

APPLICATION CHECKLIST OF REQUIRED DOCUMENT /INFORMATION
State, Tribal Governments, Local Governments and Other

The following forms must be signed by the Applicant Authorized Official who has authority to commit the organization performance in order to meet the requirement to receive Federal Funding.

- 1. Application for Federal Assistance (SF424)
- 2. Application for Federal Assistance (SF424A) Section B - Budget Categories - Federal and Non-Federal Share
- 3. Application for Federal Assistance Assurance (SF424B)
- 4. Registered on Central Contractor Registration (CCR)
- 5. Work Plan - (Prepare in accordance with Program Guidance)
- 6. Grant Budget Category Breakdown (for single grants)
- 7. PPG Budget Breakdown (if applicable) *N/A*
- 8. Preaward Compliance Review (EPA Form 4700-4) (must complete I through V. If VI through IX are not relevant to this project mark "NA")
- 9. Certification Regarding Lobbying (EPA Form 6606-06)
- 10. Procurement System Certification - (EPA Form 5700-48) - (Superfund only) *N/A*
- 11. Intergovernmental Review Compliance (not required for Tribal Government)(see Intergovernmental Review Procedures)
- 12. Indirect Cost Agreement - (*Recipients should not include Indirect Cost in their application unless they have a current approved Indirect Cost Rate or have submitted an Indirect Cost Proposal to their Cognizant Agency for review and approval) Date Submitted: _____ *n/a**
- 13. Quality Assurance Plan (required if sampling or data collection)
- 14. Key Contacts Information

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: -	4. Applicant Identifier: -	
5a. Federal Entity Identifier: -	* 5b. Federal Award Identifier: -	
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
* a. Legal Name: Weber County Corporation		
* b. Employer/Taxpayer Identification Number (EIN/TIN): TIN 876000308	* c. Organizational DUNS: 073101917	
d. Address:		
* Street1:	2380 Washington Blvd.	
Street2:	Suite 240	
* City:	Ogden	
County:	Weber	
* State:	Utah	
Province:	_____	
* Country:	USA: UNITED STATES	
* Zip / Postal Code:	84401	
e. Organizational Unit:		
Department Name: Operations	Division Name: Engineering	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	* First Name: Jared	
Middle Name:	_____	
* Last Name:	Andersen	
Suffix: P.E.	_____	
Title:	County Engineer	
Organizational Affiliation: Weber County, Utah		
* Telephone Number: 801-399-8009	Fax Number: 801-399-8862	
* Email: jandersen@co.weber.ut.us		

Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:

County government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

EPA

11. Catalog of Federal Domestic Assistance Number:

66.202

CFDA Title:

Congressionally Mandated Projects (Congressional Earmarks)

*** 12. Funding Opportunity Number:**

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* Title:

--

13. Competition Identification Number:

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Title:

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14. Areas Affected by Project (Cities, Counties, States, etc.):

Weber County, Utah

*** 15. Descriptive Title of Applicant's Project:**

Storm Water Master Plan

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:
* a. Applicant UT-001 * b. Program/Project UT-001

Attach an additional list of Program/Project Congressional Districts if needed.
n/a

17. Proposed Project:
* a. Start Date: May 2013 * b. End Date: June 2014

18. Estimated Funding (\$):

* a. Federal	\$485,000.00
* b. Applicant	\$396,818.00
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	\$881,818.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on [] .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.) Applicant Federal Debt Delinquency Explanation**

Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: [] * First Name: Kerry

Middle Name: []

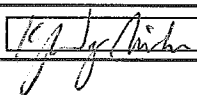
* Last Name: Gibson

Suffix: []

* Title: County Commissioner

* Telephone Number: 801-399-8402 Fax Number: []

* Email: kgibson@co.weber.ut.us

* Signature of Authorized Representative:  * Date Signed: 05/13/2013

Application for Federal Assistance SF-424

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

n/a

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY							
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)	
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)		
1. Master Plan	66.202	\$ -	\$ -	\$ 485,000.00	\$ 396,818.00	\$ 881,818.00	
2.							
3.							
4.							
5. Totals		\$	\$	\$ 485,000.00	\$ 396,818.00	\$ 881,818.00	
SECTION B - BUDGET CATEGORIES							
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY						Total (5)
	(1)	(2)	(3)	(4)	(5)	(6)	
a. Personnel	-						
b. Fringe Benefits	-						
c. Travel	-						
d. Equipment	-						
e. Supplies	-						
f. Contractual	\$881,818.00						
g. Construction	-						
h. Other	-						
i. Total Direct Charges (sum of 6a-6h)	\$881,818.00						
j. Indirect Charges	-						
k. TOTALS (sum of 6i and 6j)	\$881,818.00	\$	\$	\$	\$	\$	
7. Program Income		\$0	\$0	\$0	\$0	\$0	

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.				\$ 0.00
9.				\$ 0.00
10.				\$ 0.00
11.				\$ 0.00
12. Total (SUM OF LINES 8-11)	0.00	0.00	0.00	\$ 0.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1 st Year	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
	13. Federal	\$ 485,000.00	\$ 121,250.00	\$ 121,250.00	\$ 121,250.00
14. Non-Federal	\$ 396,818.00	\$ 99,204.50	\$ 99,204.50	\$ 99,204.50	\$ 99,204.50
15. TOTAL (sum of lines 13 and 14)	\$ 881,818.00	\$ 220,454.50	\$ 220,454.50	\$ 220,454.50	\$ 220,454.50

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Congressionally Mandated Projects (Congressional Earmarks)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: -		22. Indirect Charges:
23. Remarks: -		

Authorized for Local Reproduction

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

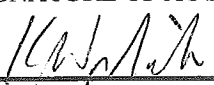
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application. 2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives. 3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency. 5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F). 6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the | <ol style="list-style-type: none"> basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. 7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. 8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds. |
|--|---|

