

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chad Jordan, Project Manager
Date: May 12, 2016
Subject: Stormwater Permit Renewal

REQUEST:

City Council approval to accept the proposal from Allen Engineering and Science for completing and submitting the City's Five-Year Stormwater permit.

BACKGROUND:

The City is required by the Mississippi Department of Environmental Quality to develop and implement a Stormwater Management program which includes public education, training, public participation, illicit discharge detection and elimination, construction site runoff control, post construction site runoff control, pollution prevention and general housekeeping as it relates to the City's stormwater drainage network and other facilities. The Stormwater Permit and Management plan must be renewed every 5 years and the City's current permit will expire on May 31, 2016. The City has contracted with CWS to implement the permit requirements and CWS is responsible for the \$15,000 annual cost. However, the City is required to update the permit and all costs associated with the permit renewal every 5 years.

RECOMMENDATION:

It is recommended that the council accept a proposal from Allen Engineering and Science in the amount of \$15,000 to prepare and submit the next five-year permit. The City has utilized Allen Engineering (formerly Eco-Systems) for several years to assist with permit renewal and implementation of the Stormwater Management Plan and they are the most qualified firm to complete this task. CWS also sub-contracts with Allen Engineering for annual implementation of the current Stormwater Management Plan.

Attachments:

Proposal for Stormwater Permit renewal



ENGINEERING
AND SCIENCE

312 Hemphill Street
Hattiesburg, Mississippi 39401
www.AllenES.com

Phone 601.583.2182
Fax 601.583.2828

April 7, 2016

Mr. Chad Jordan, Project Manager
Clearwater Solutions, LLC
City of Gautier
3330 Highway 90
Gautier, Mississippi 39553

Re: *Development of The City of Gautier's Next 5-Year Stormwater Management Plan*

Dear Mr. Jordan:

Allen Engineering and Science, Inc. (AllenES) is pleased to provide Clearwater Solutions this proposal to update your Stormwater Management Program based on the recently issued State of Mississippi MS4 General Permit. The City must submit a new management plan and Notice of Intent to MDEQ no later than May 31, 2016. AllenES would appreciate the opportunity to assist the Clearwater Solutions and the City in addressing these changes and developing your upcoming Stormwater Management Program for the next five-year permitting cycle.

SCOPE OF WORK

AllenES proposes to assist the City with the preparation of the next five-year permitting cycle through completion of the following tasks:

Task 1: Agency Liaison

- Serving as the liaison between the City and the MDEQ in developing the stormwater management program elements.
- AllenES will continue to monitor the TMDL program and listing of any impaired waterbodies with established published TMDL identifying pollutant(s) of concern.

Task 2: Stormwater Management Program Development

- AllenES will develop the next five-year Stormwater Management Program through consultation with MDEQ and coordination with the City.
- AllenES will utilize the EPA MS4 Permit Improvement Guidance document in the development of the new stormwater management program.
- The stormwater management program will follow the recommended six minimum measures with BMPs outlined for the following:
 1. Public Education and Outreach
 2. Public Participation/Involvement
 3. Illicit Discharge Detection and Elimination
 4. Construction Site Runoff Control
 5. Post-Construction Site Runoff Control
 6. Pollution Prevention/Good Housekeeping
- AllenES will complete the Notice of Intent (NOI) and permit application paperwork.



PROJECT SCHEDULE

We will commence work on this project immediately upon receipt of a notice to proceed and will submit all required documents to MDEQ no later than May 31, 2016.

COST ESTIMATE

AllenES will perform the proposed scope of work identified above for the development of the next five-year Stormwater Management Program for a lump sum cost of \$15,000 to be billed on a monthly, percent complete basis.

CLOSING

AllenES appreciates the opportunity to submit this proposal to you. Please call us at (601) 583-2182 if you have any questions. We look forward to assisting you with this project.

Sincerely,
Allen Engineering and Science, Inc.

A handwritten signature in black ink, appearing to read 'Jay C. Estes', with a long horizontal flourish extending to the right.

Jay C. Estes, AICP
Senior Principal Planner



Authorization

Please sign and date in the space provided below if this proposal is acceptable. The effective date of this project will be the authorization date below. Please return a signed copy to us upon authorization. You may fax the signed authorization back to us at (601) 583-2828 or by email to jestes@allenes.com.

Authorized by _____ on this ____ day of _____, 2016.

Signature: _____

Title: _____

Attest (if necessary): _____

**Reference: Clearwater Solutions / City of Gautier
Development of the Next Five-Year Stormwater Management Plan
Budget: \$15,000.00 (Lump Sum)**