

BMP Data Report

Task	Due Date	Implemented	Date Completed
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| 1. Milestone - Create an inventory of fuel tanks, vehicle storage and maintenance areas, hazardous waste lockers, herbicide/fertilizer storage, oil disposal facilities, trash transfer stations, salt storage, and storage areas for other materials that have the potential to impact water resources. | | <input type="checkbox"/> | |
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Activities

Activity Date	Activity Description
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Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
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| 1. Develop an operation and maintenance program for the storage and use of each type of potential pollutant. | | | <input type="checkbox"/> | |
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Activities

Activity Date	Activity Description
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Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files**Photos****25. 4-1. Define Authority.**

Develop a Plan of Action that defines authority for erosion and sediment control plan review, site inspection, and enforcement at construction sites with land disturbance activities of one acre or greater (§4.a).

BMP Data Report**Implementation Tasks**

Task	Due Date	Implemented	Date Completed
1. Milestone – Consider stakeholder input and begin drafting the Construction Site Run-off Control Plan of Action.	03/29/2012	<input checked="" type="checkbox"/>	04/10/2012

Activities

Activity Date	Activity Description
1. 04/26/2012	All construction projects greater than 1 acre in disturbance will be permitted through the WVDEP under the multi-sector construction stormwater permit. For projects 1-3 acres SWPPP will be developed and reviewed internally. For projects 3 or greater SWPPP will be submitted to WVDEP for review.
2. 04/26/2012	Site inspections will be conducted by WVU personnel that have received appropriate training.
3. 04/10/2012	A meeting was held with John Thompson and Zenaba Qadeer from Design and Construction to review and update the Design and Construction standards, which will include defining all authority.

2. Milestone – Consider WVU's Plan of Action that defines Construction Site Runoff Control Program procedures for projects disturbing less than one acre (§4).	06/29/2012	<input checked="" type="checkbox"/>	06/29/2012
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Activities

Activity Date	Activity Description
1. 06/29/2012	After speaking with MUB, it was determined that no permit is needed for any additions or modifications to existing detached single-family dwellings of a size less than 1,000 square feet or activities that result in new construction of less than 3,000 square feet. However, any construction site that does not incorporate appropriate BMP's to control E&S may be subject to violations and possible fines.
2. 06/29/2012	WVU will internally review any land disturbance activities of less than 1 acre to ensure that appropriate BMPs are installed when and where needed to control E&S.

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
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BMP Data Report

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| 1. | Complete the Plan of Action for Construction Site Runoff Control Program that defines WVU authority, municipal authority, and DEP authority. The Plan of Action will be consistent with the West Virginia Erosion and Sediment Control Best Management Practices Manual (§4.a.i), require site operators to obtain WV DEP DWWM permit approval (§4.a.ii), and require site operators to manage construction site waste (§4.a.iii). | 2 | 09/29/2012 | <input checked="" type="checkbox"/> | 10/31/2012 |
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Activities

Activity Date	Activity Description
1. 10/31/2012	The WVU Plan of Action will be based solely on the conditions of the WV/NPDES general permit WV0115924 for controlling stormwater associated with construction activities. All E&S control plans will be developed by an engineer, plans will be uploaded to WVDEP ePermitting for review.

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| 2. | Define funding source to inspect and enforce control measures (§4.a.vii). | 2 | 09/29/2012 | <input checked="" type="checkbox"/> | 02/14/2011 |
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Activities

Activity Date	Activity Description
1. 10/30/2012	Brian Lemme will be in charge of inspecting all WVDEP related permits for construction stormwater runoff. He will conduct weekly inspections visual and/or written reports will be generated as needed. Any deficiencies will be noted and reported to the project inspector and project manager. If no corrective actions are taken within a reasonable amount of time, than the EHS office may step in to expedite the process.

