

Program Coordination Agreement for APDES Permit AKS-052558
Alaska Department of Transportation & Public Facilities, Central Region
Design and Construction

For Permit Years August 1 through July 31, 2015 through 2020 inclusive

Purpose: To describe how the Alaska Department of Transportation & Public Facilities (DOT&PF), Central Region Design and Construction (D&C) intends to coordinate with the Municipality of Anchorage (MOA) and the Alaska Department of Transportation & Public Facilities, Central Region Maintenance and Operations (M&O) to ensure the effective implementation and compliance with APDES Permit AKA-052558 (MS4 Permit) within the corporate boundaries of the MOA as required under Section 1.3.4 of the MS4 Permit.

D&C is responsible for the design and construction of projects within the Municipality of Anchorage and has primary responsibility for the following sections of the MS4 Permit as they apply to the DOT&PF managed right-of-way:

Section	Title
3.1	Construction Site Runoff Control Program
3.2.1	Ordinance or other regulatory mechanisms
3.2.2	Storm Water Design Criteria Manual
3.2.3	Green Infrastructure/LID Strategy and Demonstration Projects (excluding 3.2.3.3 Rain Gardens and 3.2.3.4 Riparian Zone Management)
3.2.4	Plan Review and Approval

D&C also has joint responsibilities with M&O for the following sections of the MS4 Permit as they apply to the DOT&PF managed right-of-way:

Section	Title
2.5	Reduce Pollutants To The Maximum Extent Practicable
2.8	Storm Water Management Resources
3.2.7	Education and Training on Permanent Storm Water Controls
3.6.2	Targeted Education and Training
3.6.3	Annual Training
3.6.4	Semi-Annual Meetings

M&O has a separate coordination agreement with the MOA for non-construction requirements under the MS4 Permit.

1. Coordination Agreement

This coordination agreement describes activities of D&C, a relevant DOT&PF organization, as required in Permit Section 1.3.2.1.

1. D&C will name a point of contact as the D&C MS4 Permit Lead/Liaison. This person will coordinate directly with Watershed Management Services (WMS), with

- MOA road maintenance and operations groups, and other relevant MOA and DOT&PF agencies as necessary.
2. The D&C MS4 Permit Lead/Liaison will provide an organizational chart showing all D&C groups involved in permit compliance activities to WMS by January 1, 2016, for inclusion in the coordination plan submittal to the Alaska Department of Environmental Conservation ADEC.
 3. All data reports, annual summaries, inspection logs, etc. outlined in this agreement will be submitted to WMS in electronic format.
 4. D&C will perform the activities described below to achieve permit compliance:

1.1 Construction (Permit Section 3.1)

1.1.1 Requiring and enforcing erosion, sediment, and materials management controls (Permit Section 3.1.1)

D&C is responsible for implementing a contractual or regulatory mechanism for requiring and enforcing erosion controls, sediment controls and materials management at construction projects within its jurisdiction. D&C will:

- Adopt, implement, and enforce specifications or other regulatory mechanism requiring erosion controls, sediment controls, and materials management techniques to be employed and maintained at each construction project from initial clearing through final stabilization.
- Require construction site operators to maintain adequate and effective controls to eliminate pollutants in storm water discharges from construction sites.
 - Use enforcement actions (such as, written warnings, stop work orders or fines) to ensure compliance.
- Annually, D&C will provide a summary of the regulatory program implemented by DOT&PF and a weblink (if any) to the supporting document to WMS by January 1 for inclusion in the Annual Report.
- No later than four years after the effective date of this permit, D&C must review, and update if needed, specifications or other regulatory mechanisms that are consistent with this permit and the current version of the APDES General Permit for Storm Water Discharges from Construction Activities, Permit #AKR10-0000 (APDES Construction General Permit or CGP).

1.1.2 Construction Storm Water Manual (Permit Section 3.1.2)

D&C is responsible for updating or appending their Alaska Storm Water Pollution Prevention Plan Guide to include requirements for the proper installation and maintenance of erosion controls, sediment controls, and material containment pollution prevention practices consistent with the current version of the CGP.

- By August 1, 2017 D&C must update their construction manual and require the use of the manual by construction site operators within their jurisdiction.

