

# City of Columbus Stormwater Management Plan Scope of Services

## Project Approach

The Ohio EPA issued new NPDES permit coverage to the City on May 6, 2022 (Ohio EPA Permit No.: 4PI00000\*DD). The permit became effective on June 1, 2022 with an expiration date of May 31, 2027. The permit authorizes City of Columbus MS4 discharges to waters of the State. To assist with reducing polluted MS4 discharges and reduce the impacts on receiving water quality, the City implements various Best Management Practices (BMPs) in addressing seven major elements as indicated within the City’s Stormwater Management Plan (SWMP).

1. Public Education and Outreach and Public Involvement
2. Illicit Discharge Detection and Elimination Program
3. Construction Stormwater Runoff Program
4. Post-Construction/Redevelopment Stormwater Runoff Program
5. Pollution Prevention/Good Housekeeping
6. Industrial and Related Facilities Program
7. Wet Weather Monitoring

Resulting from the Ohio EPA issuing a new NPDES permit, the City of Columbus is required to update the current SWMP. The updates must be performed in accordance to the new permit. Where applicable, BMPs shall be selected to address US EPA approved TMDL recommendations for identified water quality problems associated with MS4 discharges.

TMDL Project	TMDL Pollutant(s)
Big Darby Creek	TP, E.coli
Big Walnut Creek	TP, E.coli
Olentangy River	TP, E.coli, TSS
Walnut Creek	E.coli

The City prepares an annual system-wide report and submits the report to the Ohio EPA by March 31<sup>st</sup>. The report summarizes the accomplishments made by the City in addressing the noted goals for each major SWMP element.

Our project approach will assist the City with meeting the requirements of the recently issued NDPEs permit, assist with reporting SWMP implementation accomplishments to the Ohio EPA on an annual basis, and incorporate BMPs for the City to implement to assist with reducing or preventing polluted MS4 discharges to waters of the State.

## **Scope of Services**

### **Task 1.0: Project Initiation Meeting**

Under this task, we will attend a meeting with the Department of Public Utilities, Division of Sewerage & Drainage staff to introduce our team members and review their roles with the project implementation, discuss the City's goals with updating the SWMP, review the overall project major milestones and overall project timeline, and establish means of communication with City staff throughout the project.

### **Task 2.0: Project Coordination Meetings and Updates**

Under this task, we will coordinate and attend monthly project coordination meetings with assigned City staff. Project updates will be presented at the meetings and we will review the status and results or the services completed in meeting the SWMP and annual report template update goals established during the Project Initiation Meeting. The project schedule will be reviewed at each monthly progress meeting and we will discuss any potential conflicts or noted problems and determined means to appropriately address. A summary of the meetings will be prepared and distributed to the City. We anticipate attending up to 10 monthly project coordination meetings under this task.

In addition to the scheduled monthly progress meetings, we will prepare and submit to City staff mid-month updates. A report shall be prepared identifying the progress made in addressing agreed upon SWMP update milestones. We anticipate preparing up to 10 mid-month progress update reports.

### **Task 3.0: MS4 Program Coordinator Interview**

Under this task, we will coordinate and attend a meeting with the City's MS4 Program Coordinator prior to the commencement of updating the SWMP. The purpose of the meeting is to coordinate obtaining information and documents to assist with the plan update. In addition, we will discuss City planned revisions to the current SWMP goals and Best Management Practices (BMPs).

### **Task 4.0: Existing Information Review**

Resulting from the MS4 Program Coordinator interview as described within Task 3, we will obtain the following documents from the City.

- City of Columbus NPDES MS4 permit
- City of Columbus current SWMP (Word document for editing)
- City of Columbus 2021 Annual Report
- MS4 program selected City of Columbus Standard Operating Procedures (SOPs)
- List of current Program Contacts

Under this task, we will review the City provided documents and prepare a memorandum to include the following for each of the seven SWMP elements.

1. Commitments made in addressing goals per the current SWMP.

2. Program activities progress and completion status.
3. Permit compliance requirements and deadlines.
4. Recommended SWMP updates and reporting.

The memorandum prepared resulting from the initial review of the City provided information will be updated to reflect additional required plan modifications as determined by the City during the SWMP update process as described within Task 5.0.

Resulting from the review of the City provided information, a comments and decision log will be prepared and provided to the City. The log will be created within a digital database spreadsheet format. The log will include recommended updates for each of the seven SWMP elements and provide means to document the decision process in addressing the recommended updates. City agreed upon updates within the log will be incorporated within the SWMP updates. The log will be routinely updated throughout the program and reviewed during each of the monthly progress meetings with City staff.

### **Task 5.0: SWMP Draft Updates**

Under this task, we will assist the City with updating the current SWMP. Updates will include City identified improvements to be made to existing BMPs and the indication of new goals and BMPs in meeting the requirements of the new Ohio EPA NDPEs permit. A description of the services to be provided are indicated below for each of the seven SWMP elements described within Tasks 5.1 – 5.7 below. Upon completion of the preparation of the draft SWMP updates, an electronic copy of the plan (i.e Word .docx) will be provided for City review. Modifications to the plan will be identified by ‘track changes’ for the City to be able to identify the draft updates. In addition to the draft SWMP, a copy of the final comments and decision log prepared resulting from the existing information review, per Task 4.0, will be included for reference.

