

BMP Data Report

retention, detention, or disconnection BMPs.

Activities

Activity Date	Activity Description
---------------	----------------------

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Create a prioritized list of impervious cover that could be removed and replaced with infiltration areas.			<input type="checkbox"/>	

Activities

Activity Date	Activity Description
---------------	----------------------

Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files**Photos****39. 6-1. Operation and Maintenance of WWU Facilities.**

For all WWU facilities where there is potential to discharge contaminated runoff, develop a written operation and maintenance program, including a pollution prevention plan that includes a spill response plan where appropriate (§6.a).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
------	----------	-------------	----------------

BMP Data Report

1. Milestone - Prioritize WVU facilities that have the highest potential to discharge contaminated runoff. 03/29/2012 04/30/2012

Activities

	Activity Date	Activity Description
1.	04/30/2012	The major facilities are listed in table 6.2. (Animal Science Farm, Campus Support Services, Facilities Management, Transportation Services, Zone Shop) based off of Industrial stormwater. The two PRT maintenance facilities will also be added to the list.
2.	04/30/2012	Other daily operations and facilities that a part of WVU will also be evaluated to determine if contaminated runoff will need addressed. These facilities include but may not be limited to (ERC, Mountaineer Lair, Coliseum, and Football Stadium, etc.).

2. Milestone - Develop a standard template for all WVU departments to use when developing operations and maintenance programs. 06/29/2012 06/28/2012

Activities

	Activity Date	Activity Description
1.	06/28/2012	A standard template will developed for O&M programs based on the areas of identifying all hazardous substances that have the potential to contaminate ground water. The checklist will include at a minimum two BMP's to choose from. The list will be develop with help from other departments within EHS and will help with other programs, but not limited to the SPCC Plan, MS4 Program, Hazardous Materials Unit, and GPP.
2.	09/11/2012	Facilities will be researched to determine if any O&M are currently in place for each facilities.

3. Milestone - Develop a schedule to complete operation and maintenance programs for the remaining WVU facilities. 09/29/2012 10/31/2012

Activities

	Activity Date	Activity Description
1.	10/31/2012	After completion of the initial inspection of the highest priority facility and development of O&M's, the remaining facilities will be inspected and O&M's created.
2.	11/20/2012	All facilities were visual inspected with members from EHS to conduct a multi media inspection of all possible

BMP Data Report

hazardous waste, stormwater, and emergency (SPCC) response issues. It was observed and documented that several issues were reoccurring. After the inspections it was agreed upon, that a standard O&M manual for specific industrial actives will be develop. This master manual will then be referenced to develop individual O&M manuals for each facility and any related active. The manual will detail all related information about certain activities in regards to hazardous waste, stormwater, and the SPCC plan, since all three area are closely related to protecting the environment.

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Create an operation and maintenance program for the facilities listed in Table 6.2 that have the highest potential to discharge contaminated runoff.	2	09/29/2012	<input type="checkbox"/>	

Activities

Activity Date	Activity Description
1. 10/31/2012	The time frame for this BMP is in conflict with BMP 6-3 (inspections). As per the program coordinator, it is more logical to conduct an initial site inspection/evaluation prior to creating specific O&M's for each facility.
2. 11/20/2012	All facilities were visual inspected with members from EHS to conduct a multi media inspection of all possible hazardous waste, stormwater, and emergency (SPCC) response issues. It was observed and documented that several issues were reoccurring. After the inspections it was agreed upon, that a standard O&M manual for specific industrial actives will be develop. This master manual will then be referenced to develop individual O&M manuals for each facility and any related active. The manual will detail all related information about certain activities in regards to hazardous waste, stormwater, and the SPCC plan, since all three area are closely related to protecting the environment.

2. Begin implementation of each operation and maintenance program within 3 months of its completion.	2	<input type="checkbox"/>
--	---	--------------------------

Activities

Activity Date	Activity Description
3. Create an operation and maintenance program for all WVU facilities where there is strong potential to discharge contaminated runoff.	<input type="checkbox"/>

BMP Data Report**Activities**

Activity Date	Activity Description
---------------	----------------------

Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files**Photos****40. 6-2. Operation and Maintenance of WVU Activities.**

For all WVU management operations where there is strong potential to discharge contaminated runoff, develop a written operation and maintenance program, including a pollution prevention plan that includes a spill response plan (§6.b).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Prioritize WVU building and landscape maintenance operation that have the highest potential to discharge contaminated runoff.	03/29/2012	<input checked="" type="checkbox"/>	04/30/2012

Activities

Activity Date	Activity Description
1. 04/30/2012	WVU personnel were contacted from Facilities Management, specifically Baron and Byron Smith, and Eric Rosie from Transportation and Parking. Each was to compile a list of potential areas where contaminated runoff could occur from.
2. 04/30/2012	Please note the activities listed below from Roads & Grounds. Lawn Fertilization Pesticide application of lawns, trees, shrubs and flowers Application of Salt Brine during the Winter months Cleaning of paved parking lots and road ways

