

TECHNICAL PROPOSAL

For:



**CITY OF RIALTO, CA
NOTICE FOR REQUEST FOR PROPOSALS (RFP) #16-076
TECHNICAL CONSULTANT SERVICES TO ASSIST WITH THE NATIONAL POLLUTION
DISCHARGE ELIMINATION SYSTEM (NPDES) PROGRAM**

Submitted by:



**256 Cajon Street, Suite C
Redlands, California 92373
Telephone: 909-894-4425**

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ATTACHMENT "A"

NOTE: THIS FORM MUST BE COMPLETED AND INCLUDED INSIDE ENVELOPE #1, "WORK PROPOSAL"

REQUESTS FOR PROPOSALS (RFP) # 16-076 TECHNICAL CONSULTANT SERVICES TO ASSIST WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PROGRAM

SIGNATURE AUTHORIZATION

PROPOSER: Lynn Merrill and Associates, Inc.

- A. I hereby certify that I have the authority to submit this Proposal to the City of Rialto for the above listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal.

SIGNATURE

- B. The following information relates to the legal contractor listed above, whether an individual or a company. Place check marks as appropriate:

1. If successful, the contract language should refer to me/my company as:

☐ An individual;

☐ A partnership, Partners' names: _____

☐ A company;

☒ A corporation

2. My tax identification number is: 81-0780929

ADDENDA ACKNOWLEDGMENT:

Acknowledgment of Receipt of any Addenda issued by the City for this RFP is required by including the acknowledgment with your proposal. Failure to acknowledge the Addenda issued may result in your proposal being deemed non-responsive.

In the space provided below, please acknowledge receipt of each Addenda:

Addendum(s) # 1 is/are hereby acknowledged.

The "Small Business Concerns Information" sheet shall be included as part of Attachment "A".

RFP #16-076
Attachment "A"

Attachment "A" - Small Business Concerns Information

The Proposer shall furnish the following information. Additional sheets may be attached, if necessary.

- (1) Name: Lynn Merrill and Associates, Inc.
- (2) Address: 256 Cajon Street, Suite C, Redlands, California 92373
- (3) Phone No.: 909-894-4425 Fax No.: _____
- (4) E-Mail: LCMUPLAND@aol.com
- (5) Type of Firm: (Check all that apply)
☐ Individual ☐ Partnership ☒ XXX Corporation
☐ Minority Business Enterprise (MBE) ☐ Women Business Enterprise (WBE)
☐ Small Disadvantaged Business (SDB) ☐ Veteran Owned Business
☐ Disabled Veteran Owned Business ☐ Other
- (6) Business License: ☒ Yes ☐ No License Number: _____
- (7) Tax Identification Number: 81-0780929
- (8) Number of years as a firm practicing the requested services: Eleven years.
- (9) Three (3) projects of this type recently completed:

Type of project: NPDES Program Support
 Contract Amount: \$419,906.00 Date Completed: June 2016
 Owner: City of Rialto Phone: 909-421-7279
 Type of project: NPDES Program Support
 Contract Amount: \$50,000.00 Date Completed: June 2016
 Owner: City of Palm Springs Phone: 760-322-8380
 Type of project: NPDES Program Support
 Contract Amount: \$210,000.00 Date Completed: On-going.
 Owner: County of San Bernardino Phone: 909-387-8112

- (10) Person who reviewed the RFP for your firm:
 Name: Lynn Merrill, President Date of Review: April 28, 2016

ATTACHMENT "B"

NOTE: THIS FORM MUST BE COMPLETED AND INCLUDED INSIDE ENVELOPE #1, "WORK PROPOSAL"

**REQUESTS FOR PROPOSALS (RFP) # 16-076
TECHNICAL CONSULTANT SERVICES TO ASSIST WITH THE NATIONAL POLLUTION
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DEBARMENT AND SUSPENSION CERTIFICATION

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The Consultant, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

No exceptions to this certificate.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Note: Providing false information may result in criminal prosecution or administrative sanctions.

Consultant Name: Lynn Merrill and Associates, Inc.

(Date)

(Signature)

Lynn Merrill, President

(Name & Title)

SECTION A – PROJECT UNDERSTANDING

A.1 Without reciting the information regarding the Project verbatim as contained in this RFP, convey an understanding of the intent of the Project and an understanding of the City's expectations upon implementation of the Project.

The project involves a combination of technical, administrative, inspection and analysis support in order to provide the City of Rialto with a comprehensive NPDES Program that supports both the region-wide program currently operating under the current San Bernardino County NPDES Permit (Order Number R8-2010-0036; NPDES No. CAS618036) as well as the City's internal NPDES programs.

The City should expect that their consultant has the technical depth and breadth to address a variety of challenges and issues that the City faces each day as it relates to the on-going operation and activities under the NPDES program. These expectations include:

- The ability to provide critical, long-range policy analysis as it relates to the cost and operational effects of proposed regional and State-wide Permits, including the proposed new San Bernardino County permit currently being developed by the Regional Board;
- The ability to understand and communicate the impacts of proposed and adopted permits to staff, city administration and elected officials, while being able to negotiate effectively on behalf of both the City and the other permittees within the San Bernardino County Program;
- The ability to manage and operate a comprehensive commercial, industrial and restaurant inspection program which doesn't simply "inspect" the business, but recognizes and supports the business community as they work to comply with these regulatory requirements;
- The ability to coordinate with the various other consultants that are involved in both the design and construction of public and private projects, ensuring that the construction sites are in compliance with their Storm Water Pollution Prevention Plans as required by the statewide General Construction Permit, that data is input into the states SMARTS program as required, and that Water Quality Management Plans (WQMP) are developed, installed and monitored as an important component of the development processes;
- The ability to be responsive, flexible and effective as it relates to the City's needs, whether it is providing technical field support to Code Enforcement, assisting the Engineering staff in creative approaches to implementing NPDES program requirements in new development, or responding quickly and appropriately to reports of illicit discharges either solely or in conjunction with public safety departments within the City.

Since our firm's inception in November 2004, we have provided a variety of municipal program and project management services to both city and county governments as it relates to various aspects of environmental program compliance. We have been actively involved in MS4 Permit Program requirements in San Bernardino County since 2000, first as Director of Public Services for the City of San Bernardino, and subsequently as principal and founder of Lynn Merrill and Associates, Inc., Consulting to Municipal Governments.

For the last five years, we assisted the City of Rialto in the implementation and management of the NPDES Program. Our staff took the lead in a Santa Ana Regional Water Quality Control Board / Environmental Protection Agency NPDES Program Audit of the City in September 2012. As a result of the audit findings, we assisted the City in reconciling various program deficiencies. The City expanded our contract scope to conduct all commercial, industrial and restaurant NPDES inspections within the City, and between March 2013 and June 2013, our firm conducted over four hundred inspections of the various businesses within the City. In addition, in order to fund this program, we conducted a fee study which resulted in the adoption of a NPDES Inspection Fee in April 2013. Since January 2014, we have been coordinating the invoicing for the inspection fees for the City, as well as conducting all commercial, industrial, restaurant (including FOG), and Post Construction BMP inspections for the City. Our effort includes assistance in updating the City's Sanitary Sewer Management Plan (SSMP), development of the Fats, Oils, and Greases (FOG) program, conducting Pretreatment Industrial Waste Surveys of new businesses to determine if they are subject to the Pretreatment requirements, and conducting FOG inspections including interceptors and clarifier assessments.

A.2 Identify “key” or “critical” issues that may be encountered on the Project based on the firm’s prior experiences; provide steps to be taken to ensure the issues do not affect the successful delivery of the Project.

One of the most critical issues facing the City, as well as the entire San Bernardino County NPDES Program is the proposed renewal of the NPDES Permit, currently expected sometime in 2017. Over the last two years, the Regional Board has proposed to issue a permit that would combine both San Bernardino and Riverside Counties within the Santa Ana River into a single permit. Such a consolidation would have enormous effects on the costs and program administration for each County which would translate into increasing program costs to the City for implementation. As a result of a new Los Angeles County Permit that was issued two years ago, the expected Capital Costs for total program implementation over the next 20 years is estimated at \$20 billion. While the San Bernardino County program isn’t expecting these kinds of costs in the new permit, we only need to look towards the draft Orange County permit to determine what the future for the San Bernardino County NPDES Program may face.

Our firm has, for the last five years, been actively involved in both the San Bernardino and Riverside Permits, and has the depth of understanding to be able to work in the City’s interest to ensure that the new permit doesn’t add unnecessary permit costs while continuing the tremendously successful NPDES program that has developed within the San Bernardino County. As an active participant in the MS4 Permit programs, we currently represent the City of Rialto on the San Bernardino NPDES Permit Program, the City of San Jacinto on the Riverside NPDES Permit Program, and the City of Palm Springs on the Whitewater NPDES Permit Program. Our representation in both counties and three watersheds allows us to provide insight and critical analyses of the strengths and opportunities which are available within both counties. Our technical background in sciences and permitting as well as operational experience with City government provides a unique viewpoint and support for the City of Rialto program.

Since March 2015, we are currently providing NPDES Program Support to the City of Palm Springs under a current contract. Our efforts for the city included conducting 188 high priority NPDES inspections of commercial, restaurants and industrial businesses within the City in June 2015, and have responded as the City’s NPDES Illicit Discharge Investigator on various discharge events. Since September 2015, we have represented the City at the Desert Task Force meetings. We assisted the City in completing the FY14-15 Annual Report in January to the Riverside County Flood Control and Water Conservation District. Our contract with the City was recently amended to provide support to the City through the end of June 2016. Our current support work includes conducting a review of the City’s NPDES Ordinance in order to revise and update it to current permit requirements, develop a fee study to cover the cost of inspections within the City, and to conduct the annual NPDES Commercial, Restaurant and Industrial Inspections required under the permits. In addition, we are

For the City of San Jacinto, we actively participated in the development of the Comprehensive Nutrient Reduction Plan required for the Lake Elsinore/Canyon Lake watersheds. Our scientific background allowed us to provide critical analysis for our client that resulted in the Riverside County Flood Control and Water Conservation District reassessing the various compliance methodologies in Canyon Lake. This reassessment turned the program away from initially pursuing a Hypolimnic Oxygenation System (HOS) to a hybrid approach which utilized applications of alum to treat nitrogen and phosphorus loadings as an initial approach, with significant economic savings to the various permittees in the San Jacinto watershed.

We are currently under contract with the cities of Lake Elsinore, Grand Terrace, Loma Linda and Perris, as well as the County of San Bernardino to provide NPDES commercial, industrial and restaurant inspections. Our inspection work includes Post-Construction BMP inspections. We were recently awarded the contract for the City of Banning to provide all NPDES related inspections, as well as their Fats, Oils and Greases Inspection Program and their Pre-Treatment Program.

Our company’s services include critical analysis of policy and process efforts as well as field experience in a municipal setting. With our combined company experience that includes both scientific and public policy background, as well as oversight of maintenance operations in a major city, we bring the ability to quickly analyze, review and provide critical assessment of various approaches and documents while understanding the physical and political limitations and restrictions associated with NPDES program implementation.

SECTION B - SCOPE OF WORK

B.1 Provide a detailed scope of work identifying all tasks and sub-tasks required to successfully implement an NPDES program. The outline of tasks and sub-tasks must be thorough and complete, and will be used as the scope of work included in the selected firm's contract.

A. DESIGN AND DEVELOPMENT PROCESS NPDES/WQMP SUPPORT

Overall, the City relies on a combination of internal staff and external consultants to support the design and development process within the City. On a typical Public Works project, the City staff will define out the project under the Capital Improvement Program, and, through the Request for Proposal process, obtain the services of a qualified engineering design firm that will prepare the standards and specifications for the project. Once the standards and specifications for a project design are completed, the project is then assembled into a Request for Bid document that may incorporate various NPDES/WQMP elements into the project. These may typically include the requirement for the contractor responsible for building the project to prepare the various NPDES documents for the City, including but not limited to, the SWPPP and/or WQMP. A separate outside vendor provides construction management and inspection support, including inspections required under both the County of San Bernardino permit as well as the Statewide General Construction Permit.

Under the current practices and processes used by the City, our role is to provide the appropriate level of support to the development process as is necessary to move the project forward. This effort includes reviewing and revising the boilerplate language in Capital Improvement Programs in order to ensure that the most current NPDES requirements are being included into the Request for Bid specifications.

The following sections describe in further details our experiences and approaches to each item:

1. **DEVELOPMENT PROCESS** – Under our existing contract with the City of Rialto, we provide technical assistance to the City as appropriate to the process. In most cases, we work with the Public Works engineering staff in addressing the subtle issues associated with each project. For example, we assisted the city on a proposed apartment complex that was concerned that a WQMP may be required although the site just met the minimum threshold requirement for the preparation of a WQMP. By looking at the site with the engineering staff, we were able to determine that the proposed site conditions of approval could be written in such a manner that would integrate Low Impact Development (LID) features into the project such as drainage swales and permeable concrete which would reduce the impacted square footage to below the WQMP threshold. In this example, we met the spirit of the program, while reducing a cost to the developer by not requiring the actual preparation of a WQMP, yet conditioned the project to include LID features.
2. **DEVELOPMENT REVIEW** – As requested by the City, we routinely have assisted in reviewing various projects in order to ensure that LID principles are incorporated. Recently, the City updated its landscape design standards and requested that we participate in the update process. We were able to offer several recommendations that not only integrated LID principles into common area landscape designs, but also addressed issues relating to water conservation and run-off.
3. **TECHNICAL CONSULTATION** – Currently, the City's WQMP process requires the submission of an initial WQMP at the time that plans are submitted to the Development Department. The WQMP is then forwarded to a third party (Lockwood Engineering) who coordinates with the developer in order to process the initial WQMP into a final WQMP which is then forwarded to the City by cover memo. Once the WQMP is returned to the City's staff, it is then incorporated into the development files, and the maintenance agreement is recorded. Our firm will then field check the WQMP, assist the city in obtaining the certificate of operation from the developer, and log the WQMP into the County of San Bernardino's MS4 Database for future inspections. During the process, and especially on City projects in which the maintenance of any Best Management Practices (BMPs) will be the future responsibility of the City, we will review the proposed BMPs in order to ensure that these are cost-effective for the City to maintain. In some cases, the designers of the BMPs do not take into consideration the costs for on-going maintenance by city staff, and may incorporate BMPs that are technologically advanced, but require expensive periodic maintenance by City field crews.