1.1.3 Review and Approval of Construction SWPPPs (Permit Section 3.1.3)

D&C is responsible for requiring Construction Storm Water Pollution Prevention Plans (SWPPPs) for activities that disturb 10,000 square feet or more at a single construction site or

as part of a plan of common development or pose a potential threat to receiving water quality.

- Prior to the start of a construction project disturbing one or more acres or less than one acre but part of a larger common plan of development, DOT&PF or its contractors will obtain necessary coverage under the operative APDES Construction General Permit
- D&C will ensure appropriate site controls, internal inspections, and good housekeeping practices for projects of all sizes resulting in ground disturbance.
- D&C will require inspection and enforcement by the relevant DOT&PF agency according to Permit Sections 3.1.4 and 3.1.5.
- D&C will assure training of staff inspectors and construction site operators on erosion and sediment control selection, installation, maintenance, and administration. D&C will:
 - Identify and notify the staff and contractors who require training as outlined in the permit
 - Coordinate training with the AK CESL program (<http://ak-cescl.net/>)

1.1.4 Enforcement Response Plan (Permit Section 3.1.5)

D&C is responsible for developing and implementing an enforcement response policy (ERP) for construction site management. The ERP for DOT&PF must address contractual enforcement of construction site runoff controls at DOT&PF owned construction sites and be submitted in the first annual report. The ERP must describe the D&C's potential responses to violations with an appropriate educational or enforcement response. The ERP must address repeat violations through progressively stricter responses as needed to achieve compliance. Each ERP must describe how the permittee will use the following types of enforcement response based on the type of violation:

- Verbal Warnings (Permit Section 3.1.5.1)
- Written Notices (Permit Section 3.1.5.2)
- Escalated Enforcement Measures (Permit Section 3.1.5.3)
- Construction General Permit Violation Referrals (Permit Section 3.1.5.4)
- Enforcement Tracking (Permit Section 3.1.5.5)

Annually, D&C will provide a summary of activities related to the ERP to WMS by January 1 for inclusion in the Annual Report. This summary shall include any revisions to the ERP and record of enforcement actions taken by D&C during that year along with any supporting documentation.

1.1.5 Construction Program Education and Training (Permit Section 3.1.6)

Annually, D&C must ensure that all staff whose primary job duties are related to implementing the construction program (including permitting, plan review, construction site inspections, and enforcement) are trained to conduct such activities. The education program must also provide regular training opportunities for construction site operators. This training must include, at a minimum:

- Erosion and Sediment Control/Storm Water Inspectors (Permit Section 3.1.6.1)
- Other Construction Inspectors (Permit Section 3.1.6.2)
- Plan Reviewers (Permit Section 3.1.6.3)

- Third-Party Inspectors and Plan Reviewers (Permit Section 3.1.6.4)
- Construction Operator Education (Permit Section 3.1.6.5)I
 - Identify and notify the staff and contractors who require training as outlined in the permit
 - Coordinate training with the AK CESL program (<http://ak-cescl.net/>)
- Annual reporting requirements: D&C will provide a document summarizing training conducted during the previous to WMS by January 1 of each year.

1.2 New and Redevelopment (Permit Section 3.2)

D&C must implement and enforce a program to control storm water runoff from new development and redevelopment projects that result in a land disturbance of 10,000 square feet or more, including roads and streets. The program must ensure that permanent controls or practices are utilized at each new development and redevelopment site to protect water quality. The program must include, at a minimum, the elements described below:

1.2.1 Ordinance or Regulatory Mechanism (Permit Section 3.2.1)

- During the first year of the permit, coordinate with WMS to begin execution of the LID implementation plan developed during the previous permit term.
- By the fourth year of the permit, implement an enforceable regulatory requirement(s) to require long term maintenance of permanent storm water management controls at new development and redevelopment projects.

1.2.2 Update Design Manual (Permit Section 3.2.2)

D&C is responsible for updating or appending their Highway Design Manual or other storm water criteria manual specifying acceptable permanent stormwater management control practices reflective of Permit Section 3.2.1. The manual must contain design criteria for each practice.

D&C will:

- Provide a status update for inclusion in the annual report to WMS by January 1 of each year until the document has been finalized. Describe the work done in the previous 12 months and the work anticipated in the next year.
- Compliance/due date: The design criteria manual must be developed by August 1, 2017.