BMP Data Report

Application of Sodium Chloride and Limestone sand during the Winter Months
 Irrigation of Trees, Shrubs, lawns and flowers
 Paved area cleaning, flushing and high pressure washing
 Specialized cleaning of R&G Trucks and Equipment at our wash bay

I will let you know if I can think of any other activities that might be pertinent to your Storm Water Program.
 -Byron

2. Milestone - Develop a schedule to complete operation and maintenance programs for the remaining WVU operations. 09/29/2012 11/26/2012

Activities

Activity Date	Activity Description
1. 11/26/2012	These BMP will be addressed with the 2012-2013 EHS goals and have a completion date of March 1, 2013 to have an O&M manual developed.

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Create an operation and maintenance program for the three operations with the highest potential to discharge contaminated runoff, such as fertilizer application, landscape maintenance, trash management, building cleaning, and chemical storage.	2012	09/29/2012	<input type="checkbox"/>	

Activities

Activity Date	Activity Description
1. 11/20/2012	All facilities were visual inspected with members from EHS to conduct a multi media inspection of all possible hazardous waste, stormwater, and emergency (SPCC) response issues. It was observed and documented that several issues were reoccurring. After the inspections it was agreed upon, that a standard O&M manual for specific industrial actives will be develop. This master manual will then be referenced to develop individual O&M manuals for each facility and any related active. The manual will detail all related information about certain activities in regards to hazardous waste, stormwater, and the SPCC plan, since all three area are closely related to protecting the environment.
2. 11/26/2012	These BMP will be addressed with the 2012-2013 EHS goals and have a completion date of March 1, 2013 to have an O&M manual developed.

BMP Data Report

- 2. Begin implementation of each operation and maintenance program within three months of its completion. 2

Activities

Activity Date	Activity Description
---------------	----------------------

- 3. Create an operation and maintenance program for all WWU operations where there is strong potential to discharge contaminated runoff.

Activities

Activity Date	Activity Description
---------------	----------------------

Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files

- 1. 09/10/2012 WWU O&M list www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\225-dxd\IA9e3D.doc

Photos

41. 6-3. Inspections.

Create and implement an inspection schedule for all facilities and activities that have a completed operation and maintenance program (§6.a.ii) (BMP 5-6).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
------	----------	-------------	----------------

BMP Data Report

1. Milestone - Develop inspection procedure and checklists. 06/29/2012 06/27/2012

Activities

	Activity Date	Activity Description
1.	06/27/2012	Have created and industrial stormwater inspection form. File can be viewed at I:\DOCUMENTS\Stormwater, MS4\MCM #6\2012\BMP 6-3, Inspections.

2. Milestone - Create and maintain an annual inspection schedule for all facilities and activities. 09/29/2012 11/26/2012

Activities

	Activity Date	Activity Description
1.	11/26/2012	Each facility will be inspected annually to determine if the O&M manual is be effective and followed. Inspection will take place preferable during a down time of the students (i.e. Thanksgiving break). If additional inspections are required and time permitting, another inspection maybe conducted during the summer months.

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Inspect each facility and operation within six months of the completion of its operation and maintenance program.	2	03/29/2013	<input type="checkbox"/>	

Activities

	Activity Date	Activity Description
--	---------------	----------------------

2. Inspect each facility and activity annually.

Activities

	Activity Date	Activity Description
--	---------------	----------------------

10/10/2013

BMP Data Report**Data Type**

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files

1.	09/11/2012	WVU inspection form	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\226-nKegMGxpm.doc		
----	------------	---------------------	---	--	--

Photos**42. 6-4. Staff Training.**

Develop and deliver an ongoing training program for WVU staff whose functions may impact stormwater quality (§6.c) (BMP 1-2).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Determine the WVU staff positions that will receive training on the Pollution Prevention/Good Housekeeping Plan of Action, operation and maintenance programs, and pollution prevention concepts.	09/29/2012	<input checked="" type="checkbox"/>	11/27/2012

Activities

Activity Date	Activity Description
1. 10/31/2012	WVU will receive training regarding the SPCCC plan; along with that training members of each facility will receive training about the facility's O&M's, and pollution prevention concepts. Specific staff may later be identified and receive additional training regarding different topics about stormwater. Dates have yet to be determined.
2. 11/27/2012	After facility inspections conducted on 11-20-12 and talking with the training staff of EHS. It was determined that once the O&M manual is developed, that training will be provided to the directors of each facility as a "Tool Box", which they can then rely back to the employees.

2.	Milestone - Conduct an inventory, analysis, and selection of the communications	12/29/2012	<input type="checkbox"/>
----	---	------------	--------------------------

BMP Data Report

tools available to deliver training on the Pollution Prevention/Good Housekeeping Program Plan of Action, operation and maintenance plans, and pollution prevention concepts to applicable staff.

