



U.S. Department of Justice  
Federal Bureau of Prisons  
FCC Forrest City

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FCC Forrest City  
1400 Dale Bumpers  
Forrest City, AR 72335

February 17, 2017

MEMORANDUM FOR LAYNE PEMBERTON, ENFORCEMENT ANALYST  
ADEQ OFFICE OF WATER QUALITY ENFORCEMENT BRANCH

FROM: Chris Davis, Facility Manager  
Federal Correctional Complex Forrest City

SUBJECT: Contact Information

Per our earlier discussion, I have included updated contact information for your office.

Please don't hesitate to contact us anytime you have any questions or concerns, regarding the Federal Correctional Complex located in Forrest City, AR.

Our contact information is as follows;

Chris Davis, Facility Manager  
Mailing Address: FCC Forrest City LOW, 1400 Dale Bumpers,  
Forrest City, AR 72335  
Phone Number - (870) 630-6079  
Email Address - [ckdavis@bop.gov](mailto:ckdavis@bop.gov)

Ron White, Environmental and Safety Compliance Manager  
Mailing Address: FCC Forrest City LOW, 1400 Dale Bumpers,  
Forrest City, AR 72335  
Phone Number - (870) 630-6000 Ext. 1503  
Email Address - [rdwhite@bop.gov](mailto:rdwhite@bop.gov)

Please let us know if you have any questions.

Thanks.



# Hill Services

4940 Covington Way  
Memphis, TN 38128  
901-388-7500

# Invoice

Date: 1/24/2017  
Invoice No.: 126367

**Bill to:** FORREST CITY CORRECTIONAL  
1400 DALE BUMPERS RD.  
FORREST CITY, AR 72335

**Service at:** FORREST CITY CORRECTIONAL  
1400 DALE BUMPERS RD.  
FORREST CITY, AR 72335

**Customer ID:** FOR303

**Reference:** Work Order 67859

**Description:** Work Order 67859 PC Plumbing Service

**PO Number:**

**Terms:** DUE UPON RECEIPT

**Service Request:**

See Mr. Hess 870-270-1229. Trouble shoot lift station and Muffin Monster system.

**Service Performed:**

Removed 5' of bags out of lift station and took bypass pump to clean trash from impellar. Cleaned auger pit and washed down walls and screen. Cleaned pit and sediment in bottom of pit. Changed out channel monster. Finished initial cleaning of both pits and checked for correct operation of channel monster.

Item	Description	Quantity	Unit Price	Amount
<b>Materials/Other Charges</b>				
1/19/2017	TRAVEL	2.75	60.00	165.00
1/19/2017	PPE	1.00	35.00	35.00
1/19/2017	TRANSPORTATION OF WASTE	1.00	450.00	450.00
1/19/2017	DISPOSAL	3,000.00	0.39	1,170.00

**Materials/Other Charges Subtotal 17,727.83**

Remit to: Hill Services  
PO Box 1000, DEPT. 369  
Memphis, TN 38148-0369

**Subtotal: 26,723.33**

**Sales Tax: 2,422.70**

**Total Due: 29,146.03**



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Item	Description	Quantity	Unit Price	Amount
<b>Labor</b>				
1/11/2017	Tech Time	6.00	93.00	558.00
1/11/2017	Tech Time	6.00	60.00	360.00
1/12/2017	Tech Time	8.00	93.00	744.00
1/12/2017	Tech Time	5.00	139.50	697.50
1/12/2017	Tech Time	8.00	60.00	480.00
1/12/2017	Tech Time	5.00	90.00	450.00
1/13/2017	Tech Time	8.00	93.00	744.00
1/13/2017	Tech Time	1.50	139.50	209.25
1/13/2017	Tech Time	8.00	60.00	480.00
1/13/2017	Tech Time	1.50	90.00	135.00
1/16/2017	Tech Time	4.00	93.00	372.00
1/17/2017	Tech Time	8.00	93.00	744.00
1/17/2017	Tech Time	1.00	139.50	139.50
1/17/2017	Tech Time	8.00	60.00	480.00
1/17/2017	Tech Time	1.00	90.00	90.00
1/18/2017	Tech Time	8.00	93.00	744.00
1/19/2017	Tech Time	8.00	93.00	744.00
1/19/2017	Tech Time	1.50	139.50	209.25
1/19/2017	Tech Time	8.00	60.00	480.00
1/19/2017	Tech Time	1.50	90.00	135.00
<b>Labor Subtotal</b>				<b>8,995.50</b>