4. **SWPPP/WQMP PREPARATION AND REVIEW** – Generally, the City mandates that the preparation of SWPPPs and WQMPs on City projects are part of the Request for Bid process, and become the responsibility of the contractor building the project. Our role is to coordinate with the Construction Management company to ensure that the SWPPP is completed per specification, and that we review the SWPPP for adequacy and thoroughness. We provide comments back to the project’s Qualified Stormwater Designer for incorporation or revision, and then handle the submission of the SWPPP into the State SMARTS database, working with the Public Works Director to prepare the Notice of Intent (NOI) and execute the Legally Responsible Party (LRP). We then work with all the parties as appropriate in order to ensure that inspections are completed as required, that the annual report is completed if necessary and that the Notice of Termination (NOT) is filed with the Regional Board. While our staff over the last five years has not had to prepare either a SWPPP or WQMP for a project, both Mr. Turner and Mrs. Gabaldon have extensive experience in both areas, and would be available to the City to perform these tasks.
5. **OTHER NECESSARY TASKS** – Our firm has assisted the City on CIP projects over the last three years as requested, including assisting in preparation of staff reports, coordinating various documents from various parties and other efforts necessary to support the City. We routinely attend the CIP Status meeting in order to ensure active involvement in the CIP project processes, and provide assistance to the various engineering staff as needed.

B. NPDES PROGRAM ADMINISTRATION AND REPRESENTATION

Program Administration and Representation encompasses the following eleven listed subtasks. In all cases, work plan and methodology will be relational to the activity undertaken for the City. Typically, we will meet to discuss the task or effort with the City staff in order to ensure that we have a full understanding of the problem statement, the issues or concerns that need to be addressed and the desired outcomes. Based on this discussion, we then prepare a “draft proposal” which outlines the tasks we believe are necessary to accomplish the project as defined. We further provide an estimate of the labor types, costs and timelines and present this back to the City for review and comment. Upon receipt of comments and clarifications from the City, we then prepare a final proposal which guides our efforts. Under most of the tasks listed, our work will be ongoing and proportionate to both the City’s needs at the time and the available budgets. We try to minimize excessive use of staff time in order to conserve the City’s budgets, while trying to identify through our meetings and overall experiences with the NPDES programs region-wide, what is the most cost effective response to each need. We expect to assign Mr. Lynn Merrill, Principal in Charge to conduct these activities for the city.

The following sections describe in further details our experiences and approaches to each item:

1. **MEETINGS** - Our firm currently represents the City of Rialto on the San Bernardino County NPDES General Meeting, the Fiscal Subcommittee and the Comprehensive Bacteria Reduction Program Committee. Over the last five years, we have attended over 70 different Permittee/Co-Permittee Meetings. In addition, we routinely attend the Middle Santa Ana River TMDL task force meetings as well as the Basin Monitoring Task Force Meetings. Over the last five years, we have attended approximately 50 meetings, representing the City of Rialto on these various regional meetings as appropriate. We believe that we have achieved a 95% attendance level in both the Program wide meetings and the Regional Task Force meetings. We have attended the Santa Ana Regional Water Quality Control Board meetings as necessary, and when agenda items of impact to the City are being considered, offering as appropriate, expert testimony as needed. During the next two years, these meetings will focus more on the renewal of the San Bernardino County NPDES permit, which may have significant cost elements depending on revisions to the permit that are proposed by the Regional Board. Our effort during these meetings will be to ensure that the City’s best interests are aggressively represented.
2. **ADMINISTRATION** – During the last five years, we have prepared the annual reports for the City, ensuring that data input into the San Bernardino MS4 Database is accurate and reflects the City’s achievements in meeting the requirements of the Permit. We have provided budget information and analysis to the City during this period, and expect to continue to provide policy analysis to the City. Typical issues that we have addressed for the City include developing a CBRP documentation program that includes daily photographs of the Cactus channel in order to build a record that the city’s main drainage channel does not regularly discharge to the Santa Ana River, a key compliance element under the CBRP. By building this daily record, we are building evidence to support the removal of the City of Rialto from further CBRP program compliance.

3. **LIAISON** – We are regularly in contact with the Public Works Department via email, telecom and weekly meeting attendance. Currently, we attend the weekly Capital Improvement Program status meetings, currently held each Thursday afternoon. At the same time, we routinely interact with the Department’s Senior Administrative Analyst, the Principal Engineers and the Public Works Director, providing updates to various tasks and efforts, and receiving information regarding any projects or issues of concern. An example of this type of liaison recently occurred at an industrial facility in south Rialto. We received a report of illicit discharges and during our investigations; we provided timely updates to the Public Works Director regarding the status and resolution of the issues. This allowed the Public Works Director to accurately report outcomes to the City Administrator.
4. **GRANT APPLICATION** – Our staff have successfully applied for various grant opportunities as they relate to water conservation, stormwater and energy conservation. We routinely review Grants.Gov website in order to identify any potential granting opportunities for the city as it relates to water, waste water and water conservation activities. For example, we successfully obtained nearly \$725,000 in water conservation grants for the City of San Jacinto to remove turf and renovate several park locations, including four which were upgraded to stormwater basins with drought tolerant landscaping. For the cities of Rialto and Grand Terrace, we successfully applied for and administered grant applications under the Energy Efficiency and Conservation Block Grant program. We assisted the City of San Jacinto in applying for a grant through the Santa Ana Watershed Protection Authority for a water conservation based water rate study. We are skilled at drafting grant applications, and in administering the grant programs if successful in our application.
5. **FEE STUDIES** – Our work effort includes the development of User Fee studies in order to allow our clients to recover the costs for various mandated programs, including the NPDES Commercial, Restaurant and Industrial Inspection program. We successfully developed the Inspection Fee program for the City of Rialto, including preparation of the cost analysis, proposed ordinances and resolutions, and made presentations relating to the proposed fee to both the Utility Commission and City Council. In the next period, we are proposing to revisit the Inspection Fee program, and are proposing to revise the existing fees that were adopted in 2014 to detach them from the business license process and to create a stand-alone fee for each inspection, based on the classification (Industrial/Commercial/Restaurant) and the priority (High/Medium/Low). Because of numerous issues relating to obtaining business license data from the existing software, and the fact that existing inspection fee doesn’t more closely relate to the act of inspection, we believe that this change will ensure a more streamlined fee process for the City. It will result in a cost per inspection approach based on the actual inspection when conducted.
6. **TECHNICAL ANALYSIS** – Because of the breadth and depth of experience of our staff, including backgrounds in science, geology, public policy and operations, we are able to provide a complete analysis of the various “on-the-ground” effects of the various TMDLs and regional programs. For example, we were able to successfully redirect the efforts to install a Hypolimnic Oxygenation System (HOS) in Canyon Lake by repeatedly reviewing the technical studies and calling into question the accuracy of the existing modeling. As a result of our efforts, additional modeling showed that the HOS system would not have achieved the desired results, ultimately saving the permittees in the San Jacinto River watershed significant costs over the next two decades. Because of our public policy background, we are able to prepare succinct briefings to various individuals and groups relating to the impacts and value of various TMDL approaches. As an example, we were retained by the County of San Bernardino to prepare a briefing for the Chief Administrative Officer and Board of Supervisors relating to the impacts of the proposed two-county MS4 permit previously proposed by the Santa Ana Regional Water Quality Control Board.
7. **LOCAL IMPLEMENTATION PLAN** – Our firm originally prepared the City’s first LIP in 2011, and have periodically reviewed and revised it over the last five years. The most recent review and revision occurred in July 2015. We conduct these reviews each year, and incorporate both external regulatory changes that impact how the City must comply with the NPDES program, as well as internal staffing and process changes. We propose to continue conducting these LIP reviews and revisions as needed under the new contract.
8. **ORDINANCE REVISION** – Once the new permit is adopted, expected in mid to late 2017, we will conduct an in-depth review of the City’s existing program to incorporate any changes that may result from the new permits. We routinely review the ordinance each year to ensure that it still meets both the letter and spirit of the law; however, we refrain from too frequent updates, since such effort generate political considerations for the Council. Our effort will include providing updated language that reflects the current state of the NPDES program, as well as

incorporating both the statewide General Construction Permit as well as the statewide Industrial General Permit. Our effort will also include updating the inspection program to reflect best practices relating to commercial, industrial and restaurant inspections.

9. **NPDES INSPECTION FEE** – Since 2014, we have been responsible for the administration and processing of the City’s NPDES Inspection Fee program. Originally the inspection fee program was to be linked with the business license software; however, due to various technical issues, the business license software was not able to accommodate the fee process, resulting in the Inspection Fees having to be handled by Public Works separately. While our previous efforts focused on creating inspection programs that relied on the business license program, our current approach supports a “pay-as-inspected” format which directly ties the inspection fee to the act of inspection. This approach is much fairer to the businesses and more easily administered by the City. Using the City’s existing business license list, we will perform grid evaluations of all businesses to determine whether they should be subject to the Inspection program, and at what priority. We will also, during these field reconnaissance, determine if any businesses are operating without the appropriate business license.
 - a. **GIS MAPPING OF NPDES INSPECTION FEES** - One of the critical issues facing the City regarding both the business license system and the NPDES Inspection Fees is confirming that all businesses that are located in the field have city business licenses and that all businesses that are subject to the inspection program are identified and inspected. In order to address both of these issues, we are proposing to develop a GIS based system which will allow the integration of data from both the business license list and the NPDES inspection list to physically map these on a single GIS layer. This approach will allow us to visually determine on a map layer where business licenses are actually located, and to determine if any businesses that may be subject to the NPDES program are being missed due to mis-coding of business license data. This will then allow us to ensure that both business license fees and NPDES inspection fees are being collected to the maximum extent.
10. **WATER CONSERVATION COORDINATION** – Our firm currently works closely with Rialto Water Services and Veolia as it relates to the Fats, Oils and Greases Program. One of our technical staff has been assisting the City in developing water conservation based processes since September 2015, and our inspection staff routinely looks for irrigation run-off and other water waste during our routine inspections. In order to maximize the value of our inspection activities, we began distributing water conservation information to the business community in order to assist the City’s outreach efforts.
11. **OTHER ACTIVITIES** – Because of the range of technical support within our team, we will be able to provide other assistance to the City as requested.

C. INSPECTION PROGRAM

The NPDES Inspection Program consists of three major segments. The Commercial, Industrial and Restaurant Inspection Program focuses on businesses and their practices as it relates to potential storm water pollution. The Post Construction BMP Inspection Program involves on-going inspection of previously installed Best Management Practices on developed sites. The Construction Inspection Program focuses on the activities at active and dormant construction sites, subject to coverage under the Statewide General Construction Permit.

COMMERCIAL / INDUSTRIAL / RESTAURANTS - The Commercial and Restaurant Program is the largest segment of inspections that should be performed within the City on an annual basis. These inspections involved reviewing the business’ operating and housekeeping practices, and include methods for cleaning their facilities and premises, storage of hazardous or potentially hazardous materials, disposal practices and other business specific activities. In 2013 as a result of the 2012 EPA/Regional Board Audit, the City amended our company’s contract to include conducting these inspections, and since 2013, we estimate that we have conducted over **700 commercial and restaurant inspections within the City of Rialto and approximately 380 industrial inspections**. Originally, while we used hard copy forms, we are transitioning to tablet technology which allows us to use a fillable PDF specifically designed for the City of Rialto program (See Appendix). The form can be completed by the inspector, signed by the inspectee, saved and emailed to both the inspectee as well as the City for their records. In the event that an inspectee does not have email, our inspectors are equipped with mobile printers in their vehicles which allow a hard copy to be printed and delivered to the inspectee.

The Industrial Inspection Program is governed by the Statewide Industrial General Permit, and is ultimately administered by the respective regional boards. The City of Rialto is required to conduct initial inspections to determine if the targeted industry has filed a Notice of Intent for coverage under the statewide permit, and has prepared and uploaded all relevant documents to the SMARTS database. While industrial activities are determined by SIC Codes listed in the Statewide Permit, what we have discovered through our inspection work is that many small businesses may be subject to coverage under this permit. While we perform the required inspections, we also provide technical assistance to these small businesses that may not be completely aware of their duties under the IGP. Our effort is to seek compliance not enforcement, so our staff will provide guidance relating to completion of Notice of Non Applicability (NONA) or None Exposure Certifications (NEC) as appropriate for the business. Since many are unfamiliar with the Standard Industrial Code (SIC) and may not have the correct SIC code, we work to assist them in correcting that.

In all cases, our approach for inspections is straight forward. We visit each business subject to inspections, introduce ourselves and explain the purpose of the inspection. We then conduct the inspection with the business' representative in order to identify and review all documents and functions. Upon completion of the inspection, we explain any corrections or violations that were noted and provide a reasonable time to correct these, and then ask the business representative to sign the inspection form signifying receipt of the inspection. We further provide any educational materials as appropriate to the business.

If a Notice of Correction is issued, we schedule a follow-up inspection in the agreed to time frame in order to confirm that the corrections have been made. The follow-up inspection is also signed by the business representative. In the event that the corrections have not been completed, we determine what additional time may be needed to complete the corrections, especially if they may involve structural components such as covers or containment structures. If warranted, additional follow-ups are scheduled. In the event that we believe that the business is stonewalling the process, we will secure assistance from Code Enforcement and take other actions as appropriate.

Inspections are completed in the field, and are electronically sent to our NPDES Inspector II for review, processing and distribution to the inspectees. The electronic inspection forms are then forwarded to the Administrative Assistant I located within our office, who inputs these into the San Bernardino County MS4 Database system. The electronic forms are then compiled as appropriate, assigned to an electronic file for easy data retrieval, and subsequently forwarded to the City for electronic archiving.

POST CONSTRUCTION BMPS - Post Construction BMPs are generally required to be certified by either the City or the developer as to functionality upon completion of construction and acceptance by the City. These are typically shown as part of the grading plan and Water Quality Management Plans (WQMP). A maintenance agreement is generally part of the adoption of the WQMP by the City, and provides for the City to access these facilities for inspections, and in the worst case, maintenance of the installed BMPs. These BMPs should be periodically inspected by the City. We propose to assign our Senior Supervising Inspector, or our Senior Consultant, Cynthia Gabaldon to perform these efforts. Our firm will typically review the WQMP and grading plans for each site, prior to conducting an inspection. The inspector shall identify the current owners of the site, and determine responsibility for the maintenance of each BMP. The inspector shall make contact with the property management of the identified site, and arrange to conduct the inspection. During the inspection, the inspector will note the existing condition of each BMP on site, take appropriate photographs, and determine if maintenance or repairs may be needed. These are documented in an inspection form and are provided to the property manager or operator. Follow-up inspections may be warranted as appropriate. All inspections are done on tablets which allow the forms to be emailed or printed.