### **Task 5.1: Public Education and Outreach and Public Involvement**

This SWMP element involves the implementation a program to distribute educational materials to the community about the impacts of stormwater discharges on water bodies and the steps the community can take to reduce pollutants in stormwater runoff. Additionally, the City is to create opportunities for public involvement/participation with stormwater activities. It is our understanding the Franklin Soil and Water Conservation District (FSWCD) assists with implementing components of this overall SWMP element.

Under this task, we will assist the City with the enhancement of the public education and public involvement program by providing the following services.

- Meet with City assigned staff and the FSWCD to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the remaining permit period. We anticipate attending up to four meetings with City assigned staff for this Task.
- We will review the current and planned BMPs to ensure stormwater management themes/messages are targeting the TMDL pollutants and audiences. We will note if a TMDL pollutant is not being addressed or if a required target audience is not being reached and recommend program modifications.

- We will assist the City with determining the requirements and means to involve the public with updating the SWMP. For each of the SWMP seven elements, we will work with the City to target specific audiences and present proposed SWMP updates and seek input for consideration with finalizing the plan. Such audiences could consist of watershed groups, neighborhood commissions, and the BIA.
- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.
- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

### **Task 5.2: Illicit Discharge and Elimination (IDDE) Program**

This SWMP element requires the City to maintain and enforce a program to detect and eliminate illicit discharges into the MS4. Per the Ohio EPA permit, the City's program shall include the following components.

- Maintain a storm sewer map including failing HSTs discharging into the MS4
- IDDE plan including dry-weather screening
- MS4 sampling to detect sanitary sewer wastes
- IDDE training program for City staff
- Illicit Discharge Elimination Plan
- Tracking plan

For this element, it is anticipated that any changes would be minor to the SWMP and would be driven by the desired change in process from the City and would not be in response to any significant new requirements. It is our understanding that the City does not require mapping update or field inspection services at this time.

Under this task, we will provide the following services.

- Meet with City assigned staff to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the remaining permit period. We anticipate attending up to four meetings with City assigned staff for this task.
- Review the City's current IDDE program and reporting results as identified on the annual report and recommend improvements for the City's consideration with plan updates.
- We will assist the City to ensure Ohio EPA required reporting requirements associated with Home Sewage Treatment Systems (HSTs) discharges are included within the current IDDE plan and incorporated within the City's current IDDE staff training program.
- Assist with presenting proposed plan updates to target audiences upon the request of the City.
- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.

- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

### **Task 5.3: Construction Program**

This SWMP element requires the City to implement and enforce a program to reduce pollutants in any stormwater runoff from construction activities. Per the Ohio EPA permit, the City's plan for must address the following.

- Ordinance/regulation shall be least as stringent as the Ohio EPA NPDES construction stormwater permit.
- Requirements for contractors to install and maintain erosion and sediment controls
- Stormwater Pollution Prevention (SWP3) reviews
- Conduct erosion and sediment control inspection to ensure the City approved SWPPP is being properly implemented
- Identify sanctions (enforcement procedures) resulting from the inspection findings
- Provide annual staff training associated with SWP3 reviews and inspections procedures

For this element, it is anticipated that major changes to the SWMP are required resulting from recent City stormwater management policy updates. It is our understanding that the City does not require mapping update or field inspection services at this time.

Under this task, we will provide the following services.

- Meet with City assigned staff to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the remaining permit period. We anticipate attending up to four meetings with City assigned staff for this Task.
- We will review the City's current construction site stormwater runoff program and reporting results as identified on the annual report and recommend improvements for the City's consideration with plan updates.
- We will incorporate new Ohio EPA permit requirements within the plan updates consisting of utilizing standard forms for SWP3 reviews and for documenting inspection results along with the required increased inspection frequency requirements.
- We will incorporate newly adopted requirements resulting from the Stormwater Drainage Manual updates and the adoption of the Land Disturbance regulation. These updates have established a template to be used by design engineers when preparing a SWP3 along with sediment basin volume verification requirements.
- Assist with presenting proposed plan updates to target audiences upon the request of the City.
- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.

- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

#### **Task 5.4: Post-Construction/Redevelopment Program**

This SWMP element requires the City to implement and enforce a program to address post-construction stormwater runoff from new development and redevelopment projects. Per the Ohio EPA permit, the City's plan for must address the following.

- Ordinance or regulatory mechanism to meet minimum requirements of OEPA permit
- SWP3 reviews
- Stormwater Control Practice (SCP) Operation and Maintenance (O&M) Plans
- SCP Inspection and Maintenance (I&M) Agreement
- BMP inventory and post-construction operator contact information
- City shall inspect each BMP at least once over the permit period
- Identify sanctions (enforcement procedures) resulting from the inspection findings

For this element, it is anticipated that major changes to the SWMP are required resulting from recent City stormwater management policy updates. It is our understanding that the City does not require mapping update or field inspection services at this time.