<p>9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), regarding labor standards for federally-assisted construction subagreement.</p> <p>10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.</p> <p>11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).</p>	<p>12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) Related to protecting components or potential components of the national wild and scenic rivers system.</p> <p>13. Will assist the awarding agency in assuring compliance will Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).</p> <p>14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.</p> <p>15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) Pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.</p> <p>16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) Which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.</p> <p>17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."</p> <p>18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.</p>
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Commissioner	
APPLICANT ORGANIZATION Weber County, Utah	DATE SUBMITTED 05/13/2013	

Shuler,Dana

From: FCR SAM Status <samstatus@samccr.com>
Sent: Tuesday, April 23, 2013 11:54 AM
To: Shuler,Dana
Subject: SAM (CCR) - COUNTY OF WEBER

Your SAM entity status* is as follows:

DUNS: 073101917
Name: COUNTY OF WEBER
Business Type: Business or Organization
Registration Status: Active
Expiration Date: 06/10/2013

As a reminder, please be sure to start the renewal process several weeks prior to expiration of your SAM registration to avoid an interruption in payments. You may renew your registration up to 6 months in advance. To initiate the migration/renewal process through the Federal Contractor Registry (FCR) at <https://www.federalcontractorregistry.com/renewsam>. Thank you for contacting us.

*Disclaimer: In order to provide your SAM status, we must access government & private databases. If you choose to use the information provided by us, we are not responsible for any inaccuracies within these databases or when reporting your status to you. We provide this information free-of-charge, to the best of our ability but cannot guarantee its accuracy at the time it was accessed. Federal Contractor Registry is a third party registration service that performs SAM registration/renewals on behalf of small to large businesses, non-profits organizations and city/local governments.

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Federal Contractor Registry
email - info@ccrorca.com
phone - 1-800-985-7658
fax - 202-568-6401

www.FederalContractorRegistry.com

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WORK PLAN
STORM WATER MASTER PLAN
WEBER COUNTY, UTAH

The Weber County Engineering Office is responsible for most storm water related issues in the County. Weber County is one of fifteen entities in the county that qualifies as a Municipal Separate Storm Sewer System (MS4). Thirteen incorporated cities and Weber State University come under the Phase II Storm Water Management requirements mandated by the Environmental Protection Agency (EPA) under the Federal Water Pollution Control Act of 1972, as amended, which is commonly referred to as the Clean Water Act.

Weber County desires to develop a Storm Water Master Plan to serve as a tool to guide future development within the County. The Master Plan will address both the Upper Valley and Lower Valley areas of Weber. Items to be addressed in the Master Plan are described in the following:

1. Component: Data Collection
 - a. Description - Obtain mapping from local governments and survey existing storm drain facilities – Bridges, Culverts, Ditches, Canals, Piped Systems, Regional Detention Basins, Flood Control Structures (GIS information preferred); identify areas with a history of frequent flooding; obtain topographic mapping for the County (State information, local government information, county information); inventory of storm water conveyance facilities including ditches and culverts; develop watershed analysis model; develop maps showing storm drainage structures (as detailed below); locations of irrigation and drainage ditches including locations and sizes of head gates; culvert locations with size, material and condition; outflows of drainages in unincorporated areas, and flow arrows.
 - b. Work Hours – 600 hours
 - c. Commitment – Mapping for all storm drain facilities, in electronic format
 - i. Timeline – Summer –Fall 2013
 - d. Progress Report – Weber County will submit monthly progress reports to the project officer in addition to the required APRs.
2. Component: Analysis
 - a. Description – Perform hydrologic and hydraulic modeling using data collected in first task; define conceptual improvements.
 - b. Work Hours – 300 hours
 - c. Commitment – Storm Water models for entire County; list of conceptual future projects
 - i. Timeline –Winter 2013/2014
 - d. Progress Report – Weber County will submit monthly progress reports to the project officer in addition to the required APRs.
3. Component: Prioritize
 - a. Description – Develop ranking criteria; prioritize projects developed in previous task
 - b. Work Hours – 100 hours
 - c. Commitment – 10-year plan of conceptual projects

- i. Timeline – Winter 2013/2014
 - d. Progress Report – Weber County will submit monthly progress reports to the project officer in addition to the required APRs.
- 4. Component: Budget
 - a. Description – Obtain project lists and budgets for local government projects; prepare opinions of probable project cost for conceptual projects; finalize Storm Water Master Plan.
 - b. Work Hours – 100 hours
 - c. Commitment – Storm Water Master Plan document, including budgets for future projects to use for planning purposes
 - i. Timeline – Spring 2014
 - d. Progress Report – Weber County will submit monthly progress reports to the project officer in addition to the required APRs.

BUDGET JUSTIFICATION WORKSHEET

You must provide a detailed cost justification for the estimated budget amounts reflected in Section B of your SF-424A application form. This detailed information will enable the EPA project officer to perform the required analysis to determine if the costs are reasonable and necessary. You may use the following format or a format of your choice to provide this information.

[NOTE: Please indicate any pre-award costs with a star (*).]

a. PERSONNEL

POSITION	NUMBER	SALARY	WORK YEARS	AMOUNT
n/a				
a. PERSONNEL TOTAL				

b. FRINGE BENEFITS

BASE	n/a
RATE	x
b. FRINGE BENEFITS TOTAL	

c. TRAVEL

<p>If the grant is not for a continuing environmental program or if travel is not well documented in the work plan, provide a breakdown of the number of trips, destinations, number of travelers, etc. to document estimated travel costs.</p>
<p>n/a</p> <hr/> <hr/> <hr/> <hr/>
<p>c. TRAVEL TOTAL:</p>

OBJECT CLASS CATEGORIES WORKSHEET

d. EQUIPMENT

Tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Please list equipment items (i.e., vehicles, boats, etc.) and provide adequate detail to enable the EPA project officer to make an eligibility determination and to verify cost. For "equipment" with a cost of less than \$5,000 per unit, list under supplies.