CONSTRUCTION SITES - Construction sites are inspected on a frequency based on threat to the watershed. Construction sites must have coverage under a Notice of Intent filed in the SMARTS system as required by the Statewide General Construction Permit. Inspections may be established on a once per wet-season, once per quarter or other frequency based on the sites potential for releases. We propose to assign our Senior Supervising Inspector to conduct these inspections for the City. Our inspectors will obtain a list of current public and private construction sites on a monthly basis from the City. Each site will be reviewed to determine if it should be covered under the Statewide Permit, and if so, whether a NOI and SWPPP have been submitted through the SMARTS system. The inspector will then conduct the inspection as appropriate by visiting the site, meeting with site supervisory staff, reviewing the SWPPP to ensure it is on site and current, and field checking to make sure that all BMPs are in place, in good repair and appear functional. If any issues are identified, the inspector shall contact the sites' QSP/QSD to discuss their concerns. A copy of the inspection form shall be completed electronically and

shall be emailed or printed at the time of inspection. Any issues needing correction shall be scheduled for follow-up inspection and confirmation that the correction was completed. Any items which may rise to the level of a Notice of Violation, shall be referred to the City for direction as appropriate. In the event that a violation is determined to be severe, the City may issue stop work, and may notify the Regional Board for follow-up. Inspections are input into the San Bernardino County MS4 Database by the Administrative Assistant I as they are completed.

D. TRAINING

There are a variety of training programs available to the City, and our responsibility is to make sure that the City's staff takes advantage of these opportunities. The San Bernardino County NPDES Program has developed a variety of training materials that are available to the City of Rialto, and our focus in the future will be to ensure that more field training sessions will be conducted. Recently the County of San Bernardino program was subject to a Regional Board audit, and in a round-table session with the co-permittees, it became apparent that a greater emphasis on training need to be on-going and continuous. As such, our company will work with the other co-permittees in developing and implementing training programs that help staff to integrate NPDES into their daily work ethic, as opposed to simply conducting training in response to audits or other scrutiny.

In addition to using available packaged training from the Principal Permittee, our firm also provides an annual two-hour training session with Rialto engineering and planning staff to update them on various issues such as hydrologic modifications, WQMP management and other topics relating to the NPDES program. This training is designed to provide senior staff a "state-of-the-program" assessment and reinforcement of the various aspects of the NPDES Program as it relates to the planning, development, construction and acceptance of both private and public construction projects. Our staff documents this training and inputs all training records into the MS4 Database as necessary.

Cynthia Gabaldon is a registered trainer of record for both the General Construction Permit and the Industrial General Permit. If the City desires, she is available to provide training under the Qualified Stormwater Practitioner (QSP) or Qualified Stormwater Developer (QSD) categories which may allow designated staff members to secure those certifications in the future and upon completion of all additional requirements. Other topics of interest or concern can also be developed in consultation with the City and based on their needs.

SECTION C - STAFF QUALIFICATIONS

C.1 List the name and qualifications of the Project Manager that will be assigned to the Project.

We propose to assign Mr. Lynn Merrill as Project Manager for this contract. Mr. Merrill has been the single contact for the last five years of the City of Rialto's NPDES program. Mr. Merrill routinely attends all of the various San Bernardino County NPDES meetings, and represents the City as its representative. Mr. Merrill also attends the Middle Santa Ana TMDL Task Force Meeting and the Basin Monitoring Task Force Meeting as well as the Emerging Constituents Task Force when scheduled by SAWPA. Over the last five years, Mr. Merrill has performed most of the policy and technical analysis for the City's NPDES programs, and has interacted with the various staff members, Department Heads and appointed and elected officials within the City. He is extremely familiar with the various operations within the City of Rialto, and has acted as a resource to any department. Over the last five years, he has established working relationships with the City's staff at all levels as well as working relationships with the Principal Permittee, the co-permittees and Regional Board staff. It is these relationships which allow Mr. Merrill to effectively represent the City's interest at all levels within the program.

Mr. Merrill's detailed resume is shown below:

Lynn Merrill, Principal/Program Manager
Lynn Merrill and Associates, Inc., Consulting to Municipal Governments,
Redlands, California

EDUCATION

Masters in Public Policy, Claremont Graduate University, Claremont, California. January 1999.

Bachelor of Science, University of California, Riverside, California. March 1981.

EXPERIENCE:

As Principal of Lynn Merrill and Associates, Inc., Consulting to Municipal Governments, performed the following specific projects and service for the listed jurisdictions as it relates to MS4 Programs:

City of Rialto. July 2007 to present. Provide technical support to the Public Works Department in the areas of NPDES/MS4 programs, provided analysis and recommendations relating to San Bernardino County proposed MS4 Permit and effects on the City in 2009. Prepared fee studies for various public works programs including a proposed NPDES inspection fee for Commercial and Industrial businesses. Since June 2011, serves as the City's Contract NPDES Program Manager, including development of the Local Implementation Plan and submission to the Regional Board for approval. Represents the city at the San Bernardino MS4 General meetings, various SAWPA meetings and other subcommittee and special meetings as appropriate. Coordinated field activities including overseeing the City's inspection programs. Serves as city representative to the Comprehensive Bacterial Reduction Plan (CBRP) working group, including coordination of the City's portion of the CBRP Tier 1 sampling program. Recently represented the City at the EPA/SARWQCB Audit of City of Rialto NPDES Program.

City of San Jacinto. September 2010 to present. Provide technical and analytical support for the City's Storm Water Management programs, including preparation of the City's Annual NPDES reports and representation of the City at the Riverside County Technical Advisory Committee. Significant participation in the development of the Comprehensive Nutrient Reduction Plan for Lake Elsinore and Canyon Lake Bacteria TMDL. Provided technical comments regarding CNRP adequacy, approach and alternatives which resulted in a shifting of strategies from the Hypolimnic Oxygenation System (HOS) to potential application of alum to address nutrient issues in Canyon Lake at significantly lower costs.

County of San Bernardino. September 2014 to present. Provide various NPDES Program support, including development of presentation to Board of Supervisors relating to potential impacts of joint San Bernardino-Riverside NPDES permit, technical on-call support to Program staff, Commercial, Industrial and Restaurant Inspection support and CBRP TMDL Technical support.

City of Lake Elsinore. September 2014 to present. Provide NPDES commercial, industrial, restaurant and post-construction BMP inspection services. Provided technical support for the City's September 2014 EPA/Regional Board audit.

City of Palm Springs. March 2015 to present. Provide NPDES commercial, industrial and restaurant inspection support. Represent the city at the Desert NPDES Task Force meetings. Provide illicit discharge/illicit connection investigations as requested. Prepared 2014-2015 annual report for NPDES Program, NPDES Inspection Fee study, and other NPDES technical support as requested.

City of La Habra Heights, California. January 2005 to January 2006. Under subcontract with Transtech Engineers, Inc., act as City's Public Works Manager responsible for public works projects within the City. Specific work includes: development of NPDES program; development of a Septic Tank Monitoring and Inspection Program to comply with Memorandum of Understanding with the Los Angeles Regional Water Quality Control Board; provide staff support to the City's Public Works Committee; coordinate the City's street maintenance program. Additional projects include coordination of FEMA and FHWA Disaster Relief as a result of the January and February storms.

City of San Bernardino, California -- Director, Department of Public Services. December 1998 to November 2004. Overall responsibility for the general management of the City's Refuse, Streets and Fleet Divisions. Duties include planning, budgeting and administration of the Department, including development of long-range management strategies for Infrastructure Maintenance of Streets and Fleet Operations. Under general administrative direction from the City Administrator, coordinate Department activities with the Mayor and Common Council offices, as well as other City departments. Directs activities of a staff of 177 employees with a total Department budget of \$22,726,800.

PUBLICATIONS

From 1994 to 2008, Mr. Merrill authored over 150 magazine articles on a variety of topics for technical magazines such as Waste Age Magazine, MSW Management Magazine, On-Site Wastewater Treatment Magazine, Stormwater Magazine, Erosion Control Magazine, Grading and Excavation Contractor Magazine, and Distributed Energy Magazine.

C.2 List specific and relevant experience for the key staff/team members assigned to the NPDES Project for a municipal government. Detailed project information, including dates project started and completed, local agency contact information, and other appropriate supporting information shall be provided.

Since our firm's inception in November 2004, we have provided a variety of municipal program and project management services to both city and county governments as it relates to various aspects of environmental program compliance. We have been actively involved in MS4 Permit Program requirements in San Bernardino County since 2000, first as Director of Public Services for the City of San Bernardino, and subsequently as principal and founder of Lynn Merrill and Associates, Inc., Consulting to Municipal Governments.

Over the last ten years, we have developed a team of environmental professionals who have the capability to provide the following services:

- Technical and management oversight and comprehensive program
- Industrial Pretreatment Support
- Commercial and Industrial Inspections;
- Restaurant Inspections including implementation of the Fats, Oils and Greases (FOG) Program;
- Water Quality Management Plan BMP Acceptance, Field Verification and Post Construction BMP Inspections;
- Construction Site Inspections.

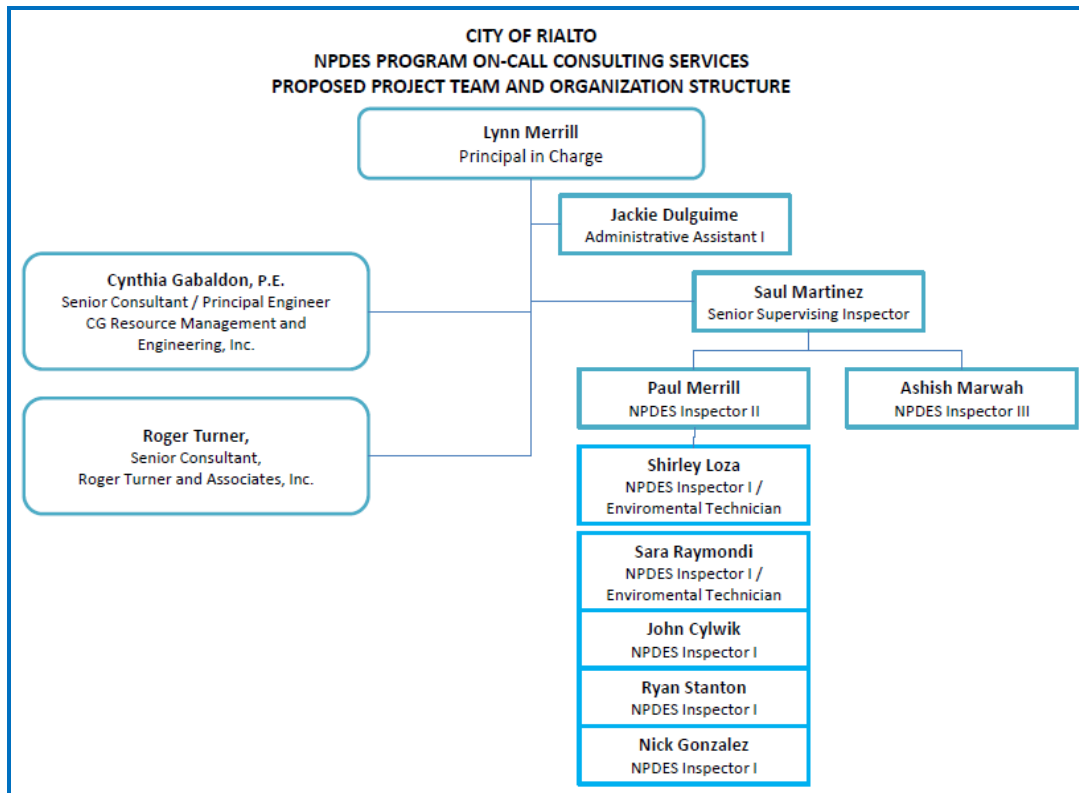
Our senior staff includes personnel with combined experiences of over 30 years in conducting various NPDES inspections under both the San Bernardino and Riverside County NPDES Program. Supervising field staff have their QSP/QSD Certifications for the General Construction Permit. Our NPDES Inspector II has his PC832 certification and is qualified to issue administrative citations where appropriate. Three of our staff recently completed the QSP/QSD Certification under the Region 8 - Sector-Specific Scrap Metal Recycler NPDES Storm Water Permit (Order No. R8-2012-0012).

The following table lists our team members and their current education and certifications – detailed resumes are provided in a following section:

| Team Member | Title | Education | Certifications | GCP – QSP/QSD | Scrap Metal QSP/QSD |
|--------------------|--|--|--|----------------------|---------------------|
| Lynn Merrill | Principal In Charge | BS, Environmental Sciences / Master, Public Policy | | | |
| Saul Martinez | Senior Supervising Inspector | BS, Civil Engineering | CESSWI 0998 | QSP/D 20960 | |
| Ashish Marwah | Inspector III | BS, Civil Engineering; MS Civil Engineering | CPESC 8003 | QSP/D 25411 | |
| Paul Merrill | Inspector II | B.A., Game Arts and Design | PC 832 – Arrest. | | SM-QSD-081 |
| Shirley Loza | Inspector I / Environmental Technician | BS, Environmental Engineering | California DPH, Grade II Water Treatment Operator. California DPH, Grade II Water Distribution Operator | | SM-QSD-086 |
| Sara Raymondi | Inspector I / Environmental Technician | BS, Health Science | | | |
| John Cylwik | Inspector I | BS, Environmental Engineering | | | |
| Ryan Stanton | Inspector I | | NPDES Training Institute, Certificate, MS4 Compliance and Enforcement Certified Inspector. | | SM-QSD-083 |
| Nick Gonzalez | Inspector I | | | | |
| Jaqueline Dulguine | Administrative Assistant I | BS, Marketing (June 2016) | | | |
| Cynthia Gabaldon | Senior Consultant / | BS, Civil Engineering | PE 59156 / CPSWQ 0284 CPESC 4917 | QSP/D 114 ToR 114 | |
| Roger Turner | Senior Consultant | BS, Environmental Sciences | | | |

Project Team Organization Chart

We are proposing the following team for assisting the City of Rialto:



We proposed to assign Mr. Lynn Merrill, as Principal in Charge, with responsibility for the daily coordination of the various programs. Mr. Merrill will be the principal liaison between the firm and the City, and shall be responsible for representing the City at the various County and regional meetings. We propose to assign Mr. Saul Martinez as Senior Supervising Inspector. Mr. Martinez will be responsible for the overall management of the NPDES Inspection Team, including training and supervision. Mr. Martinez will be responsible for conducting major industrial inspections and post-construction BMPs. We further propose to assign Mr. Ashish Marwah as NPDES Inspector III. Mr. Marwah will be responsible for conducting major industrial inspections and post-construction BMPs. Mr. Marwah will also lead the GIS efforts for the company as relates to the development of GIS based mapping of the city's business licenses and NPDES inspection locations.

