operations, and Facilities
Mount Diablo Unified School District
1480 Gasoline Alley
Concord, CA 94520

Subject: Proposal for 2018-2021 Environmental Compliance Assistance for the Maintenance and Operations Complex, Mount Diablo Unified School District, 1480 Gasoline Alley, Concord, California.

Dear Mr. Hart:

Aptim Environmental and Infrastructure, Inc. (APTIM) is pleased to submit this proposal to provide ongoing environmental compliance consultation and professional services field support to Mount Diablo Unified School District (MDUSD) for the Maintenance and Operations Facility (Facility) located at 1480 Gasoline Alley, Concord, Contra Costa County, California. This proposal addresses three compliance areas for the reporting period September 1 2018, through August 31, 2021. These three compliance areas are: 1) the MDUSD Storm Water Pollution Prevention Program; 2) compliance with the requirements of the Central Contra Costa Sanitary District (CCCSD) Class III Industrial Users permit; and 3) compliance with the requirements of the California Aboveground Petroleum Storage Act. APTIM's proposed scope of work and cost estimate for each of the three compliance areas are described below.

SCOPE OF WORK

MDUSD Storm Water Pollution Prevention

The State of California Industrial Storm Water General Permit Order 2014-0057-DWQ (NPDES No. CAS000001) one of which is transportation maintenance activities, such as that operated by MDUSD at the Facility. All facilities operating under the Industrial General Permit must prepare and maintain a current Storm Water Pollution Prevention Plan (SWPPP), implement a storm water monitoring/sampling program, and file an Annual Report summarizing the sampling and monitoring activities of the previous year.

APTIM understands that MDUSD has implemented programs addressing the Industrial General Permit, and has plans and procedures in place. APTIM has supported these programs in previous years, and this proposal includes activities to continue this support during the reporting year. These supporting tasks include:



1. Storm Water Pollution Prevention Monitoring and Compliance

APTIM will provide Industrial General Permit storm water monitoring, to include inspections, sampling, and analytical services during each of the three reporting years, as detailed below. The Industrial General Permit defines the reporting year as July 1 to June 30 of the subsequent year.

A. Monthly Visual Observations and Best Management Practice (BMP) Inspections

Monthly visual inspections will include observations of outdoor facility operations and any authorized or unauthorized non-storm water discharges (NSWD) as detailed in the SWPPP. Additionally, APTIM will complete monthly visual observations to:

- Document the presence of, and identify the source of, any pollutants and non-storm water flows; and
- Evaluate BMPs that may need maintenance, upgrades, or revision.

All observations will be reported to the MDUSD Pollution Prevention Team Leader or designated individual, including BMP deficiencies, for which MDUSD would be responsible for implementing repairs or maintenance under the Industrial General Permit. APTIM will evaluate and document whether or not response actions have been completed during the subsequent monthly inspection. If identified deficiencies require revision or additional effort to adequately implement, APTIM will inform MDUSD in the observation report. If requested by MDUSD, APTIM can provide revised or new BMP designs; however, the cost for this particular scope is not considered as part of this proposal.

B. Qualifying Storm Events (QSE)

The Industrial General Permit requires dischargers covered by the Permit to collect and analyze storm water samples from two (2) QSE's within the first half of each reporting year (July 1 to December 31) and from two (2) QSE's within the second half of each reporting year (January 1 to June 30). A QSE is defined as any precipitation event that produces a storm water discharge from at least one drainage area identified in the SWPPP, and is preceded by at least 48 hours with no discharge from any drainage area.

In order to ensure compliance with the Industrial General Permit, an APTIM scientist or technician will collect storm water samples at the Facility at all discharge locations where storm water discharge is observed for four (4) QSE's during the reporting year, in accordance with the SWPPP. Samples will be collected at designated sampling locations within four (4) hours of either 1) the start of discharge; or 2) the start of facility operations if the QSE occurs within the previous 12 hours.

APTIM will provide the necessary materials and equipment for sampling and will follow monitoring exceptions (exclusions such as unsafe conditions) and procedures as outlined in



the SWPPP. This scope of work and cost estimate assumes that storm water flow is sufficient that four samples can be collected each time APTIM mobilizes to the Facility.

APTIM will also visually observe storm water discharges for the QSE events sampled as described above. Visual observations shall be employed to detect the presence or absence of floating and suspended materials, oil and grease, discolorations, turbidity, odors, and source(s) of any observed pollutants. APTIM will document QSE sampling and observations on the Visual Observation Log – Sampling Events and Sampling Log, as provided in the MDUSD SWPPP, Appendix C. In the event that QSE visual observations and sampling are not performed due to lack of QSEs during either monitoring period, CB&I will provide an explanation in the Annual Report.