ITEM	NUMBER	COST PER UNIT	TOTAL
n/a			
d. EQUIPMENT TOTAL:			

e. SUPPLIES

List by groups (as appropriate), such as office supplies, lab supplies, field supplies. If the cost for a particular group is over \$50,000, please provide a list of the more costly items or subsets.

n/a	
e. SUPPLIES TOTAL	

OBJECT CLASS CATEGORIES WORKSHEET

f. CONTRACTUAL

List each planned contract and the type of services/project activity to be procured. Agreements/contracts with other governmental agencies (state, local or Federal) should be listed under category h. OTHER.	
Consultant Engineer contract (for Master Planning)	\$881,818
f. CONTRACTUAL TOTAL	\$881,818

g. CONSTRUCTION (N/A)

h. OTHER

List other items that would not be appropriately included elsewhere, such as costs for maintenance, operations, repairs, motor pools, rental, training, publication, and printing, and Intergovernmental Agreements	
n/a	
h. OTHER TOTAL	

i. TOTAL DIRECT COSTS: (Sum of categories A through H)	\$881,818
j. INDIRECT COSTS: (RATE: %)	\$0
k. TOTAL PROPOSED COSTS: (Sum of categories I through J)	\$881,818
FEDERAL FUNDS REQUESTED: <u> 55 </u> %	\$485,000
RECIPIENT SHARE OF TOTAL PROPOSED COSTS: <u> 45 </u> %	\$396,818

**Preaward Compliance Review Report for
All Applicants and Recipients Requesting EPA Financial Assistance**

Note: Read instructions on other side before completing form.

I. Applicant/Recipient (Name, Address, State, Zip Code). Weber County, 2380 Washington Blvd, Ste 240, Ogden, Utah 84401		DUNS No. 073101917
II. Is the applicant currently receiving EPA assistance? no		
III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.) <p align="center">see attached</p>		
IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective action taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.) <p align="center">see attached</p>		
V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3)) <p align="center">see attached</p>		
VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b). Yes <input type="checkbox"/> No <input type="checkbox"/>		
b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. § 7.70) applies. Yes <input type="checkbox"/> No <input type="checkbox"/>		
VII.* Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40 C.F.R. § 5.140 and § 7.95) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
a. Do the methods of notice accommodate those with impaired vision or hearing? Yes <input type="checkbox"/> No <input type="checkbox"/>		
b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
c. Does the notice identify a designated civil rights coordinator? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
VIII.* Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. § 7.85(a)) <p align="center">yes</p>		
IX.* Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166) <p align="center">no</p>		
X.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator. <p align="center">yes; see attached</p>		
XI.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet address for, or a copy of, the procedures. <p align="center">yes, see attached</p>		
For the Applicant/Recipient		
I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.		
A. Signature of Authorized Official 	B. Title of Authorized Official County Commissioner	C. Date 05/13/2013
For the U.S. Environmental Protection Agency		
I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.		
A. Signature of Authorized EPA Official See ** note on reverse side	B. Title of Authorized EPA Official	C. Date

III. Civil rights lawsuits and administrative complaints:

We presently have only one lawsuit pending against Weber County that meets the criteria specified. However, this lawsuit was filed against the County and the County Justice Court and is not relevant to the Department of Operations which is seeking the grant.

IV. Civil rights lawsuits and administrative complaints:

There were no civil rights lawsuits or administrative complaints decided against Weber County within the last year that meet the criteria specified.

V. Civil rights lawsuits and administrative complaints:

Weber County has not had any civil rights compliance reviews conducted by an agency within the last two years.

X. Designated coordinator information:

Brad Dee, HR Director
2380 Washington Blvd.
Ogden, Utah 84401
bdee@co.weber.ut.us
801-399-8307 (fax)
801-399-8623 (phone)

XI. Grievance Procedure:

Weber County Personnel Policies and Procedures (found on employee intranet; also found at public libraries)

Chapter 3 - Grievances

1. General Grievance Provisions.

The purpose of the formal grievance procedure is to afford an employee a systematic means of obtaining further consideration of grievances after every reasonable effort, through informal discussions at the lowest possible level, has failed to resolve them.

A. Grievances include only those disputes relating to suspension, transfer to a lower position, demotion, dismissal, and discrimination. Grievances shall not include disputes over oral or written warnings, initial probation, performance appraisal, work schedule or other factors not associated with the above list. These matters shall be handled through a formal complaint procedure through the direct supervisor or to the Division or Department Director. Only the grievances presented from the above list shall be considered for appeal as the procedure progresses. To ensure this limitation, a copy of the original grievance shall be filed with the Director of Human Resources.

B. Any employee who has a grievance that cannot be resolved through informal discussions with the immediate supervisor may file a grievance under the provisions of this Chapter within five (5) working days after the occurrence of the action in question. This five (5) day limitation may be waived by the Human Resources Director if, through no fault of the employee, the employee was unaware of the action in question before the time limit expired. However, in no case shall an employee submit a grievance more than thirty (30) days after the event giving rise to the grievance.