We propose to assign Mr. Paul Merrill as NPDES Inspector II. Mr. Paul Merrill's responsibility is to supervise the field inspection staff, coordinate responses to IC/IC incidents, conduct investigations as necessary, and issue administrative citations in the field if warranted. Mr. Paul Merrill has his PC832 certification and therefore has the capabilities of performing the various steps necessary to issue administrative citations.

We propose to assign Ms. Shirley Loza and Ms. Sara Raymondi as NPDES Inspector I / Environmental Technicians. Ms. Loza is available to perform various commercial and industrial inspections as needed, as well as provide engineering support as requested, including review of plans and drawings relating to NPDES facilities. Ms. Loza has previously been assigned to conduct various inspections within the City of Rialto. Ms. Raymondi is currently assigned to the City of Rialto and is performing a variety of environmental duties, including supporting the City's water conservation efforts through analysis of customer usage trends, development of water conservation educational materials and attendance at various internal and external water conservation meetings as requested. Both staff members are available to assist in the development of specialized environmental support to the Public Works – Engineering Division as needed.

We propose to assign the following NPDES Inspector I's to perform the various commercial and restaurant inspections: Mr. John Cylwik, Mr. Ryan Stanton and Mr. Nick Gonzalez. All three staff members have been trained to perform the various field

inspections relating to the NPDES and FOG programs. Both Mr. Stanton and Mr. Gonzalez are currently assigned to the City of Rialto and have performed a majority of the commercial and restaurant inspections over the last two years. Mr. Cylwik has recently been added to our inspection staff, and will be assigned to the City of Rialto as needed.

Both Ms. Loza and Mr. Gonzalez are Spanish speakers. This is critical due to the large number of Hispanic owned and operated businesses subject to the NPDES program. Both staff members are able to explain the NPDES Programs to this business segment in a manner that allows an effective dialogue between the City and these businesses.

We further propose to assign Ms. Jaqueline “Jackie” Dulguime as the Administrative Assistant I. Ms. Dulguime’s roll is to manage the data entry into the MS4 Database in order to maintain the system in an up-to-date condition. For the past three months, Ms. Dulguime has been supporting the NPDES inspection programs and is familiar with the MS4 Database and its operation. In addition, Ms. Dulguime will be providing administrative support to the City’s Inspection Fee invoicing process, including maintenance of billing records and inspection journals.

Under our company, we have assembled a support team that has provided services to a wide range of clients and that has accomplished a variety of projects and programs relating to environmental support. This team is capable of providing additional environmental services if necessary. These include:

CG Resource Management and Engineering, Inc. This company was formed by Cynthia Gabaldon who has over 25 years of experience in the environmental program field. Ms. Gabaldon has experience as a construction manager, project manager and resident engineer for public and private facilities and civil construction. She has also worked for a public agency giving her additional insight into municipal agency priorities. She has specifically worked for a municipal public works department, managing the NPDES program. Focusing on the NPDES program and development in the municipal arena has given her the opportunity to learn and understand the NPDES Phase I and II regulatory programs. Ms. Gabaldon has participated in many levels of the MS4 Permit implementation process including: permit negotiations with the Regional Water Quality Control Board, documentation and report preparation, field inspections for industrial, commercial and construction sites, training, evaluation of the existing compliance program and planning and development of future program goals and tasks. Internal tasks included budget analysis and monitoring, inter-departmental coordination and representing the municipal agency at various regional meetings.

Ms. Cynthia Gabaldon of CG Resource Management and Engineering, Inc., will be responsible for overseeing all engineering and training functions, including inspections of Post-Construction BMPs, preparation of SWPPPs and WQMPs and field reviews as needed. Ms. Gabaldon has provided technical reviews of WQMPs for the City, including the City’s Rails-to-Trail project, providing a technical memorandum regarding the status of a WQMP on this project. She will be available as needed to support the City. Ms. Gabaldon provided training support at the 2015 City training, focusing on issues relating to the development process, the development of WQMPs and the interrelationship between the various NPDES program requirements and the City’s development process.

Roger Turner and Associates, Inc. Mr. Roger Turner has over 35 years of varied experience as a land use planner, state regulator and environmental compliance officer for a large water utility in the San Jacinto watershed. Since forming his company in 2006, Mr. Turner has performed a variety of NPDES program activities, including the preparation of WQMP documents for various development projects, regulatory compliance support for a small municipal water utility, and has most recently performed comprehensive analysis of the impacts of nutrient loadings as they relate to water quality impairments in Lake Elsinore/Canyon Lake for the Western Riverside County Agricultural Coalition (WRCAC). This effort includes addressing salinity management as well as technical consultation on the Confined Animal Facility Operation permit. Mr. Turner will provide regulatory assistance as may be needed from time to time. Mr. Turner has provided training to various clients for CEQA compliance and regulatory requirements.

Mr. Roger Turner of Roger Turner and Associates, Inc., will be responsible for data input and management of the SMARTS data system, including reviewing SWPPPs as submitted by the individual contractors performing CIP construction work as appropriate and providing inputs as the designated representative of the LRP. He will also be available to provide any assistance as it relates to interpretation of regulations and coordination with the Regional and State Water Board staff if necessary. Mr. Turner has been responsible for reviewing SWPPPs for the City of Rialto projects for the last three years, and was instrumental in assisting the City on resolving various issues between the City and Regional Board staff regarding various City construction projects, including the Easton Project site. Mr. Turner’s focus is on managing the SWPPP process from issuance of a Notice of Intent under the General Construction Permit, reviewing SWPPP documents for completeness and coordinating editorial changes with the QSD, acting as

the City's point of contact for preparing the Legally Responsible Party submissions into the State's SMARTS system, and inputting and managing this data system for the City.

Resumes

Saul Martinez, Senior Supervising Inspector

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION

Bachelor of Science, California Polytechnic University, Pomona CA- Civil Engineering

Associate of Arts - Mount San Antonio Community College, Walnut CA- Associate of Arts

Certificate - Santa Ana Community College, Santa Ana CA- Drafting

QSP/QSD – Scrap Metal Permit SM-QSD-081 4-27-2015

Qualified SWPPP Practitioner 20960

Certified Erosion Sediment and Stormwater Inspector 0998

EXPERIENCE

Senior Supervising Inspector, Lynn Merrill and Associates, Inc., Consulting to Municipal Governments, Redlands, California, 2014 to Present. Manages and coordinates the NPDES Inspection Program, including the following functions: supervise Industrial and Commercial Inspector(s); conduct Industrial, Commercial, Restaurant and Construction site inspections; Prioritize Businesses to the correct inspection frequency based on compliance with General Industrial Permit and County of San Bernardino MS4 Permit; Set-up Stormwater Inspection Programs per MS4 Permit Requirements; Conduct pretreatment inspections as it relates to the State of California's Fats, Oils and Grease program.

Development Supervisor, Jurupa Community Services District, Jurupa, CA, August 2014 to Present. Oversee all new development within both City of Eastvale and City of Jurupa Valley, which entails plan checking all water and sewer plans submitted to the District; Supervise two Development Engineering Representatives on a daily basis; Meet with developers, engineer of record, residents to go over development projects and insure that all plans, fees and documents are submitted in a timely manner in order to meet developers construction schedules; Prepare yearly budget for the department, maintain development spreadsheets in order to keep Engineering Manager, Engineering Director, General Manager and Board Members informed of all development projects within the district.

Associate Engineer, Public Works, Environmental Division, City of Upland CA, January 2008 to August 2014. Duties included NPDES Coordinator with responsibility for keeping the City compliant with all Federal and State "Clean Water Act" requirements; Coordinate all Commercial, Industrial, Municipal and Construction NPDES Inspections, insure that the reports are submitted into the MS4 Database and all required meetings, provide training to City Staff; Responsible to perform plan check services for all plans private and CIP projects; Perform design of plans such as Storm Drain, Street Improvement Hydrology/Hydraulic Studies, and Sewer Capacity Studies; Completed a Sewer Model of the Storm Drain Systems and Detention/Retention Basins using CivilStorm. by Bentley; Completed several Capital Improvement Projects (CIP) such as Sewer Rehabilitation, Storm Drain Improvements and Berm Repairs; Prepared and submittal of grants, which have netted \$500,000 in grant funding; Development Review of all proposed projects that are submitted to the Planning Department, including attending meetings, review submitted plans and reports, prepare "Conditions of Approval" on all projects submitted to the Planning Commission, prepare Council Reports as required.

Associate Engineer, Public Works Engineering Division City of Chino CA, 2005 to 2008. Duties included responsible for Land Development Projects including residential, commercial and industrial, including attending Development Review Meetings; coordinate of all aspects of the projects from DIF Fee calculations to final Certificate of Occupancy; Responsible for CIP projects from meetings, preparation of Plan and Specifications Bid process, coordination of construction inspection and finalization of project.

Project Engineer, Crouse/Beers and Associates, Norco CA, 1998 to 2005. Efforts included oversaw land development projects, which required coordination of agreements, budgets, and meetings with clients, City and County staff.

ASHISH MARWAH, NPDES INSPECTOR III / GIS PROGRAM MANAGER

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Master of Science, Civil Engineering (Environmental Engineering), University of New Mexico, Albuquerque, May 2005

Bachelor of Engineering, Civil Engineering, Nagpur University, India, June 2001

QSP/QSD 25411

Certified Professional in Erosion and Sediment Control 8003

EXPERIENCE:

Lynn Merrill and Associates, Inc. Consulting to Municipal Governments – April 2016 to present.

NPDES Inspector III responsible for the field inspection of major industrial facilities as well as inspections of Post-Construction BMPs. In addition, as GIS Program Manager, is currently developing firm's GIS capabilities relating to both the NPDES Inspection Programs and the Conservation Based Water Rate projects.

Environmental Engineering Contracting (EEC) - September 2015 to April 2016

Project Manager - Senior Engineer/Project Manager responsible for process and civil design for water /wastewater treatment plant design. Company stormwater expert for Industrial General Permit and Construction General Permit. Responsibilities included preparing SWPPP application and procedures for industries in California and Maryland region. As the project manager, responsible for execution of projects to meet the time and budget constraints and managing the workloads for junior staff. The position involves developing various feasibility analysis, detail engineering design for wet infrastructure and process solutions for wastewater and water treatment.

Industrial SWPPP preparation – Prepared numerous Industrial SWPPPS and obtained NEC certifications for the industrial clients. These projects required detailed investigation and review of potential stormwater water contamination risk at the sites as well as coordination with RWQCB for permitting and approval issues.

Construction SWPPP preparation – Worked as QSD/QSP for land development projects for small scale construction clients (less than 10 acres). Site construction site audits for City of Santa Ana and Orange County Water District. The audits consisted of evaluating BMP for the general contractors, sampling and monitoring and potential of stormwater contamination due to an El Nino event.

Industrial Wastewater Treatment Projects – Engineering, Procurement and assistance during installation and operation of various industrial wastewater units including DAF, MBR, Cloth/Media Filtration and Rapid Sand Filtration units. A significant task in the industrial wastewater treatment projects was to coordinate with POTW and their requirements and propose a cost effective turnkey solution for industrial clients.

PARSONS Corp. Process Engineer - August 2009 to May 2011

Visalia Water Conservation Plant Project

The project consists of detailed MBR, UV and solids handling facility designs. Working as a Project Engineer - developed detailed design for a 22 MGD (Largest MBR plant in California). The design includes detailed P&ID and mechanical design review for GE (Zenon Membrane Bio-Reactor) system; permeate suction pumps, recycled pump station, aeration requirements and CIP process. The project required development of SWPPP and WPCP documentation/protocols and best management practices for stormwater pollution prevention for the project.

Visalia Water Conservation Plant Project

The project also involved evaluating various sludge disintegration systems to enhance digester gas production for future fuel cell system. I assisted in preparing alternate process designs for the sludge disintegration and fuel cells systems. The digester gas handling system also consists of gas storage for additional reliability

MWH Americas, Inc. Project Engineer - April 2008 to August 2009

Kubota/Sumitomo MBR Title -22 Pilot Testing

I worked with CDPH to establish testing protocol, collected/analyzed data and assisted in preparing (CDPH) California Department of Public Health and Safety Title -22 certification report for the membrane manufacturers. The project included six months of extensive pilot testing to ascertain the log removals at various operational capacities for the two pilot plants. The project included developing P&ID design and mechanical set up for Pilot plants in several locations in California.

IEUA Recycled Water Program Coordinator

As part of IEUA staff augmentation program I was stationed in Recycled Plant-5 offices and tasked with coordinating and field verification of recycled water users and connections. The information collected was then included in a feasibility report for purple pipe infrastructure projects in the Inland Empire.

Boyle Engineering Corporation/AECOM - Project Engineer - September 2006 to April 2008**Tapia Wastewater treatment plant BNR upgrade project**

The project consisted of various design improvements to enhance the nutrient removal capacity of the existing MLE (Modified Ludzak-Ettinger) process. The plant capacity was increased from 9 MGD to 14 MGD due to these design improvements. I worked as a design lead to convert the existing RAS basins to Aeration basins and optimizing the recirculation in the BNR basins. Due to these alternate design improvements the Municipality was able to save 6-7 Million dollars in total construction cost. Coordinated NPDES requirements for State water regional board region 8.