APTIM will make every effort to limit trips to the Facility for sample collection to times when the storm water flow is sufficient for sample collection from all four drainage areas. However, because of the time constraints detailed in the Industrial General Permit for sample collection (described above) and unpredictable weather patterns, APTIM staff may mobilize for the collection of samples even though ultimately a minimal amount of rainfall occurs, resulting in insufficient storm water flow for sampling all four locations. Additional trips may be required to collect all required samples. Additional charges will accrue for legitimate additional trips. APTIM can, on a time and materials basis, mobilize to collect additional samples at the Facility beyond those necessary to meet the two (2) QSE per half reporting period requirement described above. Such additional sampling events may be completed at the request of the regulatory agency, or may be undertaken in order to lower the average of a particular analyte detected during previous sampling events, so as to avoid a possible annual Numeric Action Level (NAL) exceedance.

C. Laboratory Analysis

APTIM will subcontract with a California Environmental Laboratory Accreditation Program (ELAP)-certified analytical laboratory for analyses of samples collected during all QSE's storm water events, as detailed in Section 1, Item b, above. APTIM will arrange for sample delivery to the laboratory and will act as laboratory liaison to ensure that the appropriate analytical methods are used, the detection limits are sufficiently low to compare to Industrial General Permit NALs, data are delivered in a timely manner, and the analytical report meets Facility needs.

Per the Industrial General Permit requirements, the following analyses will be performed for storm water samples collected at the Facility by APTIM:

- pH (to be conducted in the field at the time samples are collected)
- Total suspended solids (Method SM 2540-D)
- Oil and Grease (Method 1664A)
- Gasoline (TPH-purgeable) (Method 8015 Modified)
- Diesel (TPH-extractable) (Method 8015 Modified)



- Diazinon (Method to be determined in consultation with laboratory)
- Any pollutant likely to be present in discharge as determined during monitoring events may be added to the analyte test list as necessary.

Note: Diazinon analysis is not included in this cost estimate. If it is determined diazinon is a required constituent for analysis as a result of recent on-site use, APTIM will provide a cost estimate under separate cover.

An APTIM Environmental Scientist or Environmental Engineer will review the laboratory data to ensure that it is complete per the analytical request and that it meets the requirements of the Industrial General Permit's detection limits. APTIM will tabulate the data on the State of California Stormwater Multiple Application and Report Tracking System (SMARTS) Ad Hoc electronic form that must be submitted within 30 days of analytical report receipt.

2. Annual Comprehensive Site Compliance Evaluation Event

The Industrial General Permit (Section XV) requires one Annual Comprehensive Site Compliance Evaluation (Annual Evaluation) for each reporting year, at least eight months and not more than 16 months after the previous Annual Evaluation. APTIM will perform one yearly comprehensive Facility walkthrough in each of the three years covered by this proposal to prepare the comprehensive annual compliance report portion of the Annual Report. The Facility walkthrough will include a visual inspection, which will be documented on a standard checklist that is based on the Industrial General Permit requirements for the Annual Evaluation. It will consist of, at a minimum, an inspection of:

- All areas of industrial activity and associated potential pollutant sources for evidence of (or potential for) pollutants entering the storm water conveyance system;
- All drainage areas previously identified as having no exposure to industrial activities and materials in accordance with the Industrial General Permit Section XVII;
- Equipment needed to implement BMPs; and
- All installed physical BMPs.

The evaluation will also include the following:

- A review of all sampling, visual observation, and inspection records for the reporting year;
- A review and effectiveness assessment of all BMPs for each area of industrial activity and associated potential pollutant sources to determine if the BMPs are properly designed, implemented, and are effective in reducing/preventing pollutants in storm water discharge and authorized NSWDS; and
- A review of the most recent revision of the SWPPP to ensure it is up to date.

3. Annual and Interim Reporting

- A. APTIM will provide a brief email and/or verbal summary for MDUSD after sampling activities and/or observations have been completed, including discussion of any issues that require MDUSD attention, if any.



- B. APTIM will complete the Annual Report, as required per Section XVI of the Industrial General Permit, and submit the report in electronic format to the SMARTS system. APTIM will input information from inspections, sampling, and the Annual Evaluation for MDUSD and prepare a draft report for MDUSD to review. After satisfactory resolution of all comments, APTIM will submit the report for MDUSD to certify in SMARTS. The Annual Report will be submitted no later than July 15 of each year.

4. SWPPP Updates

The Industrial General Permit requires the discharger to update the facility SWPPP as necessary to address permit or facility changes. The SWPPP is reviewed each year as part of the Annual Evaluation described above to determine if any updates or revisions are necessary. In addition, updates or revisions throughout the year may be necessary as conditions change. MDUSD will be required to certify and changes to the SWPPP that are completed and uploaded to SMARTS.