Preaward Compliance Review Report for
All Applicants and Recipients Requesting EPA Financial Assistance

- C. An employee may be represented by a party of the employee's choosing at the employee's expense at any step beyond the first step in the procedure. Failure to proceed to a higher step within the time period specified will terminate the grievance. Failure by management to render a decision within the allotted time at any step constitutes denial, and the employee may then proceed to the next step.
- 1.1 Each Administrative Officer may communicate to employees, as a matter of general information, the procedure whereby they may carry out their right of appeal regarding grievances arising out of their employment with Weber County.
 - 4. If an employee is denied an opportunity to present a grievance as prescribed by this Article or if an employee is threatened or subjected to duress when presenting a grievance, the employee may so notify the Human Resources Director in writing.
 - 5. All employees, witnesses, and their representatives involved with or using these grievance procedures shall be free from retaliation.
- 2. Procedure.

If a formal grievance is filed, it shall be filed in writing and processed in the following manner:

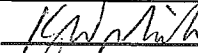
 - A. Step 1. The employee shall present the written grievance to the immediate supervisor, with a copy sent to the Director of Human Resources, unless cause of the grievance occurs at a higher level, in which case it shall commence at that level. The grievance shall state the complaint, the relevant dates and parties involved, and the remedy or action requested. A written decision shall be given to the employee, with a copy sent to the Director, within twenty (20) working days of the date of filing. If the grievance remains unresolved or if the decision is considered unacceptable, the employee may proceed to Step 2.
 - B. Step 2. Within five (5) working days after the receipt of the decision in step 1, or after the decision is due, the employee or the employee's representative shall present the written grievance to the appropriate Administrative Officer. The Administrative Officer shall then schedule a conference with the involved party(ies) within ten (10) working days after the receipt of the grievance. The Administrative Officer shall render a written decision to the employee, with a copy sent to the Director of Human Resources, within ten (10) working days after the completion of the conference. If the grievance remains unresolved or if the decision is considered unacceptable, the employee may proceed to Step 3.
 - C. Step 3. Within five (5) working days after the receipt of the decision in step 2, or after the decision is due, the employee may present the grievance in writing to the Career Service Council. The Career Service Council shall proceed as outlined in the section governing appeals.
- 2.1 All parties to a hearing before the Career Service Council shall be entitled to counsel or representation of their own choosing at their own expense.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB
0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Weber County Corporation 2380 Washington Blvd. Ogden, UT 84401 Congressional District, if known: UT-001	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: n/a Congressional District, if known:	
6. Federal Department/Agency: Environmental Protection Agency	7. Federal Program Name/Description: Congressionally Mandated Projects (congressional earmarks) CFDA Number, if applicable: <u>66.202</u>	
8. Federal Action Number, if known: 8P-W-TF	9. Award Amount, if known: \$ 485,000	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> The Ferguson Group, LLC 1130 Connecticut Ave. NW, Ste. 300 Washington, D.C. 20036	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Gwinn, W. Roger	
11. <small>ation requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less that \$10,000 and not more than \$100,000 for each such failure.</small>	Signature: <u></u> Print Name: <u>Kerry Gibson</u> Title: <u>County Commissioner</u> Telephone No.: <u>801-399-8402</u> Date: <u>05/13/2013</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 4/2012)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

INTERGOVERNMENTAL REVIEW COMPLIANCE

BACKGROUND

On June 24, 1983, the Environmental Protection Agency (EPA) published a final regulator (40 CFR Part 29 to implement Executive Order 12372, "Intergovernmental Review of Federal Program." That Order revoked and replaced the intergovernmental consultation system requirement by OMB Circular A-95.

APPLICABILITY

The EPA program for which you are applying may be subject to your States intergovernmental review process and/or the consultation requirements of Section 204, Demonstration Cities and Metropolitan Development Act. Program eligible for State review and subject to Section 204 are identified on page 29304 of the FEDERAL REGISTER NOTICE (see back). If your application is under a program listed, you must contact your State Single Point of Contact to find out if the program was selected for coverage by the State process and, if the program was selected, to receive information about your State's review process requirements and procedures. The present roster of State Contacts is included in this package. If the program for which are applying is subject to Section 204, you must notify area wide metropolitan or regional planning agencies and/or general government units authorized to govern planning for th locale of your project of your intended application. EPA WILL NOT PROCESS YOUR APPLICATION WITHOUT EVIDENCE OF YOUR COMPLIANCE WITH THESE REQUIREMENTS.

A. Applicant Name: Weber County, Utah

B. Catalog of Federal Domestic Assistance Number and Title

66. 202 Congressionally Mandated Projects (Earmarks)
(Number) (Title)

- 1. Program subject o State Process: _____ Yes X No
- 2. Application/Preapplication/Notice of Intent Sent to State Process On: N/A
- 3. Program Subject to Section 204: _____ Yes X No

(over)

List of programs subject to Section 204, Demonstration Cities and Metropolitan Development Act.

APPENDIX A:
EPA programs eligible for intergovernmental review

States may select any or all of the following EPA programs and activities for review under their official intergovernmental review process. All programs are active as of September 2005. Programs which are also subject to Section 204 of the Demonstration Cities and Metropolitan Development Act are identified with an asterisk (*). Please note that tribal activities within the following EPA programs are excluded from intergovernmental review.

<u>CFDA #</u>	<u>Program Title</u>
66.001	* Air Pollution Control Program Support
66.032	State Indoor Radon Grants
66.033	Ozone Transport
66.034	Surveys, Studies, Investigations, Demonstrations and Special Purpose Activities relating to the Clean Air Act
66.035	Community Action for a Renewed Environment (CARE) Program
66.036	Clean School Bus USA
66.110	Healthy Communities Grant Program
66.111	Regional Environmental Priority Projects
66.305	Compliance Assistance Support for Services to the Regulated Community and Other Assistance Providers
66.306	Environmental Justice Collaborative Problem-Solving Cooperative Agreement Program
66.418	* Construction Grants for Wastewater Treatment Works
66.419	* Water Pollution Control State and Interstate Program Support
66.424	Surveys, Studies, Demonstrations and Special Purpose Grants - Section 1442 of the Safe Drinking Water Act
66.432	State Public Water System Supervision
66.433	* State Underground Water Source Protection
66.436	Surveys, Studies, Investigations, Demonstrations, and Training Grants and Cooperative Agreements - Section 104(b)(3) of the Clean Water Act
66.437	Long Island Sound Program
66.439	Targeted Watershed Grants
66.454	* Water Quality Management Planning
66.456	* National Estuary Program
66.458	Capitalization Grants for Clean Water State Revolving Funds
66.460	* Nonpoint Source Implementation Grants
66.461	* Regional Wetland Program Development Grants
66.462	* National Wetland Program Development Grants
66.463	* Water Quality Cooperative Agreements
66.466	* Chesapeake Bay Program
66.467	Wastewater Operator Training Grant Program (Technical Assistance)