City of Anaheim Platinum Triangle Mixed Use Project

City of Anaheim required a feasibility analysis of MBR technology for the Platinum Triangle Area for mixed use. My task included working with membrane manufacturers to establish various alternatives for MBR treatment, sizing of the plant and establishing opinion of probable cost for each alternative.

MWH Americas, Inc - Associate Engineer - January 2004 to September 06

Solids handling (Conveyance Systems) facility for Jensen Water Treatment Plant Prepared Pre-design report (30 % Design) for the 40 ton per day solids handling facility. This facility required 8-day storage silos, conveyance system and a tracking system for transporting Class A biosolids.

Feasibility study for the San Diego County Water Authority

The study included developing alternative locations and cost analysis for Wastewater Treatment Agencies in the County. MBR locations with pipeline routes were developed using the GIS mapping tool and Preliminary design for the top two MBR sites was included in the report.

PAUL MERRILL, NPDES INSPECTOR II

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Bachelor of Arts, Game Art and Design, Westwood University, Upland, CA, May 2011.

QSP/QSD – Scrap Metal Permit SM-QSD-081 4-27-2015

PC 832 – Arrest – June 2015.

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – April 2012 to Present. Perform Commercial, Restaurant and Industrial Inspections for compliance with NPDES/ FOG/ Storm Water Program, City of Rialto. Perform field inspections of landscape maintenance districts to ensure compliance with various standards including Water Conservation Ordinances and NPDES Program requirements, City of Perris.

Green World Solutions, Riverside, CA, June 2010 to November 2010. Conducted GIS field work of landscape irrigation system in order to develop water conservation approaches to reduce watering. Field work included readjusting irrigation controllers to meet watering requirements for various landscape maintenance zones, processing data and uploading from GIS field system to company website. Problem solving and reconciliation in field relating to data quality and mapping functions. Contact: Giza Kiss, 951-236-1307.

SHIRLEY C. LOZA, NPDES Inspector I/ Environmental Technician

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Bachelor of Science, Environmental Engineering, University of Ancash “Santiago Antúnez de Mayolo” - Huaraz - Peru.

ArcGis Desktop (9.2 – 9.3) – Geographic Information Systems Certified, *ESRI - UC Riverside, CA, December 2010*

State of California, Department of Public Health, Grade II Water Treatment Operator.

State of California, Department of Public Health, Grade II Water Distribution Operator.

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – April 2015 to Present. Perform Commercial, Restaurant and Industrial Inspections for compliance with NPDES/ FOG/ Storm Water Program, City of Rialto.

JNL Consulting Civil Engineers – July 2014 to April 2015. Assistant Engineer - Preparation of WQMP documents for areas of Riverside and San Bernardino County.

Public Works Department, City of Upland, CA October 2011 to Present – Intern II - Clerical responsibilities in Environmental Department including perform NPDES inspection as requested by my supervisor; Perform WQMP BMP inspections; Updating an organized system of archived document; Input of NPDS inspection forms into the MS4 database. Responsibilities in the Water Department included updating and editing the Master Plan of Water and Recycled Water Lines System using AutoCAD; updating the inventory and scanning of plans.

Public Works Department, City of Upland, CA, March 2011 to October 2011 - Student Intern Volunteer. Responsibilities in the Water Department included updating and editing the Master Plan of Water and Recycled Water Lines System using AutoCAD; updating the inventory and scanning of plans.

San Isidro Municipality, Lima, Peru, August 2007 to February 2008 - Environmental Engineer - Occupational Safety and Environment Audits in the Automotive Mechanic Department; identification and characterization of environmental impact on

occupational safety; draw up plans for environmental management and improvement to occupational safety. Conducted Solid Waste Management Research, including Created and completed a survey of the population of the municipality, segmentation of the sample population, classification and characterization of the solid waste and calculation and analysis of the solid waste production per capita.

World Vision International, Mancos, Ancash, Peru, July 2005 to August 2005 - Environmental Engineer, Independent Consultant. Preparation of the Base Line of Mancos Microenvironments-Watershed (compilation of economic, social and ecological descriptions of the geographic area, using ArcGis), Environmental Assessment of Mancos Microenvironments-Watershed (identification and analysis of environmental issues such as farming, artisan mining, cattle and trading, using ArcGis); and preparation of suggestions regarding the negative environmental impacts of the Mancos Microenvironments-Watershed.

Huascaran National Park, Ancash, Peru, July 2003 to August 2003 - Environmental Engineer, Internship - Monitoring the impact of tourism on the air, soil and water of the park; monitoring the asphalt and reforestation project in the Pucabado and Rajucolta Areas and revised the “Environmental Impact Study Rating and Review System” for each business that wants to do a construction project within the park

SARA RAYMONDI, NPDES Inspector I/ Environmental Technician
Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California

EDUCATION:

Bachelor of Science, Health Sciences, California State University, San Bernardino, June 2001.

Household Hazardous Waste Certified Technician

Certified Master Gardener

HAZWOPER, 2001 (renewed annually)

DOT, 2001 (renewed annually)

Certified Notary Public, 2010 (4-year commission)

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – August 2014 to Present. Perform Commercial, Restaurant and Industrial Inspections for compliance with NPDES/ FOG/ Storm Water Program, City of Rialto. Since September 2015 as Environmental Technician, provided various support to the City of Rialto’s Water Conservation efforts, including: Analyze customer data to determine water reduction rate; Assist businesses and residents with water conservation goals; Develop and distribute water conservation outreach materials; Assist City staff with 2015 Urban Quality Management Plan; Assist in RFP review and implementation; and, Member of BTAC Water Conservation Subcommittee.

City of Rialto, Public Works Department, Solid Waste Management - October 2001- October 2011.

Develop, implement and manage the City’s environmental programs; Provide administrative assistance to Department Head and Supervisors; Ensure compliance with mandated rules, regulations, policies and guidelines; Coordinate and conduct public education and in-service, including on-site presentations for schools and community groups; Provide ongoing hands-on participation with businesses and the public to set up new partnerships, maintain existing programs, and provide customer service; Prepare and distribute marketing materials; Maintain records and reports pertinent to new and ongoing programs, grant account funding/usage and budget compliance; Manage various public services including the Community Garden, Household Hazardous Waste Collection Site and State-certified Used Oil Collection Centers; Provide oversight of Household Hazardous Waste staff and volunteers; Act as the Liaison between City residents, Burrttec, and the Waste Board.

JOHN CYLWIK, NPDES INSPECTOR I

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Bachelor of Sciences, Environmental Sciences, California State University, Humboldt, June 2015.

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – April 2016 to Present. Perform Commercial, Restaurant and Industrial Inspections for compliance with NPDES/ FOG/ Storm Water Program for various clients.

City of Big Bear Lake, 2013-2015. Conducted NPDES inspections of watershed and stormwater system related to the Knickerbocker Creek Bacteria TMDL; general office duties as assigned.

RYAN STANTON, NPDES INSPECTOR I

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Chaffey College – general coursework on-going.

NPDES Training Institute, Certificate, MS4 Compliance and Enforcement Certified Inspector.

QSP/QSD – Scrap Metal Permit SM-QSD-083

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – April 2015 to Present. Perform Commercial, Restaurant and Industrial Inspections for compliance with NPDES/ FOG/ Storm Water Program for various clients.

NICK GONZALEZ, NPDES INSPECTOR I

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Herbert H. Lehman Technical School, - Bronx, N.Y. 1971 – 1972, Liberal Arts courses

N.Y. School of Printing, New York, N.Y. 1969 – 1971, Printer/Advertising Apprenticeship

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – April 2015 to Present. Perform Commercial, Restaurant and Industrial Inspections for compliance with NPDES/ FOG/ Storm Water Program for various clients.

City of San Bernardino, Mayor's Office – 1999 to 2011. Assistant to the Mayor/ Community Liaison. Provided interface and ombudsmen services between the Mayor's office, City Departments, other government and community organizations, and the general public.

GMAC, Ontario California – 1981 to 1998. Provided a variety of customer service functions. Conduct dealership audits relating to sales of new vehicles. Performed repossession services when necessary for company, including skip tracing and other credit recovery functions.

NBC, New York, New York – 1972 to 1981. Purchasing agent and audio-visual-optical specialist.

JAQUELINE DULGUIME, ADMINISTRATIVE ASSISTANT I

**Lynn Merrill and Associates, Inc., Consulting to Municipal Governments
Redlands, California**

EDUCATION:

Bachelor of Science, Business Administration and Marketing, University of California, Riverside, June 2016

EXPERIENCE

Lynn Merrill and Associates, Inc., Consulting to Municipal Governments – February 2016 to Present. Provide a variety of administrative support functions, including data input into San Bernardino County MS4 database; accounting and administrative support and marketing functions.

Cynthia Gabaldon, P.E., C.P.S.W.Q., C.P.E.S.C., Q.S.D/P, ToR, President
CG Resource Management and Engineering Inc.,
LaVerne, California.

EDUCATION

Bachelor of Science, Civil Engineering, California Polytechnic University, Pomona, CA, June 1991.

REGISTRATION/CERTIFICATION

Professional Civil Engineer, State of California, Registration Number 59156, 1999.

CPSWQ/CA/0284

CPESC/CA/4917

Qualified Storm Water Designer /Practitioner, California Number 114

Trainer of Record, California Number 114

EXPERIENCE

Ms. Gabaldon has 25 years of experience as a construction manager, project manager and resident engineer for public and private facilities and civil construction. She has also worked for a public agency giving her additional insight into municipal agency priorities. She has specifically worked for a municipal public works department, managing the NPDES program. Focusing on NPDES program and development in the municipal arena has given her the opportunity to learn and understand the NPDES Phase I and II regulatory programs.

She has participated in many levels of the MS4 Permit implementation process including: permit negotiations with the Regional Water Quality Control Board, documentation and report preparation, field inspections for industrial, commercial and construction sites, training, evaluation of the existing compliance program and planning and development of future program goals and tasks . Internal tasks included budget analysis and monitoring, inter-departmental coordination and representing the municipal agency at various regional meetings.

Having worked for a public agency has given her additional insight into municipal agency priorities. Her current roles assisting cities with their WQMP processing has given her insight into how to present new site design procedures. She is very active with the Inland Empire ASCE Stormwater Chapter focusing on site development training and information. Cynthia is also currently active with the SAWPA-driven OWOW 2.0 initiative working specifically on the Water Quality Pillar and focusing on LID design.

In August 2013, Ms. Gabaldon formed CG Resource Management and Engineering, Inc. in order to further provide specific program management services to municipal clients.

Senior Project Engineer, URS Corporation, Ontario, California, October 2003 to August 2013

San Bernardino County, Flood Control District, Environmental Management Division, San Bernardino, California (2013) . Developed and implemented the County's storm water program . Tasks included participation in evaluation of the existing compliance program and planning and development of future program goals and tasks. Internal tasks included budget analysis and monitoring, inter-departmental coordination, document reviews and scheduling organization.

Assistant Project Manager, Regional Stormwater Compliance Assessment, Marine Corps Installation West (MCIWEST), Marine Corps Base Camp Pendleton, Oceanside, California (2013) Marine Corps Installations West (MCIWEST) commissioned this study to acquire a regional evaluation of four MCIWEST installations and Marine Corps Recruit Depot (MCRD) San Diego and Marine Corps Air Ground Combat Center (MCAGCC) TwentyNine Palms San Diego with current and emerging stormwater regulations.

Project Manager, NPDES Management Services, March Joint Powers Authority, Moreno Valley, California (ongoing)
Providing consulting services for developing a NPDES program Services include program development, document preparation and miscellaneous assistance to agency staff. Primary author of the agency's WQMP document that was approved by the Governing Board and that implements the Riverside County MS4 permit requirements.

Trainer, QSD and QSP Training, CalTrans Districts 7, 8 and 12 (2012-2013). Participated in the development and implementation of QSD and QSP training classes for staff within CalTrans Districts 7, 8 and 12. As required the training lasted 24 hours (3 days). Approximately 180 attendees participated.

Project Manager, Water Quality Management Plan Reviews, Perris, CA, City of Perris (ongoing). Provide technical review as required by the Municipal MS4 Permit for City of Perris Planning Department on submitted Water Quality Management Plans. Reviewed approximately 230 preliminary WQMPs and final WQMPs submitted to the City. Manages the program for both Planning and Engineering Departments. Also provides internal training to all staff and management concerning changes to MS4 Permit. Participates in Annual Report preparation and in internal policy decisions concerning NPDES tasks.

Project Manager, Water Quality Management Plan Reviews, San Jacinto, CA, City of San Jacinto (ongoing). Provide technical review as required by the Municipal MS4 Permit for City of San Jacinto Planning and Engineering Departments on submitted Water Quality Management Plans. To date approximately 20 preliminary WQMPs and final WQMPs have been submitted to the City. Manages the program for both Planning and Engineering Departments.

Trainer, Trainer-of-Record Training, County of San Diego, San Diego, CA. Participated in the development and implementation of QSD and QSP training classes for the San Diego County/Watershed Permittees. Approximately 100 attendees participated.

Trainer, Trainer of Record Training, County of Riverside, Riverside, CA. Participated in the development and implementation of QSD and QSP training classes for the Riverside County Departments and Staff. Approximately 40 attendees participated.

Staff Engineer, City of Corona, Corona California January 2001 – October 2003 - Primary work duties focused on developing the NPDES municipal Storm Water program. Tasks included participation in the negotiation of the renewal of the NPDES Permit with the Regional Water Quality Control Board, evaluation of the existing compliance program and planning and development of future program goals and tasks. Internal tasks included budget analysis and monitoring, inter-departmental coordination and representing the City at various regional meetings.

PROFESSIONAL SOCIETIES/AFFILIATES

American Society of Civil Engineers
International Erosion Control Association
Additional certifications and training
2001/California Environmental Regulations Course
2002/Stormwater Utilities, ASCE Seminar
2003/BMP Manual Seminar, CASQA
2004/Caltrans Certified SWPPP preparation
2006/URS Corporation Project Management Certification Course
2007/Certified Professional in Storm Water Quality
2008/Certified Professional in Erosion and Sediment Control
2009/ Qualified SWPPP Developer, Practitioner and Trainer of Record
2015 / Qualified Industrial SWPPP Trainer of Record

Roger Turner, Principal/Owner
Roger Turner and Associates, Inc.
Riverside, California

EDUCATION

Bachelor of Sciences, Environmental Science, University of California, Riverside - 1977

EXPERIENCE

Senior Consultant - September 2006 to Present

Western Riverside County Agricultural Coalition (WRCAC): Represent WRCAC working with the Regional Water Quality Control Board in regulatory permit development and approval for new CAFO NPDES Permit development 2012. Develop a Salinity Management Plan, Develop of revised Nutrient Plan program for CAFO's.