Under this task, we will provide the following services.

- Meet with City assigned staff to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the remaining permit period. We anticipate attending up to four meetings with City assigned staff for this Task.
- We will review the City's current post-construction stormwater runoff program and reporting results as identified on the annual report and recommend improvements for the City's consideration with plan updates.
- We will incorporate new Ohio EPA permit requirements within the plan updates associated with the requirement to use of standard forms/checklists by City staff when reviewing SWP3s and conducting erosion and sediment control inspections.
- We will incorporate TMDL pollutant requirements within the plan addressing the requirement to install Green Infrastructure (GI) SCPs, promoting residents to install rain gardens and rain barrels, incorporating water quality design features within existing regional detention basins, and reviewing plans within the Big Darby Creek watershed to ensure accordance with the Big Darby Accord Watershed Master Plan.
- We will incorporate newly adopted requirements resulting from the Stormwater Drainage Manual updates. These updates have established a template to be used by design engineers when preparing SWP3 and O&M plans, establishing I&M agreements, providing SCP access and maintenance easements, and requiring SCP construction surety bond.
- Assist with presenting proposed plan updates to target audiences upon the request of the City.

- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.
- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

### **Task 5.5: Pollution Prevention/Good Housekeeping**

This SWMP element requires the City to implement and operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Per the Ohio EPA permit, the City's plan for must address the following.

- List of industrial facilities the City operates
- Inventory of facilities with a stormwater pollution potential similar to an industrial facility per the list of facilities identified within the NDPES permit.
- Implement or develop BMP's and/or SWP3's for the facilities (completed within 2-years of the permit date)
- Pollution prevention (P2) procedures at City maintained facilities
- Store deicing materials under cover
- All brine or other alternative deicers storage tanks shall have secondary containment or barrier protection within 2-years of the permit
- Implement SOP's for vehicle fueling and bulk fuel deliveries – include spill kits
- Discharge of equipment washwater is prohibited
- Storm sewer inlet catch basin cleaning
- Street sweeping
- Inspection of City owned detention basins and maintenance
- Annual employee training

For this element, it is anticipated that any changes would be minor to the SWMP and would be driven by the desired change in process from the City and would not be in response to any significant new requirements. It is our understanding that the City does not require facility inspection services at this time.

Under this task, we will provide the following services.

- Meet with City assigned staff to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the remaining permit period. We anticipate attending up to four meetings with City assigned staff for this task.
- We will review the City's current pollution prevention/good housekeeping program and reporting results as identified on the annual report and recommend improvements for the City's consideration with plan updates.
- We will incorporate new City adopted spill response procedures within the updated plan.

- We will incorporate new Ohio EPA permit requirements within the plan updates consisting of the following.
  - The City shall inspect and maintain all MS4 catch basin structures at least once every five years
  - Ensure City maintained streets and parking lots are swept at least twice per year and collected pollutants properly disposed of
  - Proper stabilization of disturbed areas associated with MS4 ditch maintenance activities per the Ohio EPA's timeframe requirements
  - Incorporate an IDDE training within with City's annual staff training program
- Assist with presenting proposed plan updates to target audiences upon the request of the City.
- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.
- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

#### **Task 5.6: Industrial and Related Facilities Program**

This SWMP element requires the City to develop and maintain an inventory of industrial facilities, prioritize and perform inspections to determine whether SWPPP conditions are being properly implemented and maintained. For the industrial facilities program, the requirements in the most recent NPDES permit are similar to the previous permit. The City must maintain an updated inventory and perform prioritized inspections of industries within the City. The current SWMP outlines a detailed process to annually update the list of industries and also includes a process for prioritizing inspections.

The requirements of the site inspections as listed in the updated permit match those that are currently on the form included in Appendix J in the current SWMP. There is a tracking and enforcement mechanism in place and a database to store the required inspection data as outlined in the SWMP and required by the NPDES permit. In general, the current SWMP addresses the requirements of the updated NPDES permit for the Industrial and Related Facilities Program.

For this element, it is anticipated that any changes would be minor to the SWMP and would be driven by the desired change in process from the City and would not be in response to any significant new requirements for the industrial program in the updated permit. Our team anticipates that discussions with internal stakeholders will identify any updates to procedures, forms, or inspections that may be recommended based on their feedback. It is our understanding that the City does not require mapping update or facility inspection services at this time.

Under this task, we will provide the following services.

- Meet with City assigned staff to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the



remaining permit period. We anticipate attending up to four meetings with City assigned staff for this task.

- Assist with presenting proposed plan updates to target audiences upon the request of the City.
- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.
- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

### **Task 5.7: Wet Weather Monitoring Program**

This SWMP element requires the City to implement a monitoring program for MS4 discharges including a Wet Weather Monitoring Program and Home Sewage Treatment System (HSTS) discharge monitoring.

For this element, it is anticipated that major changes to the SWMP are required resulting from recent City monitoring procedure updates. The adopted procedures along with updating goals and BMPs will need to be included within the updated SWMP. Our team anticipates that discussions with internal stakeholders will identify the updates to procedures, forms, or inspections that will be incorporated within the updated SWMP. It is our understanding that the City does not require mapping update or inspection services at this time.