Based on the results of the Annual Evaluation for the 2017-2018 reporting year, APTIM does not anticipate any changes to the SWPPP are necessary at this time. However, it is noted that the facility is currently in Level 1 status for NAL exceedances of TSS during the 2016-2017 reporting year. In order to return to 'baseline' status, the facility requires one more sampling round without a NAL exceedance for TSS. Should the next round of storm water sampling result in a NAL exceedance for TSS, the facility would transition to Level 2, which would require, among other things, a revision to the SWPPP in order to identify the current Qualified Industrial Stormwater Practitioner (QISP) as well as review and potential implementation of additional BMPs. Furthermore, should the facility enter into Level 2 status, this would require preparation of a Level 2 Exceedance Response Action (ERA) Action Plan and Technical Report, both prepared by a QISP. If necessary and requested by MDUSD, APTIM can provide a QISP to prepare these reports; however as the requirement for these reports is conditional based on upcoming sample results, the cost for this particular scope is not considered as part of this proposal

MDUSD INDUSTRIAL USER PERMIT

The Facility discharges waste water generated on-site to the Central Contra Costa Sewer District (CCCSD) facilities, therefore CCCSD has issued an Industrial User Permit that contains specific process, inspection, sampling, and reporting requirements. APTIM understands that MDUSD has a program in place to meet the permit provisions, and APTIM has implemented the inspection, sampling, and reporting aspects of the program on behalf of MDUSD in previous years. This proposal includes a continuation of APTIM's the activities, including the following tasks:

1. Inspect the wash bay and collect samples from the oil/sand interceptor effluent

Per the Industrial User Permit, the wash bay and landscape oil/sand interceptors at the Facility must be inspected and sampled once every six months, in December and June.

The CCCSD permit requires that an effluent sample from the sample box downstream of the interceptor must be collected during one full workday at regular intervals over 8 hours. A second oil/sand interceptor, installed near the landscape equipment staging area, and which has not been



used in several years, must also be inspected every six months; in the case of the Facility, APTIM understands inspections will be performed in December and June of each year.

APTIM will inspect the wash bay and collect an effluent sample from the wash bay interceptor, as required, in December and again in June of each year of this proposal. APTIM will submit the wash bay samples to an analytical laboratory, review the analytical results, and submit the data to the CCCSD on behalf of MDUSD for each of the two events. Samples will be analyzed for the parameters listed in MDUSD's Industrial User Permit.

2. Prepare the semi-annual Periodic Compliance Report (PCR)

The PCR will be completed using the report form provided by CCCSD. The PCR will be completed and submitted by January 30 of the following year for all December inspections, and by July 31 of the same year for all June inspections, as required by CCCSD.

The MDUSD Industrial Users Permit requires that the wash bay oil/sand interceptor be cleaned and maintained at least every 90 days, and any waste from the maintenance be disposed of in accordance with applicable waste handling and disposal regulations. In addition, MDUSD also handles and disposes of hazardous waste. CB&I understands that MDUSD has contracted with other firms for these activities. Documentation of these activities for the preceding 6 months must be attached to each PCR, which includes cleaning manifests for the maintenance of the wash bay interceptor and waste manifests for any hazardous waste disposal for the past 6 months. MDUSD will provide the documentation to APTIM in a timely manner so that APTIM can complete the PCR as required.

The PCR also summarizes the semi-annual sampling associated with the wash bay, and must include the analytical reports. If the data are not received by the time the PCR is submitted, the report must note this with the date of sampling and be amended when the data are received. In the unlikely event this occurs, APTIM will prepare an amended report when the data for the sampling is received.

SPILL PREVENTION CONTROL AND COUNTERMEASURE (SPCC) PLAN

MDUSD meets the definition of a "tank facility" per 40 CFR 112.7 and the California Aboveground Petroleum Storage Act, and is therefore required to maintain an up-to-date SPCC Plan. The regulations require that the SPCC Plan be reviewed and re-certified at a minimum of every 5 years if no structural changes have occurred at the facility. MDUSD currently has an SPCC Plan which was prepared in 2010, and was revised and certified by APTIM in 2017. Therefore there are no planned re-certifications to the SPCC during this proposal period of performance.

Section 1.1 of the MDUSD SPCC Plan stipulates that the Plan be reviewed on an annual basis, and updated to reflect any administrative changes (such as personnel changes or revisions to contact information). Typically, these reviews are conducted by MDUSD staff. Additionally, the Plan must be amended within six (6) months whenever there is a change in facility design, construction, operation, or maintenance that materially affects the facility's spill potential. These amendments must be certified by a Professional Engineer (P.E.). APTIM understands that MDUSD has recently installed a new diesel



exhaust fluid (DEF) tank and removed Tank #3 from the facility. These changes in facility design require an amendment to the SPCC Plan as described below.