Storm Water Regulations WQMPs, SWPPPs: Prepares storm water WQMPs and SWPPPs including Industrial SWPPPs for clients. Participated with State Water Resources Control Board and Regional Boards in developing storm water policy and regulations.

Associated with GFB-Friedrich & Associates, Inc.: Environmental Consultant providing support for preparing WQMPs and SWPPPs, CEQA documents, Water Demand Analysis reports for projects, and support for other environmental regulatory programs.

Associated with Tetra Tech, Inc.: Program Management and support for preparing and representing CEQA documents. Prepare Water Quality Management Plans, SWPPP's and Water Demand Analysis reports for projects.

Acting Director of Planning Department/Senior Planner/ Regulatory Compliance Specialist - March 1992 to May 2006. Eastern Municipal Water District. Directed District Planning Department activities including capital improvements for District services, managing the Capital Improvement Plan, preparation and updating the Water, Wastewater, Recycled Water, and Biosolids Master Planning, and the Environmental CEQA/NEPA program. Managed the Regulatory Compliance program for the District. Conducted water quality assurance audits to ensure compliance for source testing and all sampling and analysis comply with applicable requirements. Program management of DeMinimus, Storm Water Permit, Waste Discharge Requirement permits, Sewer Management programs and the Drinking Water Source Assessment Program.

Environmental Specialist, State of California Regional Water Quality Control Board, Santa Ana Region - 1986 to 1992
Prepared surface water and groundwater studies and performed modeling work to establish constituent criteria, developed watershed planning studies and programs, organized and implemented Basin Planning programs. These tasks supported the development and implementation of waste load allocations and TMDLs within the Santa Ana River region. Performed comprehensive analysis and developed reports for the Regional Water Quality Control Boards' Non-Point Source programs. Developed special water quality studies and monitoring programs for rural and mountain communities, silviculture, lakes, and agriculture (dairies - high animal population confinement facilities).

Senior Planner: - Riverside County Planning Department and City of Fontana Planning Department, October 1977 to February 1986 -Manager responsible for planning, organizing, developing, and implementing technical urban planning activities including: General Land Use Plans, Specific Plans, Community Plans, and tract maps; full case analysis, writing staff reports and resolutions, training and supervising planning staff in all aspects of urban planning duties.

PROFESSIONAL & COMMUNITY AFFILIATIONS -

California NAEP Liaison NAEP/AEP, Past Executive Vice President of the Association of Environmental Professionals, AEP Awards Chair, Past President of the Inland Empire Association of Environmental Professionals; Past Chair SARDA; Past Chair of SCAP Water Committee, Associate Member of A.I.C.P.; Charter Board Member of Inland Empire Section American Planning Association; Guest lecturer at University of California, Riverside; Member of Tri-TAC.

SECTION D - FIRM QUALIFICATIONS

D.1 List the firm's complete name, type of firm (individual, partnership, corporation or other), telephone number, FAX number, contact person and E-mail address. If a corporation, indicate the state the corporation was organized under.

Our firm's name is "Lynn Merrill and Associates, Inc." We are a corporation within the State of California. Our office number is 909-894-4425; we do not use a FAX number. Our address is 256 Cajon Street, Redlands, CA 92373. The point of contact for the corporation is Lynn Merrill and his email is LCMUPLAND@aol.com.

D.2 List the name and title of the firm's principal officers with the authority to bind your company in a contractual agreement.

Mr. Lynn Merrill, President and Principal in Charge has the authority to bind the company in a contractual agreement.

D.3 Describe the firm's specific and relevant experience with NPDES programs. Detailed project information, including dates project started and completed, local agency contact information, local agency Project Manager, and other appropriate supporting information shall be provided.

The following table and project descriptions provide information regarding our firm's experience in

| NAME OF AGENCY | CONTACT NAME AND TITLE | PHONE NUMBER | DATES SERVICES PROVIDED |
|--------------------------|--|-----------------------|---------------------------|
| City of Rialto | Robert Eisenbeizn, Public Works Director / City Engineer | 909-421-7279 | July 1 2011 to Present |
| City of Palm Springs | Marcus Fuller, Assistant City Manager | 760-322-8380 | March 2015 to Present. |
| City of Grand Terrace | Sandra Molina, Development Services Director | 909-430-2225 | October 2014 to Present |
| County of San Bernardino | Marc Rodabaugh, Stormwater Program Manager | 909-387-8112 | July 2013 to Present |
| City of San Jacinto | Mike Emberton, Interim Public Works Director | 951-654-4041 | November 2010 to Present |
| City of Lake Elsinore | Rita Thompson, Stormwater Coordinator | 951-674-2124, Ext 308 | August 2014 to Present |
| City of Perris | Ron Carr, Assistant City Manager | 951-943-4610 | September 2006 to Present |

PROJECT PROFILES

PROJECT NAME: CITY OF RIALTO, NPDES SUPPORT AND FOG INSPECTIONS

BRIEF PROJECT DESCRIPTION: Provide management and professional support for the City's MS4 program efforts under Regional Board Permit R8-2010-0036.

SERVICES PROVIDED: Under various contracts and purchase orders with the City of Rialto, provided program management support of the City's NPDES/MS4 program efforts. From June 2007 to December 2009, provided specific technical analysis of the impacts of the proposed MS4 permit, including assessment of the impacts of the various program requirements. Developed various memo reports to the Director of Public Works providing analysis and strategic considerations. Developed cost and fee studies relating to program implementation for use in development of a NPDES Commercial/Industrial Inspection Fee. Coordinated completion of the City's Storm Drain Master Plan and preparation of costs relating to Development Impact Fees for this program. From June 2011 to Present, efforts include NPDES Program management for the City, including representing the City at the San Bernardino County NPDES General Management

meetings and at the Fiscal subcommittee, New Development Subcommittee and the Comprehensive Bacteria Reduction Plan working group meetings. Prepared and submitted for the City the Local Implementation Plan in July 2011. Oversaw the City's commercial/industrial inspector until position was laid off in October 2011. From December 2012 to the present, provided NPDES Inspection Services for Commercial, Industrial and Restaurants, including conducting the City's Fats, Oils and Grease (FOG) program pre-treatment inspections. Provided training and technical advice relating to NPDES program implementation to various city departments. Lead Program Manager relating to EPA/Santa Ana Regional Board Program Audit conducted on September 20, 2012.

CLIENT NAME: City of Rialto

CLIENT CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS:

Robert Eisenbeizn, Public Works Director
909-421-7279
reisenbeizn@rialtoca.gov

PROJECT NAME: CITY OF PALM SPRINGS

BRIEF PROJECT DESCRIPTION: Provided NPDES technical and inspection support.

SERVICES PROVIDED: From March 2015 to Present, performed NPDES inspections of commercial, industrial and restaurants located throughout the City. Provide technical support for the City as requested. Attend Desert Task Force Meetings to represent the City. Completed Annual Report and provided Illicit Discharge Investigations as requested.

CLIENT NAME: City of Palm Springs

CLIENT CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS:

Marcus Fuller, Assistant City Manager
760-322-8380

PROJECT NAME: COUNTY OF SAN BERNARDINO, NPDES SUPPORT AND NPDES INSPECTIONS

BRIEF PROJECT DESCRIPTION: Provide management and professional support for various aspects of the County's NPDES Program, under Regional Board Permit R8-2010-0036.

SERVICES PROVIDED: Under various contracts and purchase orders, provide NPDES inspection services relating to Commercial, Restaurant, Industrial and Post-construction BMPs. Efforts include technical analysis and support to the County's program, field support to document CBRP – TMDL compliance at various subwatersheds within the Santa Ana River region.

CLIENT NAME: County of San Bernardino

CLIENT CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS:

Marc Rodabaugh
909-387-8112
Marc.Rodabaugh@dpw.sbcounty.gov

PROJECT NAME: CITY OF SAN JACINTO, NPDES SUPPORT AND NPDES INSPECTIONS

BRIEF PROJECT DESCRIPTION: Provide management and professional support for the City's MS4 program efforts under Regional Board Permit R8-2010-0033.

SERVICES PROVIDED: Under contract with the City of San Jacinto since July 2010, our firm has provided program and technical support to the City. Efforts have included preparation of the 2009-2010 through 2013-14 Annual Reports. We represent the City at the monthly Riverside County Santa Ana Watershed Technical Advisory Committee and various subcommittees as appropriate as well as the Lake Elsinore/Canyon Lake TMDL Task Force. We participated in the technical development and review of the Comprehensive Nutrient Reduction Plan which included providing recommendations to the District relating to additional analysis of the costs relating to various management approaches, assessment of scientific and technical supporting studies and other inputs which has resulted in reconsideration of the use of the HOS system as the principal mitigation plan to uses of alum and other treatments to achieve compliance with the TMDL targets. As a result of recent layoffs within the City, we have assumed responsibility for the NPDES inspection program; previously, we provided in-field training for the City's NPDES Inspector, including assisting in conducting complex inspections.

CLIENT NAME: City of San Jacinto

CLIENT CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS:

Mike Emberton
951-654-4041
memberton@sanjacintoca.us

PROJECT NAME: CITY OF LAKE ELSINORE, NPDES COMMERCIAL AND INDUSTRIAL INSPECTIONS.

BRIEF PROJECT DESCRIPTION: Provided contract NPDES Commercial, Industrial, Municipal and Post-Construction BMP inspections.

SERVICES PROVIDED: From August 2014, provided NPDES inspections of the City's various Commercial, Industrial and Municipal sites as directed by the City's Stormwater Coordinator. From August 2014 to March 2015, conducted over 300 inspections, including appropriate follow-ups on Notices of Corrections. In addition, provided technical assistance to the City in support of the EPA NPDES Audit conducted September 2014.

CLIENT NAME: City of Lake Elsinore

CLIENT CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS:

Rita Thompson, Stormwater Coordinator
951-674-3124, extension 308
rhthompson@lake-elsinore.org

PROJECT NAME: CITY OF PERRIS, PUBLIC WORKS SUPPORT

BRIEF PROJECT DESCRIPTION: NPDES Inspections and Engineering Support

SERVICES PROVIDED: From October 2006 to Present, under various contracts and purchase orders with the City of Perris, provided field maintenance support of the City's NPDES/MS4 program efforts. Work efforts included coordination of the City's street sweeping programs, including complaint investigation, enforcement and contract operations, cleaning and inspections of the City's MS4 facilities, including open channels and catch-basins, as well as BMPs such as detention basins and other facilities. Responded to and investigated illicit discharge/illicit connection and coordinated enforcement and corrective actions as needed. Provided regulatory analysis and development of field responses as necessary and requested.

Currently performing all NPDES Commercial, Industrial and Restaurant inspections within the City. Providing Engineering Technician support to the City for NPDES programs.

CLIENT NAME: City of Perris

CLIENT CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS:

Ron Carr, Assistant City Manager
951-943-6100
rcarr@cityofperris.org

D.4 Indicate the name of any sub-consultant firms that will be utilized to make up your team. Describe each sub-consultant's background and specific expertise that they bring to the Project.

CG Resource Management and Engineering, Inc. This company was formed by Cynthia Gabaldon who has over 25 years of experience in the environmental program field. Ms. Gabaldon has experience as a construction manager, project manager and resident engineer for public and private facilities and civil construction. She has also worked for a public agency giving her additional insight into municipal agency priorities. She has specifically worked for a municipal public works department, managing the NPDES program. Focusing on the NPDES program and development in the municipal arena has given her the opportunity to learn and understand the NPDES Phase I and II regulatory programs. Ms. Gabaldon has participated in many levels of the MS4 Permit implementation process including: permit negotiations with the Regional Water Quality Control Board, documentation and report preparation, field inspections for industrial, commercial and construction sites, training, evaluation of the existing compliance program and planning and development of future program goals and tasks. Internal tasks included budget analysis and monitoring, inter-departmental coordination and representing the municipal agency at various regional meetings. A detailed description of the role and function of Ms. Gabaldon is contained in Section C, above.

Roger Turner And Associates, Inc. Mr. Roger Turner has over 35 years of varied experience as a land use planner, state regulator and environmental compliance officer for a large water utility in the San Jacinto watershed. Since forming his company in 2006, Mr. Turner has performed a variety of NPDES program activities, including the preparation of WQMP documents for various development projects, regulatory compliance support for a small municipal water utility, and has most recently performed comprehensive analysis of the impacts of nutrient loadings as they relate to water quality impairments in Lake Elsinore/Canyon Lake for the Western Riverside County Agricultural Coalition (WRCAC). This effort includes addressing salinity management as well as technical consultation on the Confined Animal Facility Operation permit. Mr. Turner will provide regulatory assistance as may be needed from time to time. Mr. Turner has provided training to various clients for CEQA compliance and regulatory requirements. A detailed description of the role and function of Mr. Turner is contained in Section C, above.

SECTION E: PROJECT SCHEDULE




E.1 Provide a preliminary typical schedule and timeline showing activity and duration for each task; show approximate timing for reaching milestones. This should be based on typical past experience with these types of activities.