66.468 * Capitalization Grants for Drinking Water State Revolving Funds
66.469 Great Lakes Program
66.471 * State Grants to Reimburse Operators of Small Water Systems for
Training and Certification Costs
66.472 * Beach Monitoring and Notification Program Implementation Grants
66.474 Water Protection Grants to the States
66.475 Gulf of Mexico Program
66.479 Wetland Program Grants - State/Tribal Environmental Outcome Wetland
Demonstration Program
66.480 Assessment and Watershed Protection Program Grants
66.481 Lake Champlain Basin Program
66.509 Science To Achieve Results (STAR) Research Program ¹
66.510 Surveys, Studies, Investigations and Special Purpose Grants within the
Office of Research and Development ¹
66.511 Office of Research and Development Consolidated Research/Training ¹
66.512 Regional Environmental Monitoring and Assessment Program (REMAP)
Research Projects ¹
66.515 Greater Opportunities: Research Program ¹
66.516 P3 Award: National Student Design Competition for Sustainability ¹
66.600 * Environmental Protection Consolidated Grants - Program Support
66.604 Environmental Justice Small Grant Program
66.605 Performance Partnership Grants
66.606 * Surveys, Studies, Investigations and Special Purpose Grants
66.609 Protection of Children and Older Adults (Elderly) from Environmental
Health Risks
66.610 Surveys, Studies, Investigations and Special Purpose Grants within the
Office of the Administrator
66.611 Environmental Policy and Innovation Grants
66.707 TSCA Title IV State Lead Grants Certification of Lead-Based Paint
Professionals
66.708 Pollution Prevention Grants Program
66.709 Multi-Media Capacity Building Grants for States and Tribes
66.715 Childhood Blood-Lead Screening and Lead Awareness (Educational)
Outreach for Indian Tribes
66.716 Surveys, Studies, Investigations, Training Demonstrations and
Educational Outreach
66.717 * Source Reduction Assistance
66.801 * Hazardous Waste Management State Program Support
66.802 * Superfund State, Political Subdivision, and Indian Tribe Site-Specific
Cooperative Agreements
66.804 * State and Tribal Underground Storage Tanks Program
66.805 * Leaking Underground Storage Tank Trust Fund Program
66.806 Superfund Technical Assistance Grants (TAG) for Community Groups
at National Priority List (NPL) Sites
66.808 Solid Waste Management Assistance Grants
66.809 Superfund State and Indian Tribe Core Program Cooperative Agreements

66.810	Chemical Emergency Preparedness and Prevention (CEPP) Technical Assistance Grants Program
66.812	Hazardous Waste Management Grant Program for Tribes
66.813	Alternative or Innovative Treatment Technology Research, Demonstration, Training, and Hazardous Substance Research Grants
66.814	Brownfields Training, Research, and Technical Assistance Grants and Cooperative Agreements
66.816	Headquarters and Regional Underground Storage Tanks Program
66.817	State and Tribal Response Program Grants
66.818	Brownfields Assessment and Cleanup Cooperative Agreements
66.931	International Financial Assistance Projects Sponsored by the Office of International Affairs
66.940	Environmental Policy and State Innovation Grants
66.950	Environmental Education and Training Program

CFDA # Direct development activity title

- (N/A) * Real property acquisition or disposition by EPA, including obtaining major leases or easements.
- (N/A) * Construction of new EPA facilities.
- (N/A) * EPA issued plans and permits which do not impact interstate areas.

¹ Selection is limited to proposals administered by the Office of Research and Development which (a) require an Environmental Impact Statement (EIS); or (b) do not require an EIS but will be newly initiated at a particular site and require unusual measures to limit the possibility of adverse exposure or hazard to the general public; or (c) have a unique geographic focus and are directly relevant to the governmental responsibilities of a State or local government within that geographic area. Otherwise, national research programs are exempt from review.

SUMMARY OF THE QUALITY ASSURANCE PROJECT PLAN

The elements of a QAPP are categorized into "groups" according to their function. The elements of a QAPP are:

Group A: Project Management covers the general areas of project management, project history and objectives, and roles and responsibilities of the participants:

- A1 Title and Approval Sheet
- A2 Table of Contents and Document Control Format
- A3 Distribution List
- A4 Project/Task Organization and Schedule
- A5 Problems Definition/Background
- A6 Project/Task Description
- A7 Quality Objectives and Criteria for Measurement Data
- A8 Special Training Requirement/Certification
- A9 Documentation and Records

Group B: Measurement/Data Acquisition covers all of the aspects of measurement system design and implementation, ensuring that appropriate methods of sampling, analysis, data handling, and QC are employed and will be thoroughly documented.

- B1 Sampling Process Design (Experimental Design)
- B2 Sampling Method Requirement
- B3 Sampling Handling and Custody Requirement
- B4 Analytical Methods Requirements
- B5 Quality Control Requirements
- B6 Instrument/Equipment Testing, inspections, and Maintenance Requirement
- B7 Instrument Calibration and Frequency
- B8 Inspection/Acceptance Requirements for Supplies and Consumables
- B9 Data Acquisitions Requirement (Non-Direct Measurements)
- B10 Data Management

Group C: Assessment/Oversight ensure that QAPP is implemented as prescribed.