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| 3. | Review the Plan of Action and update as necessary. | <input type="checkbox"/> |
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Activities

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Data Type

BMP Data Report

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files

1.	07/17/2012	Concrete EDU	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\197-0qEWz0Cfnz.pdf		
2.	09/10/2012	Draft plan of action 9-10-12	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\223-Tgm6ANuPU9.doc		
3.	02/07/2013	Draft plan of action, site <1ac	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\257-dw3mEaVcZe.doc		
4.	02/07/2013	2007-CSW general permit	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\258-y7ehqFpH5N.pdf		
5.	02/07/2013	2012 CSW general permit	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\259-3klXNr8tc8.pdf		
6.	02/07/2013	Blank GPP form	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\260-dNT57Zmwpi.pdf		
7.	05/26/2011	Blank WVU-CSW Inspection Form	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\261-woQmCG2LHB.pdf		
8.	04/30/2013	Law center4-17-13	www.ms4web.com/base/MS4_WV_WVU\Best Management Practice\Files\262-4QhMlzmXOO.pdf		

Photos**26. 4-2. Develop Procedures.**

Develop Construction Site Run-off Control procedures for erosion and sediment control plan review, site inspection, and enforcement at construction sites with land disturbance activities (§4.b. i – iii, v).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Begin drafting the Construction Site Runoff Control procedures to control construction site runoff.	03/29/2013	<input type="checkbox"/>	

Activities

BMP Data Report

Activity Date	Activity Description
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Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
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|----|--|--|--------------------------|--|
| 1. | Complete the Construction Site Runoff Control Program procedures, including the creation of a checklist with necessary steps to take a project from initial concept through to site stabilization. | | <input type="checkbox"/> | |
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Activities

Activity Date	Activity Description
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| 2. | Incorporate elements of the Construction Site Run-off Control Program into the Design Guidelines and Construction Standards where applicable. | | <input type="checkbox"/> | |
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Activity Date	Activity Description
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| 3. | Implement completed procedures. | | <input type="checkbox"/> | |
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Activities

Activity Date	Activity Description
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Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

BMP Data Report**Files**

Photos

27. 4-3. Train Staff.

Train staff on site review, inspection, and enforcement procedures (§4.b.iv) (BMP 1-2).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Identify staff that will perform review, inspection, and enforcement activities.	06/29/2013	<input type="checkbox"/>	

Activities

Activity Date	Activity Description

2. Milestone – Obtain, develop and/or compile a set of educational tools to utilize to educate appropriate staff on construction site runoff control plan review, site inspection, and enforcement activities.	06/29/2013	<input type="checkbox"/>	
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Activities

Activity Date	Activity Description

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Complete training of staff that will perform review, inspections, and enforcement at construction sites.			<input type="checkbox"/>	

Activities

Activity Date	Activity Description

2. Refresh staff training.			<input type="checkbox"/>	
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BMP Data Report**Activities**

Activity Date	Activity Description
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Data Type

Date Entered	Location	Data Type	Quantity	Unit	Cost
Activity		Comment			

Files**Photos****28. 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
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Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
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| 1. Create and provide a list of the educational materials and training sessions contractors must complete on their own before working on WVU campus. | | | <input type="checkbox"/> | |
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Activities

Activity Date	Activity Description
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BMP Data Report**Data Type**

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Activity		Comment			

Files**Photos****29. 4-5. Contracts.**

Prepare language for the procurement process that describe contractor stormwater management responsibilities. (BMP 1-9).

Implementation Tasks

Task	Due Date	Implemented	Date Completed
1. Milestone - Develop language within the scope of the procurement process for proper management of stormwater and sources of pollutants and work with WWU Purchasing and Procurement to implement use of the terms.	06/29/2013	<input type="checkbox"/>	

Activities

Activity Date	Activity Description

Measurable Goals

Goal	Permit Year	Due Date	GoalMet	Date Goal Met
1. Develop language that specifies contractor responsibilities for proper management of construction site runoff. Within the Project Scope, contractors will be required to provide education on Construction Site Run-off Control to on-site employees.			<input type="checkbox"/>	

Activities

Activity Date	Activity Description