Updating the SPCC Plan will include one site inspection by an APTIM licensed P.E. (or another APTIM employee, as an agent according to its definition under SPCC Regulation 40 CFR 112, who is not a licensed engineer but will serve as APTIM's authorized representative), a review of tank specifications and installation documentation, and preparation of the required changes to the SPCC Plan. APTIM will finalize the SPCC Plan for engineering certification by a licensed P.E., as required by 40 CFR 112. The SPCC Plan will be provided in a draft format for review by MDUSD prior to finalizing. Our estimate assumes that MDUSD staff will provide the necessary information to complete the Plan, including tank specifications, operational details, operational procedures, and other pertinent information as available.

In addition to updating the SPCC Plan, MDUSD has asked APTIM to conduct monthly and annual facility inspections in accordance with Section 3.7.2 of the SPCC Plan. These inspections include checking tanks and associated piping for leaks, cracks, or other structural integrity issues, as well as verifying proper level gauge operation and other ancillary tasks as described in the Plan. APTIM will document completion of these inspections using checklists that are included with the SPCC Plan.

ASSUMPTIONS

APTIM assumes the following in conjunction with performing the scope of work described herein:

- Field activities performed by APTIM will be conducted during normal business hours of 7:30 AM to 5:30 PM, Monday through Friday.
- APTIM will coordinate each site visit with the Building and Grounds Manager or his delegate prior to scheduled field activities to ensure that APTIM has appropriate access to the facility.
- Pertinent documentation associated with the wash bay oil/sand interceptor cleaning and hazardous waste disposal will be provided to APTIM in a timely manner in order to ensure completion of the PCR and submittal to CCCSD.
- APTIM will conduct storm water compliance program tasks, including the monitoring activities, sample collection and analysis, and reporting on a schedule that is in accordance with the Industrial General Permit requirements.
- APTIM will conduct the final monthly inspection, the Annual Evaluation, and prepare the Annual Report on a schedule that will allow adequate time for review of the drafts by MDUSD. It is assumed that MDUSD will review the draft Annual Report within 10 business days of receipt from APTIM.
- APTIM will conduct the sampling, inspections, and reporting for this project in accordance with the MDUSD Industrial User Permit. It is assumed that MDUSD will provide the maintenance documents and waste disposal manifests to APTIM.



- MDUSD will provide APTIM with all documentation associated with the installation and operation of the new DEF tank recently installed at the facility, including installation plans and operational manuals, in order to revise the SPCC Plan in accordance with federal regulations.

TERMS AND COST ESTIMATE

APTIM is proposing to provide the services described in this proposal for **\$155,000.00** on a time and materials (T&M) cost basis. An approximate breakdown of costs is attached.

APTIM will provide the work in accordance with its standard terms and conditions as established in the Professional Services Agreement (PSA) dated December 1, 2015, between CB&I Environmental & Infrastructure, Inc. and Mt. Diablo Unified School District. Please issue a Purchase Order (P.O.) referencing the terms and conditions of the PSA, and return along with this letter (signed below) if the proposed work and cost estimate are acceptable. APTIM will schedule the work immediately upon receiving the signed PSA, letter, and P.O. This proposal is valid for 60 days.

Thank you for the opportunity to respond to your request for quotation. Please call me at 949-660-5467 if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink that reads "David Virginia".

David Virginia
Project Manager
Aptim Environmental & Infrastructure, Inc.

Attachments: Cost Estimate Breakdown
Professional Services Agreement



We, the undersigned, agree to the above scope of work and cost estimate, to be carried out under the terms and conditions of the attached Professional Services Agreement.

CLIENT

By:

Title:

Address:



COST ESTIMATE BREAKDOWN

TASK	ESTIMATE
Storm Water Program Compliance Monitoring and Reporting	\$50,866.34
Sanitary Sewer Permit Compliance Support	\$43,980.35
Dry Weather and Tank Inspections	\$42,381.31
SPCC Plan Update	\$7,464.00
Project Management/Administrative	\$10,308.00
TOTAL ESTIMATE	\$155,000.00

TASK	ESTIMATE/ 3-Years	Annual Fee
Storm Water Program Compliance Monitoring and Reporting	\$50,866.34	\$16,955.45
Sanitary Sewer Permit Compliance Support	\$43,980.35	\$14,660.12
Dry Weather and Tank Inspections	\$42,381.31	\$14,127.10
SPCC Plan Update	\$7,464.00	\$2,488.00
Project Management/Administrative	\$10,308.00	\$3,436.00
Total Estimate	\$155,000.00	\$51,666.67

Year One: 7/01/18 - 6/30/19	\$51,666.67
Year Two: 7/01/19 - 6/30/20	\$51,666.67
Year Three: 7/01/20 - 6/30/21	\$51,666.66
	\$155,000.00

