


Treatment BMP O&M Verification Program Documentation and Reporting



**John Fusco, EOA, Inc.
Program Staff for the
Santa Clara Valley Urban Runoff
Pollution Prevention Program (SCVURPPP)**

Overview of Presentation

Treatment BMP O&M Verification

- C.3 Reporting Requirements
- Data Collection
- Data Management
- Data Reporting
- Conclusion





C.3 Reporting Requirements

- Planning Procedures Performance Standard (PPPS) Model Reporting Form
- Permit Provision C.3.n.i- C.3. Reporting
- Permit Provision C.3.e.iii- O&M Reporting

C.3 Reporting Requirements

PPPS Model Reporting Forms

- Actually three separate tables.
- Developed as part of the revised PPPS.
- Information demonstrates implementation of the PPPS and fulfills C.3 Reporting requirements.
- Collected by Co-permittee Planning Departments.



C.3 Reporting Requirements

PPPS Model Reporting Forms

- Some Reporting Form fields satisfy O&M Reporting requirements.
 - list of properties (public and private), responsible operators, BMP type.
- Provided in Co-permittee Annual Reports.



C.3 Reporting Requirements

O&M Reporting

- Data is collected to report on BMP verification and inspection programs.
- Data is collected by field inspectors.
 - Co-permittee staff
 - BMP owners/operators (self-certification)
 - third party designees (private contractors).
- Existing Co-permittee staff will be conducting inspections.



Data Collection

BMP O&M Verification Inspections

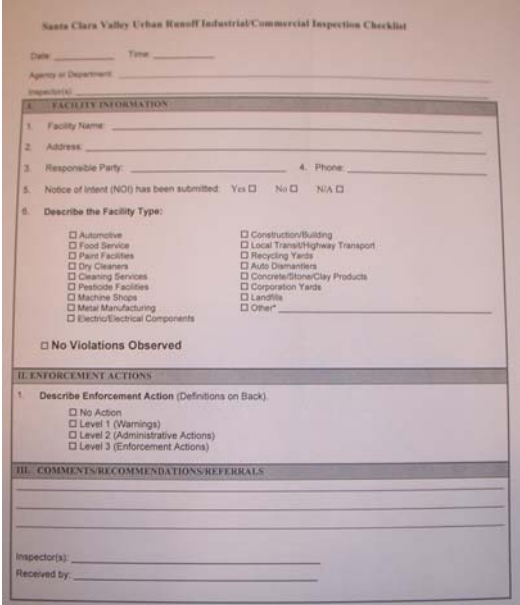
- When conducting field inspections, use a data collection tool with standardized fields and categories.
 - Data Collection Form
 - Electronic Handheld Information Device (Personal Digital Assistant)



Data Collection

BMP O&M Verification Inspections

- Data collected will pertain to:
 - Reason for Inspection
 - Development Project Information
 - BMP Type and Inspection Results
 - Follow-up and Enforcement Actions
- Standardized fields and categories ensure consistent data collection and reporting.



The image shows a printed form titled "Santa Clara Valley Urban Runoff Industrial/Commercial Inspection Checklist". The form is divided into several sections:

- Header:** "Santa Clara Valley Urban Runoff Industrial/Commercial Inspection Checklist".
- Form Fields:** "Date _____ Time _____", "Agency or Department _____", "Inspector(s): _____".
- Section I: FACILITY INFORMATION**
 - 1. Facility Name: _____
 - 2. Address: _____
 - 3. Responsible Party: _____ 4. Phone: _____
 - 5. Notice of Intent (NOI) has been submitted: Yes No N/A
 - 6. Describe the Facility Type:
 - Automotive
 - Food Service
 - Plant Facilities
 - Dry Cleaners
 - Cleaning Services
 - Pesticide Facilities
 - Machine Shops
 - Metal Manufacturing
 - Electro/Electrical Components
 - Construction/Building
 - Local Transit/Highway Transport
 - Recycling Yards
 - Auto Detailers
 - Concrete/Stone/Clay Products
 - Corporation Yards
 - Landfills
 - Other: _____
- No Violations Observed

- Section II: ENFORCEMENT ACTIONS**
- 1. Describe Enforcement Action (Definitions on Back).
 - No Action
 - Level 1 (Warnings)
 - Level 2 (Administrative Actions)
 - Level 3 (Enforcement Actions)
- Section III: COMMENTS/RECOMMENDATIONS/REFERRALS**
- _____