Under this task, we anticipate assisting the City with updating the SWMP in addressing the following.

- Meet with City assigned staff to review current goals and BMPs outlined within the existing SWMP. Resulting from our meeting, we will incorporate updates to current programs along with new BMPs currently being implemented or are planned on being implemented over the remaining permit period. We anticipate attending up to four meetings with City assigned staff for this task.
- Incorporate updated wet weather monitoring locations and sampling procedures within the SWMP.
- Incorporate HSTSs monitoring procedures adopted by the City within the SWMP, including outfall location identification, sampling procedures and schedule, and illicit discharge tracking procedures.
- Assist with presenting proposed plan updates to target audiences upon the request of the City.
- Additional plan update services needs will be determined as a result of the interview with the City's MS4 Program Coordinator as described within Task 3.0. We have allocated up to 40-hours to address additional service needs requested by the City under this task.
- Resulting from our meetings with City staff, we will update the section of the SWMP for this element and incorporate within the overall draft SWMP for the City to review and provide comments.

### **Task 5.8 Final SWMP**

Under this task, we will address the draft SWMP update review comments provided by City staff for each of the SWMP elements and prepare the final plan. In addition, we will provide a disposition of review comments for the City's review. The final SWMP for City's use will be provided in editable electronic format with a final compiled PDF and three printed bound copies. We anticipate attending one meeting with City staff to review the final SWMP.

### **Task 6: Revised Annual Report Template (If Authorized)**

The City of Columbus prepares an annual report identifying the BMPs implemented on an annual basis in meeting their goals outlined within the SWMP to the Ohio EPA. The report is required to be submitted to the Ohio EPA by March 31<sup>st</sup> each year. The City's current report template is comprised of five major sections and numerous appendices consisting of relevant program information. It is our understanding the City will update the current reporting template in preparation for the 2022 annual report submission to the Ohio EPA by March 31, 2023.

Under this task, upon being authorized by the City, we will assist with revising the annual report template to incorporate the updates made to the final SWMP. We will obtain a copy of the most recent report submitted to the Ohio EPA in an electronic file format (i.e. Word .docx) from the City. This document will be updated in a manner for City staff to easily incorporate summations of accomplishments of the new SWMP on an annual basis. We will additionally update documents within the report Appendix section, such as a revised Table of Organization, and include placeholders within the Appendices for additional documents to include in support of the City's plan updates, such as HSTS monitoring reports. Our services include attending up to two meetings with City staff to review the existing training materials and determine required updates. We have allocated up to 80-hours to address additional service needs requested by the City under this task.

### **Task 7: Training (If Authorized)**

It is our understanding the City provides annual training to City staff associated with the implementation of BMPs for various SWMP elements. Under this scope of services, upon being authorized by the City, we will assist the City with updating training materials for the City to incorporate within their annual training program. Our services include attending up to four meetings with City staff to review the existing training materials and determine required updates. We have allocated up to 80-hours to address additional service needs requested by the City under this task.

### **Task 8: Inspection Report Template Updates (If Authorized)**

It is our understanding the City is currently using paper based forms to complete inspections of the industrial facilities. Under this scope of services, upon being authorized by the City, we will assist the City with the development of digital forms for City inspector use during their industrial facility stormwater inspections. Our services include attending up to four meetings with City staff to review the existing inspection forms and determine required updates to be compatible with their current digital platform. We have allocated up to 136-hours to address additional service needs requested by the City under this task.

### **Project Deliverables and City Coordination**

As part of assisting the City with updating the SWMP, we will attend meetings throughout the plan update and provide the deliverables listed below.

- Kick-off meeting and Progress Meetings with City staff to coordinate key elements of the project.
- Memorandum identifying recommended updates and changes to the existing SWMP for compliance with the renewed MS4 NPDES permit based upon the review of the existing program documents provided by the City.
- Comments and Decision Log to assist with tracking recommended plan updates as indicated on the existing document review memorandum.
- Draft SWMP Updates resulting from the agreed plan modifications as tracked within the Comments and Decision Log.
- Address draft SWMP update review comments provided by City staff and provide a disposition of comments.
- Final SWMP for City's use provided in editable electronic format with a final compiled PDF and three printed bound copies.
- Electronic versions of all materials shall be submitted with the draft and final SWMP.
- A revised Annual Report template (If authorized) consistent with the updates performed to the SWMP.
- Updated City annual BMP training materials (if authorized).
- An industrial stormwater digital inspection reporting form template (if authorize).

