CITY OF FORT ATKINSON
STORMWATER MANAGEMENT PLAN
SCOPE OF WORK

The scope of work will include the following tasks:

1. PROJECT MANAGEMENT: Through the duration of the project, communications will be needed between the consultant, City staff, City officials, elected officials, Town of Koshkonong representatives, and State agency staff to insure that all participants are fully informed to help facilitate the development, approval and adoption of the product. This task will include scheduled project meetings with the City staff and WDNR, in addition to normal routine communication channels (telephone, letters, emails, etc.). At least two meetings will be a night scheduled public information/education meeting.

2. PUBLIC EDUCATION PROGRAM: The consultant will develop a public education and outreach program to increase the awareness of stormwater pollution. The program shall deal with ways to modify public behavior to reduce impacts to the waters of the State. This program shall meet the requirements of Section 2.1 and 2.2 of the MS4 General Permit.

3. DRAINAGE AREAS AND MAPPING: The City currently has a storm sewer system map that delineates the drainage areas and identifies the elements (mains, manholes, catch basins) of the systems. All discharge points are also located on the map. The City will update the map to reflect any additions or changes to the system. The map is in AutoCADD format and will be available to the consultant. The map shall meet the requirements of Section 2.8 of the MS4 General Permit.

4. EXECUTE POLLUTION LOAD MODEL AND HYDROLOGIC/HYDRAULIC MODELING: The consultant will develop a water quality model based on land use, soils, drainage system and other site characteristics. The source loading and management model (SLAMM) will be used to calculate annual pollutant loadings for each delineated hydrologic unit. The model will be run to reflect existing conditions, and future land use conditions. Pollutant loads for sediment and phosphorus will be modeled. The results of modeling will be used to verify the effectiveness of the City's current storm water BMPs. It will also be used to develop and rank alternative control practices for discharge rate, volume and water quality control.

   A hydrologic model will be developed to cover the entire City and watersheds surrounding and draining through it. The model will be used to determine floodplain, regional flood storage and conveyance requirements. This modeling will also be used to help in estimating sizing for potential structural BMPs and identify areas where channel velocities may cause erosion. The SLAMM modeling must include the alternatives to meet Section 2.7 of the MS4 General Permit.

   Cost estimates will be developed for each alternative and alternatives will be ranked according to cost, level of performance and engineering feasibility. The alternative analysis will be used to develop the Municipal Stormwater Plan.

5. DEVELOP STORMWATER MANAGEMENT ORDINANCES: The consultant will develop ordinances for Construction Site Erosion Control and Post-Construction Stormwater Management, and Illicit Discharge. These ordinances will be developed to address construction site erosion control and stormwater management and to prohibit and detect/eliminate non-storm water discharges. The Construction Site Erosion Control Program and the Post-Construction Storm Water Management Program shall meet Section 2.4 and 2.5 of the MS4 General Permit.

An Illicit Discharge Detection and Elimination Program will also be developed. The program will include field screening/monitoring, investigation and enforcement items to detect and remove illicit discharges. The Illicit Discharge Detection and Elimination Program shall meet the requirements of Section 2.3 and the MS4 General Permit.

The ordinances and program will comply with appropriate WDNR standards and regulations.

6. DEVELOP A STORMWATER POLLUTION PREVENTION PLAN: The consultant will develop a Stormwater Pollution Prevention Plan (SWPPP) will detail management practices that minimize the contact of pollutants with stormwater and operational guidelines that ht City will implement to reduce the discharge of pollutants from its MS4.

   The SWPPP Best Management Practices will be selected to target the six minimum control measures (MCMs) that have been identified by the NPDES Permit Program in accordance with NR 151.13 and NR 215.07(6). The SWPPP will be supported by the City's Stormwater and Erosion Control Management Ordinance, and the Illicit Discharge Elimination Ordinance.

   The SWPPP will describe a system of Best Management Practices (BMPs), including public education and involvement, municipal housekeeping and structural BMPs that the City will implement to minimize the discharge of pollutants from the storm sewer system and meet the TSS reduction standards. The Pollution Prevention Program shall meet the requirements of Section 2.6 of the MS4 General Permit.

7. DEVELOP A STORMWATER UTILITY: The consultant will develop a Stormwater Utility to evaluate financing mechanisms for stormwater management. Stormwater Utility will be developed and structured to collect an appropriate level of revenue to implement program requirements of Subchapter III of Ch. NR 151.

8. COMPILE A REPORT: The consultant will compile a final report which will document the procedures, methodologies results and recommendations of the City's plan. The report will also describe an implementation strategy, including a schedule, budget and responsible parties for each recommendation. The final report will contain the ordinances, programs, and plans that have been developed.

   The Scope of Services will be completed within 14 months of the execution of this contract.