1.2.3 Low Impact Development (Permit Section 3.2.3)

Within one year of the effective date of this permit, D&C must update the strategy to provide incentives for the increased use of LID techniques in development projects within DOT&PF jurisdiction. The strategy must outline the methods of evaluating the Green Infrastructure/LID demonstration projects described below. Permittees must begin implementation of the Green Infrastructure/LID Strategy and demonstration projects within three years of the effective date of this permit.

- Beginning with the fourth year annual the permittees must work with WMS to evaluate the status of three new demonstration projects that use LID concepts for onsite control of water quality. Projects must involve managing runoff from at least 10,000 square feet of impervious surface. Parking lot retrofits as required in Part

3.2.3.6 may be used as demonstration projects. This evaluation shall include a calculation or modeling of:

- For retrofit projects, changes in runoff quantities shall be calculated as a percentage of 100% pervious surface before and after implementation of the LID practices.
- For new construction projects, changes in runoff quantities shall be calculated for development scenarios both with LID practices and without LID practices.
- Measure runoff flow rate and subsequently prepare runoff hydrographs to characterize peak runoff rates and volumes, discharge rates and volumes, and duration of discharge volumes. The evaluation must include quantification and description of each type of land cover contributing to surface runoff for each demonstration project, including area, slope, vegetation type and condition for pervious surfaces, and nature of impervious surfaces.
- The permittees must use these runoff values to evaluate the overall effectiveness of various LID practices and to develop recommendations for future LID practices addressing appropriate use, design, type, size, soil type and operation and maintenance practices. D&C must use the recommendations to update their final LID criteria, as necessary, and utilize the information obtained through the LID demonstration studies to revise the Storm Water Design Criteria Manual(s) no later than five years from the effective date of this permit.

1.2.4 Repair of Public Streets, Roads or Parking Lots (Permit Section 3.2.3.5)

D&C will:

- Evaluate the feasibility of incorporating runoff reduction techniques into the repair of streets, roads, and parking lots using canopy interception, soil amendments, evaporation, rainfall harvesting, engineered infiltration, rain gardens, infiltration trenches, extended filtration and/or evapotranspiration and/or any combination of the aforementioned practices. Where such practices are found to be feasible, D&C must consider the use of such practices in the design and repair.
- Establish appropriate design standards and limitations of runoff reduction techniques and/or feasibility threshold
- ERSM will provide a list of the locations of street, road, and parking lot repair work completed within the past 12 month period that has incorporated such runoff reduction practices to WMS by December 31 of each year for inclusion in the Annual Report

1.2.5 Plan Review and Approval (Permit Section 3.2.4)

D&C must continue to review and approve preconstruction plans for permanent storm water management. D&C will:

- Review plans for consistency with the ordinance/regulatory mechanism and Storm Water Design Criteria Manual required by Permit Section 3.2.1.
- Ensure that the project operator is prohibited from commencing construction activity prior to receipt of written approval from DOT&PF.

- Throughout the permit term, D&C must require the preparation and submittal of plans for permanent storm water control for the DOT&PF's review and written approval prior to commencing with the construction project.
- Document the review of each storm water treatment plan using a checklist or similar process.
- Annual reporting requirements: D&C will report the number of plans submitted and plan approved in the previous 12 months to WMS by January 1 of each year for inclusion in the Annual Report

1.2.6 Staff Training (Permit Sections 3.27, 3.4.8, 3.5.8, and 3.6.2)

D&C will provide training for staff plan reviewers and local audiences on the selection, design, installation, operation, and maintenance of permanent storm water controls.

- Annually, ensure that all D&C personnel responsible for reviewing plans for new development and redevelopment and/or inspecting storm water management practices and treatment controls must receive training sufficient to determine the adequacy of storm water management and treatment controls at proposed new development and redevelopment sites.
- Separately, or in coordination with WMS, provide annual training for local audiences on the stormwater management requirements described in Permit Section 3.2.
- By January 1 of each year submit a summary of the trainings conducted during the previous year and the number of attendees for inclusion in the Annual Report.