- C1 Assessments and Response Action
- C2 Reports to Management

Group D: Data Validation and Usability ensures that the individual data elements conform to the specified criteria, thus enabling reconciliation with the project's objectives.

- D1 Data Review, Validation, and Verification Requirement
- D2 Validation and Verification Methods
- D3 Reconciliation with Data Quality Objectives

QUALITY ASSURANCE PROJECT PLAN

STORM WATER MATER PLAN

WEBER COUNTY, UTAH

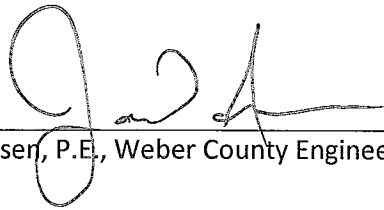
April 25, 2013



Dana Q. Shuler, P.E., Weber County Project Manager

05/13/2013

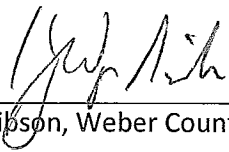
Date



Jared Andersen, P.E., Weber County Engineer, QA Manager

5/9/13

Date



Kerry Gibson, Weber County Commissioner

05/13/2013

Date

Contents

Distribution List1

Project/Task Organization1

Problem Definition/Background2

Project/Task Description2

Quality Objectives and Criteria6

Special Training/Certifications6

Documentation and Records.....6

Sampling Process Design (Experimental Design)7

Sampling Methods8

Sample Handling and Custody.....8

Analytical Methods.....8

Quality Control8

Instrument/Equipment Testing, Inspection, and Maintenance.....8

Instrument/Equipment Calibration and Frequency8

Inspection/Acceptance for Supplies and Consumables8

Non-direct Measurements8

Data Management9

Assessments and Response Actions.....9

Reports to Management9

Data Review, Verification, and Validation.....9

Verification and Validation Methods9

Reconciliation with User Requirements.....9

Distribution List

The following people will receive a copy of the QA Project Plan:

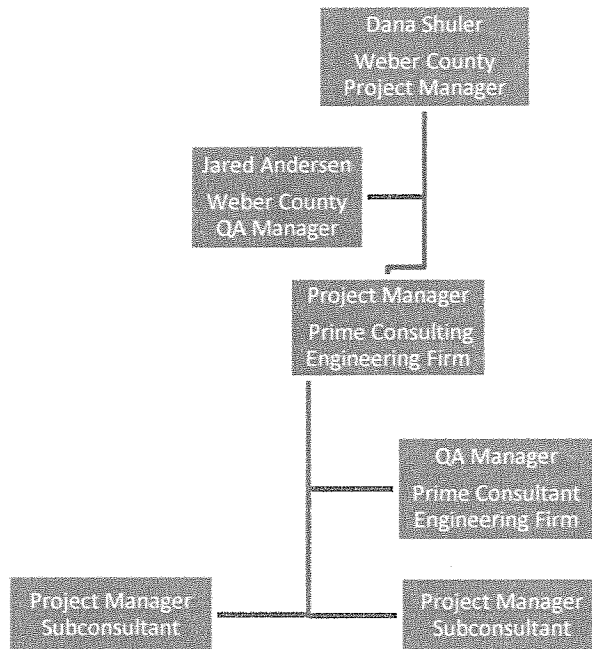
1. Jared Andersen, P.E., Weber County Engineer, QA Manager
2. Project Manager, Consulting Engineer (consulting firm TBD) for distribution to project team and subconsultants

Project/Task Organization

The following individuals will be involved in all major aspects of the project:

1. Dana Q. Shuler, P.E., Weber County Project Manager
 - a. Responsibilities: Provide previously acquired data to consultant PM; oversee general aspects of Storm Water Master Plan (SWMP)
 - b. Maintain official, approved QA Project Plan
2. Jared Andersen, P.E. Weber County Engineer and QA Manager
 - a. Responsibilities: Provide oversight of SWMP project
 - b. Independence from unit generating data
3. Project Manager, Consulting Engineer (consulting firm TBD)
 - a. Responsibilities: Coordinate and complete Scope of Work; see that QAPP is adhered to; involve QA/QC Manager
4. QA/QC Manager, Consulting Engineer
 - a. Responsibilities: Provide Quality Control and Quality Assurance of consultant's work and deliverables
5. Engineering Subconsultants
 - a. Responsibilities: Assist consultant in fulfilling Scope of Work

The organization is generally as follows:



Problem Definition/Background

The Weber County Engineering Office is responsible for most storm water related issues in the county. Weber County is one of fifteen entities in the county that qualifies as a Municipal Separate Storm Sewer System (MS4). Thirteen incorporated cities and Weber State University come under the Phase II Storm Water Management requirements mandated by the Environmental Protection Agency (EPA) under the Federal Water Pollution Control Act of 1972, as amended, which is commonly referred to as the Clean Water Act.

Weber County desires to develop a Storm Water Master Plan to serve as a tool to guide future development within the county. The Master Plan will address both the Upper Valley and Lower Valley areas of Weber. Items to be addressed in the Master Plan are described in the Scope of Work detailed below.

Project/Task Description

SCOPE OF WORK

1. Definitions

Incorporated Weber County (IWC) - The Incorporated Weber County category includes areas for which incorporated communities have the primary interest. They include some areas outside of the city boundaries including foothills above the communities and islands of the unincorporated county.

Unincorporated Weber County (UWC) - The Unincorporated category includes areas in the unincorporated county that are relatively flat and considered to be readily developable or already developed.