Because of the variety of activities undertaken, a classic timeline would not be possible to provide. Under our current efforts, a typical schedule of activities for the year that we have previously performed for the City of Rialto is as follows:

| ACTIVITY | FREQUENCY | DURATION |
|---|---|---|
| Attend SB County NPDES General Meetings | Monthly – 12 times per year. | 2 to 3 hours. |
| Attend SB County NPDES Subcommittee Meetings | <u>Fiscal</u> – quarterly or as-called <u>CBRP</u> – as-called. <u>MS4 Database</u> – monthly or as-called <u>Training</u> – monthly. <u>Public Education</u> - monthly | 2 to 3 hours. |
| Attend City of Rialto CIP Status Meeting | Weekly | 2 hours |
| Attend Middle Santa Ana TMDL Task Force Meeting | Quarterly | 4 to 5 hours. |
| Attend Basin Monitoring Task Force Meeting | Monthly | 2 to 4 hours |
| Attend Emerging Constituents Meeting | As called | 2 to 4 hours. |
| Training Sessions – County Sponsored | As scheduled - | 2 to 4 hours. |
| Training Sessions – Annual City Briefing | Annually | 2 to 3 hours |
| Training Session – city staff | As scheduled | 30 minutes to 4 hours. |
| Status Meeting with City Liaison | Weekly | 30 minutes to 1 hour. |
| Commercial/ Restaurant/ Industrial Inspections – High Priority – 300 per year. | Annually | 30 minutes to 1.5 hours. |
| Commercial / Restaurant/ Industrial Inspections – Medium Priority 100 per year. | Every two years per business | 30 minutes to 1.5 hours. |
| Commercial / Restaurant / Industrial Inspections – Low priority – 25 per year | Every five years per business | 15 minutes to 30 minutes. |
| SWPPP CIP Projects | Per Capital Improvement Project | 4 to 10 hours depending on project complexity. |
| Local Implementation Plan | Review Annually | 10 to 30 hours, depending on needed updates. |
| Ordinances | Review Annually | 10 to 30 hours, depending on needed updates |
| Inspection Fee Administration | Monthly | 4 to 8 hours, depending on number of inspections conducted. |

Proof of Insurance

We are providing our current certification of insurance issued for our work in the City of Rialto.

| ACORD | | MERRI-1 OP ID: HO | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| CERTIFICATE OF LIABILITY INSURANCE | | DATE (MM/DD/YYYY) 03/30/2016 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PRODUCER ISU Ins. Svc.-Cormarc Tasman License# 0E63467 25220 Hancock Ave. #200 Murrieta, CA 92562 Mike North | | CONTACT NAME: Mike North PHONE (A/C, No, Ext): 951-290-5040 FAX (A/C, No): 951-278-0664 E-MAIL ADDRESS: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td colspan="2">INSURER A : The Hartford Casualty Ins</td> <td>29424</td> </tr> <tr> <td colspan="2">INSURER B : AXIS Insurance Company</td> <td></td> </tr> <tr> <td colspan="2">INSURER C : Hartford Accident & Indemnity</td> <td>22357</td> </tr> <tr> <td colspan="2">INSURER D :</td> <td></td> </tr> <tr> <td colspan="2">INSURER E :</td> <td></td> </tr> <tr> <td colspan="2">INSURER F :</td> <td></td> </tr> </tbody> </table> | | INSURER(S) AFFORDING COVERAGE | | NAIC # | INSURER A : The Hartford Casualty Ins | | 29424 | INSURER B : AXIS Insurance Company | | | INSURER C : Hartford Accident & Indemnity | | 22357 | INSURER D : | | | INSURER E : | | | INSURER F : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| INSURER C : Hartford Accident & Indemnity | | 22357 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| INSURED Lynn Merrill and Associates, Inc. 35585 Barbara Lane Yucaipa, CA 92399-5122 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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JECT <input type="checkbox"/> LOC </td> <td>\$ 2,000,000</td> </tr> <tr> <td rowspan="5">C</td> <td>AUTOMOBILE LIABILITY</td> <td></td> <td></td> <td rowspan="5">72UECZN9080</td> <td rowspan="5">03/04/2016</td> <td rowspan="5">03/04/2017</td> <td>COMBINED SINGLE LIMIT (Ea accident)</td> </tr> <tr> <td><input type="checkbox"/> ANY AUTO</td> <td></td> <td></td> <td>BODILY INJURY (Per person)</td> </tr> <tr> <td><input type="checkbox"/> ALL OWNED AUTOS</td> <td><input checked="" type="checkbox"/> SCHEDULED AUTOS</td> <td></td> <td>BODILY INJURY (Per accident)</td> </tr> <tr> <td><input checked="" type="checkbox"/> HIRED AUTOS</td> <td><input checked="" type="checkbox"/> NON-OWNED AUTOS</td> <td></td> <td>PROPERTY DAMAGE (PER ACCIDENT)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td rowspan="2"></td> <td>UMBRELLA LIAB</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>EACH OCCURRENCE</td> </tr> <tr> <td>EXCESS LIAB</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>AGGREGATE</td> </tr> <tr> <td colspan="7">DED RETENTION \$</td> <td>\$</td> </tr> <tr> <td rowspan="4">A</td> <td>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</td> <td></td> <td></td> <td rowspan="4">72WECES6412</td> <td rowspan="4">02/08/2016</td> <td rowspan="4">02/08/2017</td> <td><input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER</td> </tr> <tr> <td>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)</td> <td><input type="checkbox"/> Y <input type="checkbox"/> N</td> <td>N/A</td> <td>E L EACH ACCIDENT</td> </tr> <tr> <td colspan="2">If yes, describe under DESCRIPTION OF OPERATIONS below</td> <td></td> <td>E L DISEASE - EA EMPLOYEE</td> </tr> <tr> <td colspan="2"></td> <td></td> <td>E L DISEASE - POLICY LIMIT</td> </tr> <tr> <td>B</td> <td>Prof Liability</td> <td></td> <td></td> <td>72KDGJH2503</td> <td>02/17/2016</td> <td>02/17/2017</td> <td>Each Act</td> </tr> <tr> <td colspan="7"></td> <td>Total LOI</td> </tr> <tr> <td colspan="7"></td> <td>1,000,000</td> </tr> </tbody> </table> | INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR VWD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | A | GENERAL LIABILITY | | | 72SBMAK3215 | 01/19/2016 | 01/19/2017 | EACH OCCURRENCE | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | <input type="checkbox"/> CLAIMS-MADE | | | | <input checked="" type="checkbox"/> OCCUR | | MED EXP (Any one person) | | | | PERSONAL & ADV INJURY | | | | GENERAL AGGREGATE | GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC | | | | | | | \$ 2,000,000 | C | AUTOMOBILE LIABILITY | | | 72UECZN9080 | 03/04/2016 | | 03/04/2017 | COMBINED SINGLE LIMIT (Ea accident) | <input type="checkbox"/> ANY AUTO | | | | | | BODILY INJURY (Per person) | <input type="checkbox"/> ALL OWNED AUTOS | <input checked="" type="checkbox"/> SCHEDULED AUTOS | | BODILY INJURY (Per accident) | <input checked="" type="checkbox"/> HIRED AUTOS | <input checked="" type="checkbox"/> NON-OWNED AUTOS | | PROPERTY DAMAGE (PER ACCIDENT) | | | | | | UMBRELLA LIAB | | | | | | EACH OCCURRENCE | EXCESS LIAB | | | | | | AGGREGATE | DED RETENTION \$ | | | | | | | \$ | A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | 72WECES6412 | | | | 02/08/2016 | 02/08/2017 | <input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? 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| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR VWD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A | GENERAL LIABILITY | | | 72SBMAK3215 | 01/19/2016 | 01/19/2017 | EACH OCCURRENCE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <input type="checkbox"/> CLAIMS-MADE | <input checked="" type="checkbox"/> OCCUR | | | | | MED EXP (Any one person) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | PERSONAL & ADV INJURY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | GENERAL AGGREGATE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC | | | | | | | \$ 2,000,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C | AUTOMOBILE LIABILITY | | | 72UECZN9080 | 03/04/2016 | 03/04/2017 | COMBINED SINGLE LIMIT (Ea accident) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <input type="checkbox"/> ANY AUTO | | | | | | BODILY INJURY (Per person) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <input type="checkbox"/> ALL OWNED AUTOS | <input checked="" type="checkbox"/> SCHEDULED AUTOS | | | | | BODILY INJURY (Per accident) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <input checked="" type="checkbox"/> HIRED AUTOS | <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | | | PROPERTY DAMAGE (PER ACCIDENT) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | UMBRELLA LIAB | | | | | | EACH OCCURRENCE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | EXCESS LIAB | | | | | | AGGREGATE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DED RETENTION \$ | | | | | | | \$ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | 72WECES6412 | 02/08/2016 | 02/08/2017 | <input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | <input type="checkbox"/> Y <input type="checkbox"/> N | N/A | | | | E L EACH ACCIDENT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E L DISEASE - EA EMPLOYEE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | E L DISEASE - POLICY LIMIT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B | Prof Liability | | | 72KDGJH2503 | 02/17/2016 | 02/17/2017 | Each Act | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | Total LOI | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | 1,000,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Verification of Insurance. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CERTIFICATE HOLDER RIAL001 City of Rialto 150 South Palm Avenue Rialto, CA 92376 | | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| ACORD 25 (2010/05) | | The ACORD name and logo are registered marks of ACORD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

APPENDIX 1

Sample Inspection Forms

The following information indicates the forms that our firm has previously developed for the City of Rialto's current NPDES inspection Program.



CITY OF RIALTO
STORMWATER COMMERCIAL/RESTAURANT INSPECTION REPORT

BUSINESS NAME: _____ DATE/ TIME: _____

ADDRESS: _____ TELEPHONE: _____

FACILITY CONTACT: _____ SIC CODE: _____ BUSINESS #: _____

| TYPE OF INSPECTION: | | Restaurant <input type="checkbox"/> Commercial <input type="checkbox"/> Routine <input type="checkbox"/> Complaint <input type="checkbox"/> Follow-Up <input type="checkbox"/> | | | | | |
|--|-----|--|-----|--|-----|----|-----|
| | Yes | No | N/A | | Yes | No | N/A |
| 1. Are commercial process activities conducted outdoors? | | | | 16. Is a mobile wash contractor being used to clean vehicles, equipment, or exterior surfaces? | | | |
| 2. Are BMPs implemented in outdoor commercial process areas? | | | | 17. Are vehicle, equipment, and exterior surface cleaning BMPs being implemented? | | | |
| 3. Are raw materials, products, equipment, or wastes that have a potential to impact stormwater quality stored outside? | | | | 18. Is the site free of litter and liquid waste? | | | |
| 4. Are BMPs implemented in outdoor storage areas? | | | | 19. Are the contents of waste receptacles protected from contact with stormwater? | | | |
| 5. Is there a spill containment plan in place? | | | | Questions 20-29 are Restaurants Only | | | |
| 6. Are there storm drain inlets on-site? | | | | 20. Is grease regularly picked up by a service company? | | | |
| 7. Do the storm drain inlets appear to be properly maintained and/or cleaned? | | | | 21. Is there grease on the ground next to the outdoor grease container(s)? | | | |
| 8. Does this facility discharge authorized non-storm water to the storm drain system? | | | | 22. Is the secondary containment around the outdoor grease container(s) in place and adequate? | | | |
| 9. Is there evidence of unauthorized non-storm water discharges, past spills, or illicit discharges to the storm drain system? | | | | 23. Is a grease interceptor installed on the sewer lateral? | | | |
| 10. Are there indoor drains or sinks connected to the storm drain system? | | | | 24. Are grease interceptor maintenance records available? | | | |
| 11. Are landscaped areas properly maintained and free of erosion? | | | | 25. Does the grease interceptor have adequate capacity and is it properly maintained? | | | |
| 12. Are parking areas properly maintained and free of debris and excessive oil? | | | | 26. Is there a trash compactor on site? | | | |
| 13. Is vehicle or equipment repair/maintenance performed on site? | | | | 27. Are liquids being disposed of in trash containers or compactors? | | | |
| 14. Are vehicle or equipment repair/maintenance BMPs being implemented? | | | | 28. Is the secondary containment around trash compactor(s) in place and adequate? | | | |
| 15. Is vehicle, equipment, or exterior surface cleaning being performed on site? | | | | 29. Is there any liquid or solid waste on the ground around trash containers or compactors? | | | |

| | | | | | | | |
|-----------------------|-------------------------|---------------------|-----------------|-------------------|--------------------|------|-----------|
| | No. Bins | Size | Frequency | Recycling | No. Bins | Size | Frequency |
| Refuse Bins | | | | Recycling Bins | | | |
| | Mobile Cleaning Service | Interceptor Service | Haz Mat Company | Landscape Service | Grease/Oil Service | | |
| Company Name | | | | | | | |
| Address | | | | | | | |
| City | | | | | | | |
| State | | | | | | | |
| Zip | | | | | | | |
| Phone Number | | | | | | | |
| City Business License | | | | | | | |
| Contact | | | | | | | |

COMMENTS/REQUIREMENTS:

| | | | |
|---|--|---|--|
| This site is in compliance? Yes <input type="checkbox"/> No <input type="checkbox"/> | | Corrective Actions must be completed by: | |
| City of Rialto - City Hall 150 South Palm Avenue, Rialto, CA, 92376 | | INSPECTION REPORT RECEIVED BY: | |
| INSPECTOR: _____ | | PRINT NAME: _____ | |
| INSPECTOR SIGNATURE: _____ | | SIGNATURE: _____ | |
| INSPECTOR TELEPHONE: _____ | | PRINT TITLE: _____ | |

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Pink - Inspector Copy

Ver. 1-24-13

City of Rialto Stormwater Management Commercial Facility Program Risk Based Priority Inspection Form



Business Name: _____
Address: _____
Date: _____
Inspector Name: _____

Category #1 - Facility (Business) SIC and/or NAICS Activity Code Number

| | Yes | No | Score |
|--|-----|----|-------|
| a. Does the Facility have a Primary SIC code of 5013, 5541, 5812, 7341, 7342, 7532-7534, 7537-7539, 7992 or 7997? Or a Primary NAICS code of 326212, 441310, 447110, 447190, 561710, 713910, 722110-722112, 811111-811113, 811121 or 811198? | 5 | | |
| b. Does the Facility have a Secondary SIC code of 5013, 5541, 5812, 7341, 7342, 7532-7534, 7537-7539, 7992 or 7997? Or a Secondary NAICS code of 326212, 441310, 447110, 447190, 561710, 713910, 722110-722112, 811111-811113, 811121 or 811198? | 3 | | |

Category #2 - Facility Process(es) and/or Pollutant Exposure

| | | | |
|--|---|--|--|
| a. Outdoor commercial activities resulting in exposure of Pollutant(s) of Concern (POC)? | 1 | | |
| b. Outdoor storage of Materials/Wastes/Equip resulting in exposure of POC? | 1 | | |
| c. Uncovered trash dumpsters/roll-off bins or trash compactors on-site ? | 1 | | |
| d. Hazardous Materials and/or Hazardous Waste stored outside on-site? | 1 | | |
| e. Airborne particulate deposition (from on-site processes) on roofs and/or ground? | 1 | | |
| f. Litter, trash, oil & grease and/or debris buildup on site? | 1 | | |
| g. Unroofed paved/impervious storage area > 10,000 sq ft ? | 1 | | |
| h. Grease interceptor installed on sewer connection at facility? | 1 | | |
| i. Close proximity to receiving waters impaired for POC originating on-site? | 1 | | |