Activities

Activity Date	Activity Description
---------------	----------------------

- | | | | |
|----|--|------------|--------------------------|
| 3. | Milestone - Complete the development of those communications tools determined to be the most effective at delivering training. | 12/29/2012 | <input type="checkbox"/> |
|----|--|------------|--------------------------|

Activities

Activity Date	Activity Description
---------------	----------------------

- | | | | |
|----|--|------------|--------------------------|
| 4. | Milestone - Hold initial training sessions for all employees whose job functions have the potential to impact water quality. | 12/29/2012 | <input type="checkbox"/> |
|----|--|------------|--------------------------|

Activities

Activity Date	Activity Description
---------------	----------------------

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Have all WWU staff whose job functions have the potential to impact water quality participate in the education program on the topics listed in Table 1.2.	2		<input type="checkbox"/>	

Activities

Activity Date	Activity Description
---------------	----------------------

- | | | | |
|----|---|--|--------------------------|
| 2. | Update training program and conduct refresher training. | | <input type="checkbox"/> |
|----|---|--|--------------------------|

Activities

BMP Data Report

Activity Date	Activity Description
---------------	----------------------

Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files**Photos****43. 6-5. Priority Issues.**

Address known facilities and operations where stormwater runoff likely discharges pollutants to the MS4 (BMP 5-4).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Develop a prioritized list of those facilities and operations where stormwater runoff likely discharges pollutants to the MS4.	06/29/2012	<input checked="" type="checkbox"/>	06/27/2012

Activities

Activity Date	Activity Description
1. 06/27/2012	The original list of Industrial facilities that was listed in the SWMP will be the main focus of the program. Other operations have also been identified. Baron Smith and Byron Smith are two contacts for these operations. List can be viewed at I:\DOCUMENTS\Stormwater, MS4\MCM #6\2012\BMP 6-5, Priority issues\Prioritized lists.

2. Milestone - Create a prioritized inventory that identifies the hot spots on campus that have a strong potential to discharge pollutants into the MS4.	06/29/2012	<input type="checkbox"/>	06/27/2012
--	------------	--------------------------	------------

Activities

10/10/2013

BMP Data Report

	Activity Date	Activity Description
1.	06/27/2012	A list will be developed and updated as needed. The main area of concern for a hot spot would be all dumpster pads and trash compactors. The major hotspots will be focused around dining service dumpsters.

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Create a schedule to address these facilities and operations.	2011	11/29/2011	<input checked="" type="checkbox"/>	11/08/2011

Activities

	Activity Date	Activity Description
1.	11/08/2011	Created a list of the 7 facilities that need inspected
2.	03/13/2012	Believe this BMP was listed incorrectly by AMEC. Facilities will be addresses after being prioritized.
3.	04/25/2012	Modified the schedule, but can not get file to link

2.	Create a schedule to address identified hot spots.	2012	06/29/2012	<input type="checkbox"/>	06/27/2012
----	--	------	------------	--------------------------	------------

Activities

	Activity Date	Activity Description
1.	06/27/2012	Hot spots will be investigated by the end of the second permit year. Dumpsters, trash compactors at dining service operations will be inspected along with help in regards to compliance with sanitation per regulations with the WV Health Dept.

Data Type

BMP Data Report

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files

1.	08/22/2012	Schedule	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\214-0xyDMuQkUd.pdf		
2.	09/11/2012	Facilities List	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\228-8kBhaqz5Uc.pdf		
3.	09/11/2012	Prioritized Operations	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\229-frcutmO0Wg.doc		

Photos**44. 6-6. Sweeping.**

Sweep streets and parking lots to reduce pollutants flowing into the MS4 (§6.b.vii).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Develop a street and parking lot sweeping plan for WVU-owned parking lots and streets.	03/29/2013	<input type="checkbox"/>	

Activities

Activity Date	Activity Description
---------------	----------------------

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Sweep all streets and parking lots twice per year and document volume of material removed. The first sweeping should occur as soon as practicable after snow melt in the Spring.			<input type="checkbox"/>	

Activities

BMP Data Report

Activity Date	Activity Description
---------------	----------------------

2. Review and update street sweeping plan.

Activities

Activity Date	Activity Description
---------------	----------------------

Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files**Photos****45. 4-4. Contractor Education.**

Provide educational and training measures for construction site operators (§4.a.ix and 4.b.iv) (BMP 1-8).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
------	----------	-------------	----------------

1. Milestone - Determine the construction site runoff control concepts and establish standards that contractors should understand and implement based on their job functions.

06/29/2013

**Activities**

Activity Date	Activity Description
---------------	----------------------

Measurable Goals

10/10/2013

BMP Data Report

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
------	-------------	----------	---------	---------------

Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files

Photos