**UTILIZATION REPORTING FORM**

**Project Detail Summary**

Project A	<b>Project Name:</b>	Stormwater Management Plan	<b>Department:</b>	Public Utilities	<b>Ordinance Number:</b>		<b>Invoice Number:</b>	
	<b>Project Number:</b>		<b>Division:</b>	DOSD	<b>Purchase Order Amount:</b>		<b>Comments/Notes:</b>	
	<b>City PM and Phone Number:</b>		<b>Section:</b>	SRMS	<b>PO# (Suffix/Line #):</b>			

LOAN FUNDED PROJECTS ARE REQUIRED TO HAVE A SEPARATE SUBCONTRACTOR WORK IDENTIFICATION FORM - UTILIZATION REPORTING FORM FOR EACH LOAN

**Purchase Order Amount(s) Grand Total:** \$0.00

**Prime and Subcontractor Utilization Summary**

	Name / Address	Contact Information	Federl Tax ID# / CCN w/ Expiration	Firm Type / DAX Vendor #	Contract Scope	Original Utilization Amount / Percentage	Revised Utilization Amount / Percentage	Previous Amount Invoiced To Date	Amount Invoiced This Period	Total Amount Invoiced	Balance Remaining
PRIME	EMH&T 5500 New Albany Road Columbus, OH 43054	Name: Sandy Doyle Ahern <a href="mailto:sdoyleahern@emht.com">email: sdoyleahern@emht.com</a> phone: (614) 775- 4510	31-0685594 11/17/2023	MAJ 4214	Tasks 1-5.8	\$115,380.14 63.35%	#DIV/0! 0.00%	0.00%	0.00%	\$ - 0.00%	\$ 115,380.14 100.00%
SUB 1	Coldwater Consulting 995 S. High Street Columbus, OH 43206	Eric Onderak <a href="mailto:edonderak@coldwaterconsultants.com">edonderak@coldwaterconsultants.com</a> 614-937-2614	27-3377013 4/30/2023	WBE 3198	Tasks 1-4, 5.6-5.8	\$ 66,744.68 36.65%	#DIV/0! 0.00%	0.00%	0.00%	\$ - 0.00%	\$ 66,744.68 100.00%
SUB 2						\$ - 0.00%	#DIV/0! 0.00%	#DIV/0!	#DIV/0!	\$ - #DIV/0!	\$ - #DIV/0!
SUB 3						\$ - 0.00%	#DIV/0! 0.00%	#DIV/0!	#DIV/0!	\$ - #DIV/0!	\$ - #DIV/0!
SUB 4						\$ - 0.00%	#DIV/0! 0.00%	#DIV/0!	#DIV/0!	\$ - #DIV/0!	\$ - #DIV/0!
SUB 5						\$ - 0.0%	#DIV/0! 0.00%	#DIV/0!	#DIV/0!	\$ - #DIV/0!	\$ - #DIV/0!
SUB 6						\$ - 0.0%	#DIV/0! 0.00%	#DIV/0!	#DIV/0!	\$ - #DIV/0!	\$ - #DIV/0!
SUB 7						\$ - 0.0%	#DIV/0! 0.00%	#DIV/0!	#DIV/0!	\$ - #DIV/0!	\$ - #DIV/0!
Last Updated By: J. Akins						<b>TOTAL AMOUNT</b>	\$ 182,124.82	\$ -	\$ -	\$ -	\$ 182,124.82
Last Updated On: 11/21/2022						<b>Total Percentage</b>	100.00%	#DIV/0!	0.00%	0.00%	100.00%

**SCHEDULE 2A (1)  
ENGINEERING COST SUMMARY**

1.	<b>CITY COLUMBUS, OHIO DEPT. OF PUBLIC UTILITIES</b>	2. CIP NO.: XXXXXX-100000 CT NO.:	3. VERSION:		
4.	<b>NAME OF CONSULTANT: EMH&amp;T</b>	5. <b>PROJECT TITLE:</b>	Stormwater Management Plan		
6.	<b>ADDRESS:</b> 5500 New Albany Road Columbus, OH 43054	7. TYPE OF CONTRACT: <b>DIRECT HOURLY W/MULTIPLIER</b>			
8.	<b>DIRECT LABOR:</b>	EST. HRS.	HOURLY RATE	SUBTOTAL	EXTENDED TOTAL
	Principal (PR)	0	\$65.00	\$0.00	
	Project Manager (PM)	166	\$52.00	\$8,632.00	
	Senior Project Engineer (SPE)	20	\$62.00	\$1,240.00	
	Project Engineer (PE)	58	\$48.00	\$2,784.00	
	Engineering Technician (ET)	270	\$35.00	\$9,450.00	
	Senior Environmental Scientist (SES)	196	\$40.00	\$7,840.00	
	Clerical (CL)	46	\$30.00	\$1,380.00	
		<b>756</b>	<b>DIRECT LABOR TOTAL:</b>		<b>\$31,326.00</b>
9.	<b>INDIRECT LABOR:</b>	Overhead & Administrative (a)	Profit (b)	Indirect Cost & Profit Multiplier (a + b) + (a * b)	EXTENDED TOTALS
		1.7123	0.10	1.9835	
		<b>INDIRECT LABOR + PROFIT TOTAL:</b>			<b>\$62,136.06</b>
10.	<b>Indirect Cost &amp; Profit Multiplier (2.8):</b>				<b>\$93,462.06</b>
11.	<b>OTHER DIRECT COSTS:</b>			EST. COST	
	a. TRAVEL				
	MILEAGE: 200 miles x \$0.625 (IRS rate @ date of travel) / mile			\$125.00	
	AIRFARE:			\$0.00	
	a. TRAVEL SUBTOTAL:			\$125.00	
	b. EQUIPMENT, MATERIALS, SUPPLIES (EMS) (List itemized breakdown below or on Schedule 2A-2 Expenses)			EST. COST	
				\$1,203.00	
				\$0.00	
				\$0.00	
	b. EMS SUBTOTAL:			\$1,203.00	
	c. SUBCONTRACTS			EST. COST	
	Sub #1 (Coldwater)			\$46,516.47	
	c. SUB SUBTOTAL:			\$46,516.47	
	d. OTHER (Specify categories)			EST. COST	
				\$0.00	
				\$0.00	
	d. OTHER SUBTOTAL:			\$0.00	
	<b>e. TOTAL OTHER DIRECT COSTS TOTAL (items a through d):</b>			<b>\$47,844.47</b>	
12.	TOTAL COST (item 10 + 11)				\$141,306.53
13.	(If Authorized; Revised Annual Report Template Updates.)				\$9,001.72
14.	(If Authorized; Training.)				\$10,332.21
15.	(If Authorized; Coldwater - Industrial Inspection Report Template Updates.)				\$21,484.36
17.	<b>MAXIMUM FEE (items 12 through 16)</b>				<b>\$182,124.82</b>