1.3 DOT&PF Public Education and Involvement (Permit Section 3.6)

Coordinate with WMS on ongoing education and public involvement program aimed at residents, businesses, industries, elected officials, policy makers, and employees. The goal of the education program is to reduce or eliminate behaviors and practices that cause or contribute to adverse storm water impacts.

- Coordinate as necessary with WMS on outreach efforts aimed at the general public, businesses, homeowners, landscapers, property managers, engineers, contractors, developers, review staff, and land use planners.

1.3.1 Annual Meeting (Permit Section 3.6.3)

D&C will coordinate with WMS in conducting the Annual Meeting.

- D&C will participate and contribute to the efforts required to implement annual public meetings to include, at minimum, obtaining appropriate meeting places, obtaining and using meeting presentation materials and equipment, and acquiring and providing hosting services.
- D&C will coordinate with and advise WMS in planning and preparation for annual meets required under the permit. Such coordination and advice will include at minimum identification of optimum date(s) to hold the meeting and those topics and agendas to be presented that are of particular importance to D&C.
- D&C will send select staff to attend and participate in annual public meetings organized and directed by WMS. D&C will coordinate with WMS so as to ensure the availability of D&C staff for participation in the annual meetings in multiple roles of hosts, presenters, and audience.

- D&C will as necessary prepare and present summaries, examples, training and guidance materials, and other supplementary materials to meeting attendees that are descriptive of its MS4 activities for the past year in concert with the format and schedule of events as prepared by WMS for each annual meeting.
- 1.7.3 Semi-Annual Meetings** (Permit Section 3.6.4)
- D&C will make staff available for semi-annual coordination meetings with DEC to discuss permit requirements, SWMP implementation results over the previous two quarters, and SWMP implementation objectives for the following two quarters. At a minimum, meetings will be held in March and October of each year, or at a schedule mutually agreed upon by the permittees and DEC.
- 1.8 Monitoring, Evaluation, Reporting, and Record Keeping Requirements** (Permit Section 4.0)
- D&C will assist in the annual evaluation of the permittees' compliance with permit conditions and progress towards achieving control measures outlined in Section 3.0 of the permit.
 - D&C will assist WMS as necessary in providing access to WMS or its contractors for sampling efforts related to outfall monitoring, fecal coliform and petroleum loading estimates
 - D&C will assist WMS in the monitoring of effectiveness of site controls in new or retrofitted snow storage sites. Monitoring will be conducted twice during the permit term with a project report delivered with the 2019 Annual Report.
- 1.8.1 Evaluation of Program Effectiveness** (Permit Section 4.3)
- D&C will provide a yearly summary of how their activities met or did not meet the intent of the Permit and how they will change their SOPs, as appropriate, in the coming year to better meet their needs. A summary report shall be submitted to WMS by December 31 of each permit year for inclusion in the annual report.
- 1.8.2 Record Keeping** (Permit Section 4.5 and 2.8)
- D&C will be responsible for compiling and archiving records of their compliance activity as required by the permit.
 - Summary reports, inspections, and all other permit related, compliance-related documents concerning D&C activities shall be retained for a period of at least five years from the date of the sample, measurement, report or application, or for the term of this permit, whichever is longer.
 - D&C records must make records available to the public if requested to do so in writing and make those records available during normal business hours. D&C may charge the public a reasonable fee for copying requests.
 - P&R will submit to WMS by December 31 of each year:
 - Information described in each of the tasks outlined in this agreement.
 - General summary of next year's anticipated permit compliance activities.
 - Information their program's cost of compliance for the preceding 12 months.

2. Revisions

WMS and D&C will revisit this agreement on an as-needed basis.

3. Coordinating Authorities:

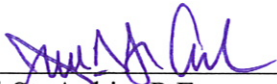
Eric Miyashiro, P.E. Preliminary Design & Environmental Group Chief
Kristi Bischofberger, Watershed Manger, MOA Watershed Management Services
Jerry Hansen, Director, Project Management and Engineering Department



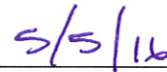
David Kemp, P.E.
Central Region Director
Department of Transportation and Public Facilities



Date



Joel St. Aubin, P.E.
Central Region Director Design & Construction
Department of Transportation and Public Facilities



Date