

Management Agency (“FEMA”), United States Environmental Protection Agency (“EPA”), Federal Highway Administration (“FHWA”) and other federal and state agency requirements.

This solicitation complies with applicable City Policy and state of Texas law, including Texas Government Code 2254. The City will select the successful Respondent that is determined to be the most highly qualified based on the published Evaluation Criteria, its final ranking, and a finally negotiated fair and reasonable price.

## **II. SCOPE OF SERVICES AND RESPONSIBILITIES**

The successful Respondent will submit their proposal for On-Call SWPPP Consulting Services. The City will consider the award of a five-year Master Agreement of On-Call Services based on the firm’s competence and ability to perform the work on a per project basis either through its own forces or through the sue of project teams that include sub-consultants. Each Agreement awarded will be negotiated and will be awarded based on the final approval scope of work. Dependent upon the funding source involved, the City may include additional terms that are required by the funding entity.

Services may include, but are not limited to, the following:

1. Prepare Stormwater Pollution Prevention Plans (“SWPPP”) for CIP and Other Department Projects Requiring a Construction General Permit
  - a. At the request of the City, for each assigned project the consultant will:
    - 1) Prepare and certify a site-specific SWPPP that complies with the Texas Commission on Environmental Quality (“TCEQ”) requirements for the Construction General Permit (“CGP”) TXR150000 by a PE or a CPESC.
    - 2) Provide weekly site inspections and submit inspection reports to the City Project Manager before the end of the business day. Certify all inspections for the City’s recordkeeping. Inspections can only be performed by a PE, CPESC, CESSWI, or CISEC.
    - 3) Provide all necessary forms such as the Notice of Intent, Notice of Termination, Notice of Change, Construction Site Notice, and Letters of Delegation for inclusion in the SWPPP.
    - 4) Prepare weather protected copies of the Construction Site Notices (“CSN”s) and Notice of Intent (“NOI”) for posting on the SWPPP board built by the General Contractor or City.
    - 5) Amend and/or add criteria to the SWPPP document and Sediment and Erosion Control drawings as needed when Best Management Practices (“BMP”s) are added or changes to minimize offsite transport of sediments.
  - b. Provide Construction Quality Assurance inspections for CIP projects that have Low Impact Development (“LID”) practices including rain gardens, permeable pavers, filter strips and bioretention areas.
2. Municipal Separate Storm Sewer (“MS4”) Program Support
  - a. Inspection and training support for the MS4 program for compliance with the City’s Stormwater Management Program.

- b. Support for the City’s Spill Prevention, Control, and Countermeasure (“SPCC”) program.
  - c. Support for MS4 Permit Renewal and Stormwater Management Program (“SWMP”) Update.
  - d. Provide documents to the City in the format requested (project specific) in electronic format and hard copy files if requested.
  - e. Provide LID maintenance assistance including procedural guidance, training, and/or physical maintenance as requested.
3. TCEQ Multisector General Permit (“MSGP”) Compliance Support
- a. Support for MSGP Compliance for the San Marcos Regional Airport which includes quarterly inspections, quarterly outfall monitoring, annual inspection and sampling and annual training.
  - b. Assist with other technical issues related to the permit as requested.
  - c. Prepare TCEQ forms for inspection, monitoring, sampling and training.
4. Other Services for Stormwater Protection
- a. Water sampling and analysis for Illicit Discharge Detection and Elimination (“IDDE”), characterization of stormwater residues, or special studies.
  - b. TCEQ 24-hour and 30-day spill response reporting for release of a reportable quantity of oil or chemical.
  - c. Soil sampling and cleanup evaluation using TCEQ Texas Risk Reduction Program requirements.