**SCHEDULE 2A (1)  
ENGINEERING COST SUMMARY**

1.	<b>CITY COLUMBUS, OHIO DEPT. OF PUBLIC UTILITIES</b>	2. CIP NO.: XXXXXX-100000 CT NO.:	3. VERSION:		
4.	<b>NAME OF CONSULTANT:</b> Coldwater Consulting, LLC	5. <b>PROJECT TITLE:</b> Stormwater Management Plan Update			
6.	<b>ADDRESS:</b> 995 S. High Street Columbus, OH 43206	7. TYPE OF CONTRACT: <b>DIRECT HOURLY W/MULTIPLIER</b>			
8.	<b>DIRECT LABOR:</b>	EST. HRS.	HOURLY RATE	SUBTOTAL	EXTENDED TOTAL
	Principal	0	\$85.00	\$0.00	
	Project Manager	80	\$78.00	\$6,240.00	
	Senior Project Engineer/Scientist	40	\$65.00	\$2,600.00	
	Project Engineer/Scientist	0	\$48.00	\$0.00	
	Design Engineer/Scientist	160	\$40.00	\$6,400.00	
	Clerical	10	\$25.00	\$250.00	
		<b>290</b>	<b>DIRECT LABOR TOTAL:</b>		\$15,490.00
9.	<b>INDIRECT LABOR:</b>	Overhead & Administrative (a)	Profit (b)	Indirect Cost & Profit Multiplier (a + b) + (a * b)	EXTENDED TOTALS
		1.73	0.10	2.00	
		<b>INDIRECT LABOR + PROFIT TOTAL:</b>			\$31,026.47
10.	<b>Indirect Cost &amp; Profit Multiplier (2.8):</b>				<b>\$46,516.47</b>
11.	<b>OTHER DIRECT COSTS:</b>	EST. COST			
	a. TRAVEL				
	MILEAGE: # miles x \$ (IRS rate @ date of travel) / mile				\$0.00
	AIRFARE:				\$0.00
	a. TRAVEL SUBTOTAL:				\$0.00
	b. EQUIPMENT, MATERIALS, SUPPLIES (EMS)	EST. COST			
	(List itemized breakdown below or on Schedule 2A-2 Expenses)				\$0.00
					\$0.00
					\$0.00
	b. EMS SUBTOTAL:				\$0.00
	c. SUBCONTRACTS	EST. COST			
	Sub #1 (provide separate Cost Summary)				\$0.00
	Sub #2 (provide separate Cost Summary)				\$0.00
	Sub #3 (provide separate Cost Summary)				\$0.00
	Sub #4 (provide separate Cost Summary)				\$0.00
	c. SUB SUBTOTAL:				\$0.00
	d. OTHER (Specify categories)	EST. COST			
					\$0.00
					\$0.00
	d. OTHER SUBTOTAL:				\$0.00
	<b>e. TOTAL OTHER DIRECT COSTS TOTAL (items a through d):</b>				<b>\$0.00</b>
12.	TOTAL COST (item 10 + 11)				\$46,516.47
13.	(If Authorized; Industrial Inspection Report Template Updates)				\$20,228.21
14.	(If Authorized; Name of sub & amount if not performed by prime.)				\$0.00
15.	(If Authorized; Name of sub & amount if not performed by prime.)				\$0.00
16.	CONTINGENCY ( ___ %)				\$0.00
17.	<b>MAXIMUM FEE (items 12 through 16)</b>				<b>\$66,744.68</b>

**SCHEDULE 2B  
MAXIMUM LABOR RATES  
2023 - 2025  
STORMWATER MANAGEMENT PLAN  
CIP NO. XXXXXX-XXXXXX, CONTRACT No. XXXX**