- Inspector(s): _____
- Received by: _____

Data Collection

BMP O&M Verification Inspections

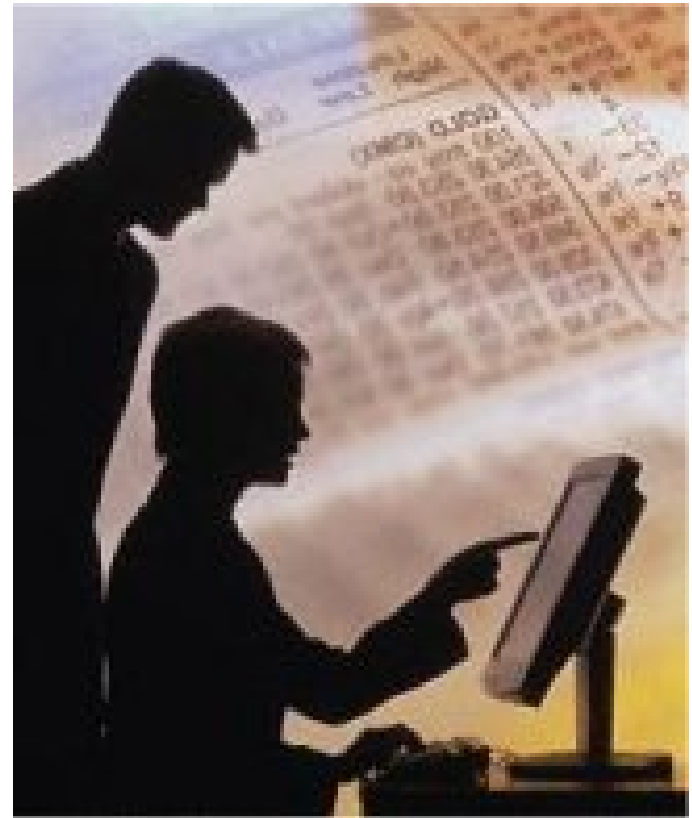
- Descriptive categories will be used.
 - BMPs: 23 potential types
 - Over 50 potential inspection results:
 - Maintenance Performed Correctly
 - Standing Water
 - Excessive Vegetation
- Inspection results will be assigned codes.



Data Management

BMP O&M Verification Inspections

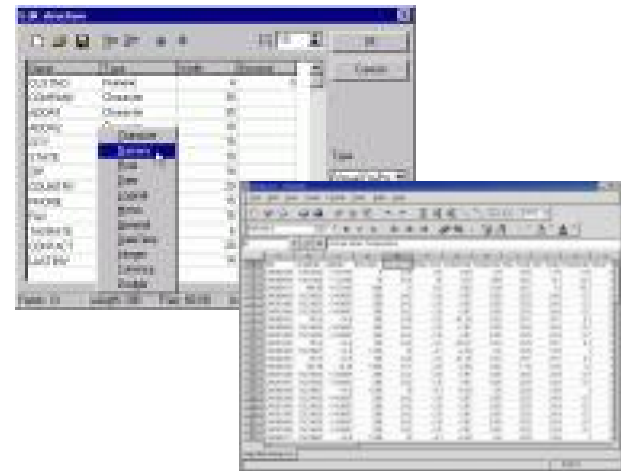
- Use a database or other useful data management structure.
- Depending on the City's organizational structure, C.3 and O&M inspection data could be managed together or separately.



Data Management

BMP O&M Verification Inspections

- The tracking of C.3 and O&M inspection data may be performed by different departments/units.
- Must develop tracking mechanism which allows the efficient transfer of data between departments/units.
 - Database
 - Spreadsheet
 - Paper Reporting Form



Data Management

BMP O&M Verification Inspections

- Overall Goal: Ensure that all necessary BMP data is transferred/shared between different departments/units.
 - Coordination and cooperation is key.



Data Reporting

BMP O&M Verification Inspections

- Discussing a potential O&M reporting format with Water Board staff.
- Developing an O&M data collection and reporting methodology.
- O&M reporting will be included in the Annual Report.



For More Information...

- Visit our website at:



www.SCVURPPP.org