Mountainous Area (MA) - Mountainous areas include areas in relatively steep terrain whose development will not significantly impact storm drainage patterns but whose storm drain runoff could impact downstream properties.

Major Drainage Features – To be determined during scoping phase by Weber County with input from consultant; may be refined during project as funds allow.

2. Data Collection

A. Common Tasks

- 1) Obtain mapping from local governments and survey existing storm drain facilities – Bridges, Culverts, Ditches, Canals, Piped Systems, Regional Detention Basins, Flood Control Structures (GIS information preferred)
- 2) Identify areas with a history of frequent flooding
- 3) Obtain topographic mapping for the county (State information, local government information, county information)
- 4) Inventory of storm water conveyance facilities including ditches and culverts
- 5) Develop watershed analysis model
- 6) Develop maps showing storm drainage structures (as detailed below); locations of irrigation and drainage ditches including locations and sizes of head gates; culvert locations with size, material and condition; outflows of drainages in unincorporated areas, and flow arrows

B. IWC

- 1) Collect available information for main drainage features from cities (models, GIS, etc.)
- 2) Obtain peak flows at all outfall locations (from local governments)

C. UWC

- 1) Review previous study data and information – hydraulic capacity, peak flows at major road crossings
- 2) Gather non-survey grade information, by qualified personnel, of main drainage features including:
 - a. Locations and inverts of drainage/irrigation ditches that discharge into major drainage ways
 - b. Locations and size of diversion structures on major drainage ways
 - c. Size, material, general condition, and vertical location of culverts on county roads
 - d. Size, location, and outflow information on regional detention/retention/flood control structures (does not include Pineview Dam, Causey Dam, or Utaba Dam)

- e. Location and type of post-construction water quality BMPs or similar features (i.e. rip rap, bioswales, oil/water separators, etc.)

D. MA

- 1) Survey of main drainage features as they cross State and county roads:
 - a. Horizontal location and size of drainage/irrigation ditches that discharge into major drainage ways
 - b. Size, materials, general condition, and horizontal location of culverts on county roads

3. Analysis

A. IWC

- 1) Coordinate the receipt of any analysis obtained from cities
- 2) Review for consistency with the County Standard Storms
- 3) Make adjustments as needed
- 4) Review analysis with local government and the County
- 5) Obtain feedback on analysis
- 6) Obtain list of recommended projects for improvements

B. UWC

- 1) Use data collected to determine analysis required
- 2) Review consistency of methodology of the models compared to County Standards
- 3) Recommend software for modeling based on data available for input
- 4) Model flows at critical locations within the system in the unincorporated areas
- 5) Perform hydrology and hydraulic analysis for UWC
- 6) Identify deficiencies based on the model
- 7) Analyze future culvert sizes and infrastructure in the lower valley for major drainages
- 8) Define conceptual improvement projects
- 9) Prepare mapping to show:
 - a. Flow arrows
 - b. All drainage features including drainage/irrigation ditches and headgates
 - c. Driveway culverts including size, material, and condition (drive-by data collection)
 - d. Outflows for unincorporated drainages (flow – cfs, and location)
- 10) Recommend projects for improvements (10-year plan; see paragraph 4)

C. MA

- 1) Use available contour data to delineate basins as they enter the valleys; may be based on 5 meter DEM

- 2) Define design flows at these entry points
 - 3) Define and calculate peak flows
 - 4) Recommend projects for improvements (10-year plan; see paragraph 4)
4. Prioritize
 - A. IWC
 - 1) Research and show prioritization done by each municipality for their own projects
 - B. UWC (including MA within UWC boundaries)
 - 1) Work with the County to establish ranking criteria
 - 2) Rank deficiencies based on criteria established
 - 3) Prioritize improvements based on ranking (most critical to least critical, greatest impact to least impact)
 - 4) Review with the County
 5. Budget
 - A. IWC
 - 1) Obtain project lists and budgets for local government projects
 - B. UWC (including MA within UWC boundaries)
 - 1) Establish consistent unit pricing for all projects
 - 2) Prepare opinions of probable cost for concept projects in unincorporated area

DELIVERABLES

1. Master Plan Report (3 hard copies, 1 electronic pdf format)
 - A. Provide draft Plan to Weber County for review and input.
 - B. Address and/or incorporate comments as appropriate.
 - C. Prepare and submit final Plan.
2. GIS shape files
 - A. Use ESRI local government template
 - B. All information collected and generated throughout the project, and used to generate maps and/or exhibits
3. AutoCAD Civil 3D drawing files
 - A. All information collected and generated throughout the project, and used to generate maps and/or exhibits
4. Mapping, including but not limited to:
 - A. Design storm runoff flow rates (cfs) at locations of all major drainages
 - B. All storm drain structures
 - C. Contours (based on mapping provided by Weber County)

- D. Flow arrows
 - E. Location of all irrigation or drainage ditches and location/size of all headgates
 - F. Location of all culverts under driveways
 - G. Size, material and condition of all culverts
 - H. Outflows of all drainages of incorporated areas, flow and location
 - I. Proposed size of all future culverts in the lower valley
5. Hard copies should include the following:
- A. All storm drain structures
 - B. Contours as indicated in individualized deliverables section
 - C. Flow arrows
 - D. Size and location of irrigation or drainage ditches
 - E. Location and size of headgate structures
 - F. Size, material and condition of existing culverts on county and state roads; also include culverts on arterial and collector level municipal roads

ANTICIPATED SCHEDULE

1. Data Collection: Summer/Fall 2013
2. Analysis/Modeling: Winter 2013/2014
3. Prioritization: Spring 2014
4. Budgeting: Spring 2014

Quality Objectives and Criteria

Consultant will determine datum for previous data collection and use that datum to perform data collection. Data collected will be of modeling quality (+/- 0.5 ft vertical, +/- 3 ft horizontal); survey-grade is not required, but is desirable. A quick quality control check can be made against the topographic data provided by the State of Utah. Any major abnormalities will be reviewed and addressed.