<b>EMH&amp;T</b>	<b>Position Description</b>	<b>Max Hourly Rate 2023</b>	<b>Max Hourly Rate 2024</b>	<b>Max Hourly Rate 2025</b>
	Principal (PR)	\$65.00	\$68.25	\$71.66
	Project Manager (PM)	\$52.00	\$54.60	\$57.33
	Senior Project Engineer (SPE)	\$62.00	\$65.10	\$68.36
	Project Engineer (PE)	\$48.00	\$50.40	\$52.92
	Engineering Technician (ET)	\$35.00	\$36.75	\$38.59
	Senior Environmental Scientist (SES)	\$40.00	\$42.00	\$44.10
	Clerical (CL)	\$30.00	\$31.50	\$33.08
<b>Coldwater</b>	<b>Labor Categories</b>	<b>Max Hourly Rate 2023</b>	<b>Max Hourly Rate 2024</b>	<b>Max Hourly Rate 2025</b>
	Principal (PR)	\$85.00	\$89.25	\$93.71
	Project Manager (PM)	\$78.00	\$81.90	\$86.00
	Senior Project Engineer/Scientist (SPE)	\$65.00	\$68.25	\$71.66
	Project Engineer/Scientist (PE)	\$48.00	\$50.40	\$52.92
	Design Engineer/Scientist (DE)	\$40.00	\$42.00	\$44.10
	Clerical (CL)	\$25.00	\$26.25	\$27.56

**SCHEDULE 2A-2  
EXPENSES  
STORMWATER MANAGEMENT PLAN  
CIP NO. XXXXXX-XXXXXX, CONTRACT NO. XXXX**

<b>Task</b>	<b>Description</b>							<b>Cost</b>
1	Project Initiation Meeting	Sets:	20	Pages:	20	Rate:	\$ 0.15	\$60.00
2	Project Coordination Meeting & Updates	Sets:	200	Pages:	20	Rate:	\$ 0.15	\$600.00
3	MS4 Program Coordinator Interview	Sets:	6	Pages:	20	Rate:	\$ 0.15	\$18.00
4	Existing Information Review	Sets:	1	Pages:	500	Rate:	\$ 0.15	\$75.00
5	SWMP Draft Updates	Sets:	3	Pages:	500	Rate:	\$ 0.15	\$225.00
5.8	Final SWMP	Sets:	3	Pages:	500	Rate:	\$ 0.15	\$225.00
6	Annual Report Template (if Authorized)	Sets:	1	Pages:	500	Rate:	\$ 0.15	\$75.00
7	Training (if Authorized)	Sets:	1	Pages:	300	Rate:	\$ 0.15	\$45.00
8	Inspection Report Template (If Authorized)	Sets:	1	Pages:	100	Rate:	\$ 0.15	\$15.00
	<b>Subtotal Expenses</b>							<b>\$1,338.00</b>