Category #3 - Facility Compliance History

| | | | |
|---|---|--|--|
| a. NOC issued during the current or past routine inspection period? | 1 | | |
| b. NOV issued during the current or past routine inspection period? | 2 | | |
| c. Cease & Desist Order, or other Administrative Order been issued within 2 years? | 4 | | |
| d. History (2 w/in past year) of spills/leaks or non-stormwater discharges at the facility? | 2 | | |

Category #4 - Facility BMP Evaluation

| | | | |
|--|----|--|--|
| a. Structural roofs over all solid waste and material storage areas? | -1 | | |
| b. Effective outdoor housekeeping (sweeping / litter & trash control / spill cleanup)? | -1 | | |
| c. Spill containment and Covers installed for all liquid containers stored outside? | -1 | | |
| d. Effective structural Treatment Control BMPs installed and maintained for POC? | -1 | | |
| e. Reoccurring (at least annually) property owner/tenant education & training program? | -1 | | |

Total Score = _____

Risk Priority Determination: Total Score= 0-4, Low Priority
 Total Score = 5-8, Medium Priority
 Total Score ≥ 9, High Priority

Minimum Inspection Frequency:

High Priority = Annual Routine Inspection with Follow-up Inspections, as necessary
 Medium Priority = Bi-Annual Routine Inspection with Follow-up Inspections, as necessary
 Low Priority = Routine Inspections occur once every 5 years with Follow-up Inspections, as necessary

Commercial Risk Based Scoring Form



City of Rialto Stormwater Management Industrial Facility Program Risk Based Priority Inspection Form



Business Name: _____

Address: _____

Date: _____

Inspector Name: _____

Category #1 - Facility (Business) SIC and/or NAICS Activity Code Number

| | Yes | No | Score |
|---|-----|----|-------|
| a. General Industrial Permit coverage required? | 5 | | |
| b. "Conditional" SIC category but able to file NONA (waiver)? | 3 | | |

Category #2 - Facility Process(es) and/or Pollutant Exposure

| | | | |
|--|---|--|--|
| a. Outdoor commercial activities resulting in exposure of Pollutant(s) of Concern (POC)? | 1 | | |
| b. Outdoor storage of Materials/Wastes/Equip resulting in exposure of POC? | 1 | | |
| c. Uncovered trash dumpsters/roll-off bins/trash compactors on-site? | 1 | | |
| d. Hazardous Materials and/or Hazardous Waste stored outside on-site? | 1 | | |
| e. Airborne particulate deposition (from on-site processes) on roofs and/or ground? | 1 | | |
| f. Litter, trash, oil & grease and/or debris buildup on site? | 1 | | |
| g. Unroofed paved/impervious storage area > 10,000 sq ft ? | 1 | | |
| h. Pre-production plastic (nurdles) stored on site? | 1 | | |
| i. Close proximity to receiving waters impaired for POC originating on-site? | 1 | | |

Category #3 - Facility Compliance History

| | | | |
|---|---|--|--|
| a. NOC issued during the current or past routine inspection period? | 1 | | |
| b. NOV issued during the current or past routine inspection period? | 2 | | |
| c. Cease & Desist Order, or other Administrative Order been issued within 2 years? | 4 | | |
| d. History (2 w/in past year) of spills/leaks or non-stormwater discharges at the facility? | 2 | | |

Category #4 - Facility BMP Evaluation

| | | | |
|--|----|--|--|
| a. Structural roofs over all solid waste and material storage areas? | -1 | | |
| b. Effective outdoor housekeeping (sweeping / litter & trash control / spill cleanup)? | -1 | | |
| c. Spill containment and Covers installed for all liquid containers stored outside? | -1 | | |
| d. Effective structural Treatment Control BMPs installed and maintained for POC? | -1 | | |
| e. Reoccurring (at least annually) property owner/tenant education & training program? | -1 | | |

Total Score = _____

Risk Priority Determination:

Total Score= 0-4, Low Priority

Total Score = 5-8, Medium Priority

Total Score ≥ 9, High Priority

Minimum Inspection Frequency:

High Priority = Annual Routine Inspection with Follow-up Inspections, as necessary

Medium Priority = Bi-Annual Routine Inspection with Follow-up Inspections, as necessary

Low Priority = Routine Inspections occur once every 5 years with Follow-up Inspections, as necessary

Industrial Risk Based Scoring Form



**CITY OF RIALTO
POST CONSTRUCTION BMP FORM**

Date: _____ Time: _____

I. REASON FOR INSPECTION

- ☐ Initial ☐ Follow-up ☐ Response to Complaint
☐ Routine

II. PROJECT INFORMATION

1. Assessor Parcel Number: _____ 2. Date of Installation _____
3. Project Type: ☐ Residential ☐ Commercial ☐ Industrial ☐ Multi-use ☐ Road ☐ Public Agency
4. Facility Name: _____
Site Address: _____
Contact Name: _____ Phone: _____
5. If the property owner is different than the contact name, fill out information below:
Owner Name: _____ Title: _____
Owner's Address: _____ Phone: _____
6. If the BMP operator is different than the contact name, fill out information below:
Name: _____ Title: _____
Address: _____ Phone: _____
7. Maintenance Documentation: ☐ Reviewed ☐ Not Reviewed ☐ Not Available ☐ Other: _____
8. Party responsible for O&M Documentation: ☐ Property owner ☐ BMP Operator

III. BMP TYPE AND INSPECTION RESULTS (Use Codes from "Potential Inspection Results with Definitions" sheet)

- | | | |
|---|---|---|
| 1. Biofiltration <input type="checkbox"/> Vegetated Swale _____ <input type="checkbox"/> Vegetated Buffer Strip _____ <input type="checkbox"/> Bioretention _____ <input type="checkbox"/> Roof Gardens _____ <input type="checkbox"/> Planter Boxes _____ Detention <input type="checkbox"/> Extended Detention Basin _____ | Structural <input type="checkbox"/> Drain Insert _____ <input type="checkbox"/> Porous Pavement _____ <input type="checkbox"/> Media Filter _____ <input type="checkbox"/> Hydrodynamic Separator _____ <input type="checkbox"/> Vortex Separator _____ <input type="checkbox"/> Water Quality Inlet _____ <input type="checkbox"/> Underground Detention Systems _____ <input type="checkbox"/> Wet Vault _____ | Infiltration <input type="checkbox"/> Infiltration Basin _____ <input type="checkbox"/> Infiltration Trench _____ <input type="checkbox"/> Exfiltration Trench _____ <input type="checkbox"/> Retention/Irrigation _____ Other (describe): _____ <input type="checkbox"/> _____ |
|---|---|---|

2. Is maintenance needed at this time? ☐ Yes ☐ No 3. *Mosquitoes or Mosquito Larvae Present? ☐ Yes ☐ No
4. Comments/Notes: _____

IV. FOLLOW-UP AND ENFORCEMENT ACTIONS (Add additional information on back)

1. Describe corrective actions needed: _____

2. Describe materials distributed (brochures, BMPs, etc.): _____
3. Describe Enforcement Action:
☐ None ☐ Verbal Enforcement/Educational Material ☐ Notice to Correct
☐ Administrative Action ☐ Administrative Action with Penalty/Fine ☐ Civil Action
☐ Criminal Action ☐ Referral for Enforcement _____
4. Follow-up required? ☐ Yes ☐ No ☐ Comments _____
5. Corrective Actions Must Be Completed By: _____ Date Corrected: _____

City of Rialto - City Hall
150 South Palm Avenue, Rialto, CA, 92376

INSPECTION REPORT RECEIVED BY:

INSPECTOR: _____ PRINT NAME: _____
INSPECTOR SIGNATURE: _____ SIGNATURE: _____
INSPECTOR TELEPHONE: _____ PRINT TITLE: _____

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Pink - Inspector Copy

Post Construction BMP Inspection Form



CITY OF RIALTO STORMWATER CONSTRUCTION INSPECTION REPORT

PROJECT NAME: _____ DATE/ TIME: _____

ADDRESS: _____ CELL#: _____

SUPERINTENDENT: _____ DEVELOPER: _____

TYPE OF INSPECTION: Routine ☐ Follow-up ☐ Complaint ☐ WDID# _____

☐ 12.60.220 Non Stormwater Discharges

☐ 12.60.240 General Construction Permit

☐ 12.60.250 Best Management Practices

☐ R.M.C. _____

| | | | |
|--|--|-------------------------------------|------------------------------------|
| 1. Is there a copy of the approved Erosion Control Plan on site? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 2. Is there a current, updated copy of the Stormwater Pollution Prevention Plan (SWPPP) on site? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 3. Are sediment control BMPs (gravel bags, sand bags, silt fences, etc.) properly installed and maintained at the construction site? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 4. Are all storm drain inlets protected from sediment inflow? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 5. Are the structural BMPs (de-silting basins, etc.) in a good state of repair and being maintained? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 6. Are stock piles of non-hazardous material covered or contained? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 7. Are hazardous materials in an approved area, covered, and contained? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 8. Are points of ingress/egress at site stabilized? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 9. Are points of ingress/egress inspected and swept as needed? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 10. Is the site free of litter and liquid waste? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 11. Are portable toilets properly located (out of flow lines, away from inlets, and within a containment area)? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 12. Are vehicle/equipment fueling, cleaning and maintenance areas clean, free of spills or leaks, and protected from run-on and run-off? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 13. Are concrete washout areas properly constructed/located, and spill contained to prevent discharge? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |
| 14. Are wind erosion controls properly implemented? | Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> | Correction <input type="checkbox"/> | Violation <input type="checkbox"/> |

IS THIS SITE IN COMPLIANCE? YES ☐ NO ☐

FOLLOW UP INSPECTION NECESSARY YES ☐ NO ☐

COMPLIANCE DATE: _____

COMMENTS/REQUIREMENTS: _____

City of Rialto
150 S. Palm Avenue, Rialto Ca 92376
(909) 820 - 2525

INSPECTION REPORT RECEIVED BY:

INSPECTOR: _____ PRINT NAME: _____

INSPECTOR SIGNATURE: _____ SIGNATURE: _____

INSPECTOR TELEPHONE: _____ PRINT TITLE: _____

White – City Copy

Yellow – Construction Site Copy

Pink – Inspector Copy

Construction Site Inspection Form

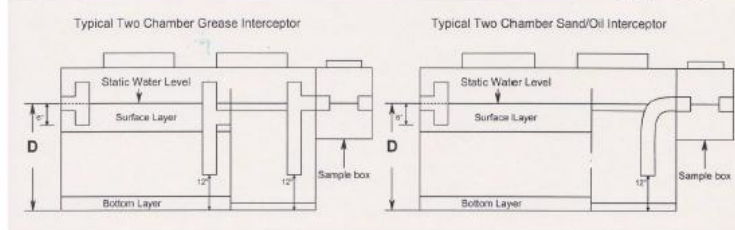


**CITY OF RIALTO
FATS, OILS AND GREASE PROGRAM
INTERCEPTOR EVALUATION FORM**

BUSINESS NAME: _____ DATE/TIME: _____

ADDRESS: _____ TELEPHONE: _____

FACILITY CONTACT: _____ SIC CODE: _____ BUSINESS #: _____



| Tee Condition (Check one box per Tee) | | | | | | |
|---------------------------------------|-------|--------------|--------------|--------------|--------------|--------------|
| Condition | Inlet | # 1 Mid-Wall | # 2 Mid-Wall | # 3 Mid-Wall | # 4 Mid-Wall | # 5 Mid-Wall |
| Tight | | | | | | |
| Loose | | | | | | |

TOTAL OCCUPIED CAPACITY CALCULATION OF CLARIFIER

Depth of Clarifier (D) =

NOTE: Depth of clarifier is the distance between the static water level at the top of the form and the bottom of the clarifier.

| | Surface Layer in Inches (S) | Bottom Layer in Inches (B) | Surface Layer plus Bottom Layer | Depth of Clarifier (D) | Percent Capacity of Each Chamber | % of Total Capacity of Each Chamber | Proportioned Capacity |
|-----------|-----------------------------|----------------------------|---------------------------------|------------------------|----------------------------------|-------------------------------------|-----------------------|
| Chamber 1 | + | = | / | = | X 100 = | X | = |
| Chamber 2 | + | = | / | = | X 100 = | X | = |
| Chamber 3 | + | = | / | = | X 100 = | X | = |
| Chamber 4 | + | = | / | = | X 100 = | X | = |
| Chamber 5 | + | = | / | = | X 100 = | X | = |

TOTAL OCCUPIED CAPACITY OF CLARIFIER IN PERCENTAGE:

NOTES: If Clarifier is a two chamber, then the capacity of the first chamber is 0.66 and second chamber is 0.33
 If Clarifier is a three chamber, then the capacity of each chamber is 0.33
 If Clarifier is a four chamber, then the capacity of each chamber is 0.25

| EVALUATION CRITERIA | | | |
|--------------------------|---|-----------|--|
| | PERCENT | CONDITION | PUMPING REQUIREMENT |
| <input type="checkbox"/> | 05 to 10% | Good | Not Required |
| <input type="checkbox"/> | 10.1% to 15% | Fair | Not Required |
| <input type="checkbox"/> | 15.1% to 24.9% | Marginal | Not Required but pump soon |
| <input type="checkbox"/> | 25% to 30% | Poor | Pump 7 to 10 calendar days from inspection. |
| <input type="checkbox"/> | 30.1% to 35% | Poorer | Pump 3 to 7 calendar days from inspection. |
| <input type="checkbox"/> | > 35% | Poorest | Pump no later than 3 calendar days from inspection |
| <input type="checkbox"/> | Grease Present in Sample Box PUMP WITHIN 24 HOURS | | |

| | |
|---|---------------------------------------|
| City of Rialto - City Hall 150 South Palm Avenue, Rialto, CA, 92376 | INSPECTION REPORT RECEIVED BY: |
| INSPECTOR: _____ | PRINT NAME: _____ |
| INSPECTOR SIGNATURE: _____ | SIGNATURE: _____ |
| INSPECTOR TELEPHONE: _____ | PRINT TITLE: _____ |

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Ver. 4-30-13

FOG Interceptor Evaluation Form