Special Training/Certifications

Personnel assigned to perform data collection will be trained on the use of the survey/GPS equipment. They will also have a working knowledge of pipe materials, standard sizes, and condition.

Documentation and Records

DELIVERABLES

1. Master Plan Report (3 hard copies, 1 electronic pdf format)
 - D. Provide draft Plan to Weber County for review and input.

- E. Address and/or incorporate comments as appropriate.
 - F. Prepare and submit final Plan.
2. GIS shape files
 - A. Use ESRI local government template
 - B. All information collected and generated throughout the project, and used to generate maps and/or exhibits
 3. AutoCAD Civil 3D drawing files
 - A. All information collected and generated throughout the project, and used to generate maps and/or exhibits
 4. Mapping, including but not limited to:
 - J. Design storm runoff flow rates (cfs) at locations of all major drainages
 - K. All storm drain structures
 - L. Contours (based on mapping provided by Weber County)
 - M. Flow arrows
 - N. Location of all irrigation or drainage ditches and location/size of all headgates
 - O. Location of all culverts under driveways
 - P. Size, material and condition of all culverts
 - Q. Outflows of all drainages of incorporated areas, flow and location
 - R. Proposed size of all future culverts in the lower valley
 5. Hard copies should include the following:
 - G. All storm drain structures
 - H. Contours as indicated in individualized deliverables section
 - I. Flow arrows
 - J. Size and location of irrigation or drainage ditches
 - K. Location and size of headgate structures
 - L. Size, material and condition of existing culverts on county and state roads; also include culverts on arterial and collector level municipal roads

The County will maintain the GIS records and continue to build and update the information indefinitely. The County has scheduled backups of the servers, so the electronic information will be maintained.

The County's Project Manager will be responsible for distributing the update QAPP whenever changes are made to it. This will occur during the scheduled team meetings.

Sampling Process Design (Experimental Design)

Not applicable.

Sampling Methods

Not applicable.

Sample Handling and Custody

Not applicable.

Analytical Methods

Not applicable.

Quality Control (for Sampling, Analysis, etc.)

Not applicable.

Instrument/Equipment Testing, Inspection, and Maintenance

Data collection will be performed by use of GPS, either survey-grade equipment or non-survey grade.

Batteries for the GPS receiver are typically charged overnight. The Consultant's survey department supervisor is typically responsible for testing, inspection and maintenance of the survey equipment.

In the case of equipment malfunction, the surveyor can troubleshoot the equipment. In worst case scenarios, equipment can be sent out for repair.

Instrument/Equipment Calibration and Frequency

The GPS equipment utilizes satellites, and the accuracy of the data depends on the number of satellites available. The receiver notifies the user when satellite coverage is inadequate.

Calibration of the GPS equipment should be performed by the manufacturer at time intervals recommended by manufacturer.

Inspection/Acceptance for Supplies and Consumables

Not applicable.

Non-direct Measurements

The data collector will collect information regarding the size, type, and condition of pipes and structures. This information can be recorded electronically or on paper. This information will be input into the GIS database for later use in the modeling phase.

Data Management

Data collected in the field along with data collected from previous projects will be combined into one universal GIS database. This database will be used for modeling, asset management, and future project planning and design. The database, once completed by the consultant, will be maintained by the Weber County Engineering and/or GIS department.

The database will be dynamic and will constantly be updated as projects are completed.

Assessments and Response Actions

During the modeling phase, if abnormalities exist, certain data points will be checked. This will require re-mobilizing to the area in question and gathering additional data points and re-assessing the structures in question. This new information will be imported into the model for re-assessment.

Reports to Management

The consultant project manager will provide a QA status report when the data is turned over to the County Project Manager, as well as when any abnormalities are found in the data.

Data Review, Verification, and Validation

As the consultant collects the data, it will be checked against existing data. The storm water model will also alert the consultant to abnormalities in the data.

Verification and Validation Methods

The data collected will be validated via the modeling process. Abnormalities in the data will be reflected in the model and worked out by the consultant. A complete and reasonable model will indicate that the data collected is valid and generally correct.

Reconciliation with User Requirements

After the model is complete and available for use, a disclaimer can be added that will indicate that the data collected was used only for modeling purposes and should not be used for design. This is a generally understood practice.



KEY CONTACTS FORM

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name: Kerry Gibson
 Title: County Commissioner
 Complete Address: 2380 Washington Blvd., Suite 360, Ogden, Utah 84401
 Phone Number: 801-399-8402

Payee: *Individual authorized to accept payments.*

Name: Dan Olsen
 Title: Comptroller
 Mail Address: 2380 Washington Blvd., Suite 320, Ogden, Utah 84401
 Phone Number: 801-399-8487

Administrative Contact: *Individual from Sponsored Program Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc.)*

Name: Jared Andersen, P.E.
 Title: County Engineer
 Mailing Address: 2380 Washington Blvd., Suite 240, Ogden, Utah 84401
 Phone Number: 801-399-8374
 FAX Number: 801-399-8862
 E-Mail Address: jandersen@co.weber.ut.us

Principal Investigator: *Individual responsible for the technical completion of the proposed work.*

Name: Jared Andersen, P.E.
 Title: County Engineer
 Mailing Address: 2380 Washington Blvd., Suite 240, Ogden, Utah 84401
 Phone Number: 801-399-8374
 FAX Number: 801-399-8862
 E-Mail Address: jandersen@co.weber.ut.us
 Web URL: http://www.co.weber.ut.us/mediawiki/index.php/Engineering