SCHEDULE 4  
STORMWATER MANAGEMENT PLAN  
CIP NO.: XXXXXX-XXXXXX

FIRM: EMH&T

TASK NO.	ACTIVITY	LABOR HOURS							EMH&T						
		PR	PM	SPE	PE	ET	SES	CL	TOTAL	Labor Costs	Indirect Costs	Sub-Total	Expenses	Coldwater	TOTAL
1.0	<b>Project Initiation Meeting with DOSD Staff</b>		8	4	4	4	4	0	24	\$1,156.00	\$2,292.96	\$3,448.96	\$60.00	\$936.94	\$4,445.90
	Meeting preparation and attendance (1 total)														
2.0	<b>Project Coordination Meetings</b>		40	0	0	20	40	10	110	\$4,680.00	\$9,282.92	\$13,962.92	\$600.00	\$4,498.49	\$19,061.41
	Monthly progress meeting preparation and attendance (10 total)														
	Mid-month progress update reports (10 total)														
3.0	<b>MS4 Program Coordinator Interview</b>		6	0	0	4	4	0	14	\$612.00	\$1,213.92	\$1,825.92	\$18.00	\$936.94	\$2,780.86
	Meeting preparation and attendance (1 total)														
4.0	<b>Existing Information Review</b>		16	0	0	16	12	4	48	\$1,992.00	\$3,951.19	\$5,943.19	\$75.00	\$5,357.35	\$11,375.54
	Existing information review and memorandum initial preparation and updates														
	Comments and decision log preparation														
5.0	<b>SWMP Draft Updates</b>														
5.1	<b>Public Education and Outreach on Public Involvement</b>		4				60	4	68	\$2,728.00	\$5,411.07	\$8,139.07	\$40.00		\$8,179.07
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.2	<b>Illicit Discharge Detection and Elimination (IDDE)</b>		4		20		60	4	88	\$3,688.00	\$7,315.26	\$11,003.26	\$40.00		\$11,043.26
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.3	<b>Construction Program</b>		24	8	16	70		4	122	\$5,082.00	\$10,080.30	\$15,162.30	\$50.00		\$15,212.30
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.4	<b>Post-Construction/Redevelopment Program</b>		24	8	8	80		4	124	\$5,048.00	\$10,012.86	\$15,060.86	\$50.00		\$15,110.86
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.5	<b>Pollution Prevention/Good Housekeeping</b>		24		10	60		4	98	\$3,948.00	\$7,830.98	\$11,778.98	\$25.00		\$11,803.98
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.6	<b>Industrial and Related Facilities Program</b>		4	0	0	0	0	0	4	\$208.00	\$412.57	\$620.57	\$10.00	\$14,714.70	\$15,345.27
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.7	<b>Wet Weather Monitoring Program</b>		4	0	0	0	0	0	4	\$208.00	\$412.57	\$620.57	\$10.00	\$14,714.70	\$15,345.27
	Meeting attendance with City staff (4 meetings)														
	Draft plan component presentation														
	Additional services request (40 hours)														
	Draft plan updates														
5.8	<b>Final SWMP</b>		8			16	16	12	52	\$1,976.00	\$3,919.46	\$5,895.46	\$225.00	\$5,357.35	\$11,477.81
	Address City review comments and prepare final plan														
	<b>TOTAL (BASE) =</b>	<b>0</b>	<b>166</b>	<b>20</b>	<b>58</b>	<b>270</b>	<b>196</b>	<b>46</b>	<b>756</b>	<b>\$31,326.00</b>	<b>\$62,136.06</b>	<b>\$93,462.06</b>	<b>\$1,203.00</b>	<b>\$46,516.47</b>	<b>\$141,181.53</b>
6.0	<b>Revised Annual Report Template Updates (If Authorized)</b>		16			48		16	80	\$2,992.00	\$5,934.72	\$8,926.72	\$75.00		\$9,001.72
	Meeting attendance with City staff (2 meetings)														
	Template updates (80-hours)														
7.0	<b>Training (If Authorized)</b>		32		8	24	8	8	80	\$3,448.00	\$6,839.21	\$10,287.21	\$45.00		\$10,332.21
	Meeting attendance with City staff (4 meetings)														
	Template updates (80-hours)														
8.0	<b>Inspection Report Template Updates (If Authorized)</b>		8	0	0	0	0	0	8	\$416.00	\$825.15	\$1,241.15	\$15.00	\$20,228.21	\$21,484.36
	Meeting attendance with City staff (4 meetings)														
	Template updates (80-hours)														
	<b>TOTAL HOURS (W/ IF AUTHORIZED) =</b>	<b>0</b>	<b>222</b>	<b>20</b>	<b>66</b>	<b>342</b>	<b>204</b>	<b>70</b>	<b>924</b>	<b>\$38,182.00</b>	<b>\$75,735.14</b>	<b>\$113,917.14</b>	<b>\$1,338.00</b>	<b>\$66,744.68</b>	<b>\$181,999.82</b>

PR - Principal  
PM - Project Manager  
SPE - Senior Project Engineer  
PE - Project Engineer  
SES - Sr. Environmental Scientist  
ET - Eng. Technician  
CL - Clerical

**SCHEDULE 4  
STORMWATER MANAGEMENT PLAN  
CIP NO.: XXXXXX-XXXXXX**

**FIRM: COLDWATER**

TASK NO.	ACTIVITY	LABOR HOURS											TOTAL	Labor Costs	Labor + Indirect Costs	Total by Task	
		PR	PM	SPE	PE	DE	ET	DR	CL	RS	FP						
1	Project Initiation Meeting	\$ 85.00	\$ 78.00	\$ 65.00	\$ 48.00	\$ 40.00			\$ 25.00					4	\$ 312.00	\$ 936.94	\$ 936.94
2	Project Coordination Meetings		16						10					26	\$ 1,498.00	\$ 4,498.49	\$ 4,498.49
3	MS4 Program Coordinator Meeting		4											4	\$ 312.00	\$ 936.94	\$ 936.94
4	Existing Information Review		8	8		16								32	\$ 1,784.00	\$ 5,357.35	\$ 5,357.35
5.2	IDDE Program													0	\$ -	\$ -	\$ -
5.6	Industrial and Facilities Program		20	12		64								96	\$ 4,900.00	\$ 14,714.70	\$ 14,714.70
5.7	Wet Weather Monitoring Program		20	12		64								96	\$ 4,900.00	\$ 14,714.70	\$ 14,714.70
5.8	Final SWMP		8	8		16								32	\$ 1,784.00	\$ 5,357.35	\$ 5,357.35
	<b>TOTAL (BASE) =</b>		<b>80</b>	<b>40</b>	<b>0</b>	<b>160</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>290</b>	<b>\$ 15,490.00</b>	<b>\$ 46,516.47</b>	<b>\$ 46,516.47</b>	
8	Inspection Report Template Updates (If Authorized)		32	16		80								128	\$ 6,736.00	\$ 20,228.21	\$ 20,228.21
														0	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -
	<b>TOTAL (W/IF AUTHORIZED) =</b>		<b>112</b>	<b>56</b>	<b>0</b>	<b>240</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>418</b>	<b>\$ 22,226.00</b>	<b>\$ 66,744.68</b>	<b>\$ 66,744.68</b>	

PR - Principal  
PM - Project Manager

SPE - Senior Project Engineer  
PE - Project Engineer

DE - Design Engineer  
ET - Eng. Technician

DR - Drafter  
CL - Clerical

RS - Registered Surveyor  
FP - Field Person