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Item	Description	Quantity	Unit Price	Amount
<b>Materials/Other Charges</b>				
1/13/2017	Truck Charge	1.00	35.00	35.00
1/12/2017	COMBO UNIT	12.50	135.00	1,687.50
1/12/2017	OPERATOR	8.00	45.00	360.00
1/12/2017	OPERATOR OT	4.50	60.00	270.00
1/12/2017	TECHNICIAN	8.00	35.00	280.00
1/12/2017	TECHNICIAN OT	4.50	50.00	225.00
1/12/2017	FUEL SURCHARGE	12.50	14.70	183.75
1/12/2017	ADS VACUUM DISPOSABLE HOSE	100.00	1.50	150.00
1/12/2017	MISCELLANEOUS TOOLS	1.00	120.00	120.00
1/12/2017	PPE	2.00	35.00	70.00
1/12/2017	DISPOSAL - 1ST LOAD FROM 01.12.17	3,000.00	0.39	1,170.00
1/13/2017	TRANSPORTATION OF WASTE	1.00	450.00	450.00
1/13/2017	2ND LOAD FROM 01.12.17	3,000.00	0.39	1,170.00
1/13/2017	COMBO UNIT	8.50	135.00	1,147.50
1/13/2017	OPERATOR	8.00	45.00	360.00
1/13/2017	OPERATOR OT	1.00	60.00	60.00
1/13/2017	TECHNICIAN	8.00	35.00	280.00
1/13/2017	TECHNICIAN OT	0.50	50.00	25.00
1/13/2017	FUEL SURCHARGE	8.50	14.70	124.95
1/13/2017	ADS VACUUM DISPOSABLE HOSE	100.00	1.50	150.00



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Item	Description	Quantity	Unit Price	Amount
<b>Materials/Other Charges</b>				
1/13/2017	MISCELLANEOUS TOOLS	2.00	120.00	240.00
1/13/2017	PPE	2.00	35.00	70.00
1/16/2017	TRANSPOTATION OF WASTE	1.00	450.00	450.00
1/16/2017	DISPOSAL FROM 01.13.17	3,000.00	0.39	1,170.00
1/17/2017	COMBO UNIT	11.00	135.00	1,485.00
1/17/2017	OPERATOR	8.00	45.00	360.00
1/17/2017	OPERATOR OT	3.00	60.00	180.00
1/17/2017	TECHNICIAN	8.00	35.00	280.00
1/17/2017	TECHNICIAN OT	3.00	50.00	150.00
1/17/2017	FUEL SURCHARGE	11.00	14.70	161.70
1/17/2017	MISCELLANEOUS TOOLS	1.00	120.00	120.00
1/18/2017	COMBO UNIT	5.75	135.00	776.25
1/18/2017	OPERATOR	5.75	45.00	258.75
1/18/2017	FUEL SURCHARGE	5.75	14.70	84.53
1/18/2017	MISCELLANEOUS TOOLS	1.00	120.00	120.00
1/18/2017	PPE	1.00	35.00	35.00
1/18/2017	TRAVEL	2.75	60.00	165.00
1/19/2017	COMBO UNIT	7.00	135.00	945.00
1/19/2017	OPERATOR	7.00	45.00	315.00
1/19/2017	FUEL SURCHARGE	7.00	14.70	102.90
1/19/2017	MISCELLANEOUS TOOLS	1.00	120.00	120.00











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February 17, 2017

Layne Pemberton, Enforcement Analyst  
ADEQ Office of Water Quality  
Enforcement Branch

Re: The Department requires that the prison (DOJ) send a letter to the Department with photographs, stating the lift station (pumps) is functioning properly, the solid waste properly disposed, provide a written SOP on how the prison will inspect and ensure the lift station continues to operate properly.

Mr. Layne Pemberton,

We scheduled and contracted an outside company who specializes in this type of work, to affect repairs to our lift station. All services, maintenance and repairs, were previously handled by the local Sewer and Water Utility located in Forrest City, Ar.

Hill Services arrived on our premises on January 11, 2017 and completed repairs on January 19, 2017. These repairs included; removal of 5 feet of bags, cleaning trash from the impeller, auger pit, walls and screens. They also removed sediment from all pits, changed out the channel monster and ensured the correct operation of the channel monster and grinder.

We are currently scheduling Hill Services to come back on site, to install new motors and pumps for the secondary pit. While waiting for this work to be completed, we are utilizing the by-pass pump built into the system for purposes such as this.

All solid waste is being collected in a Bin and disposed of on a routine basis. Hill Service helped us in the creation of a bin, which doesn't allow debris to be discarded on prison property, ensuring all solid waste is properly disposed.

We were very happy with the work performed by Hill Services and have included before and after pictures for your review.

Moving forward, we have created planned events which will generate on a weekly and quarterly basis, within our Computerized Maintenance Management System (CMMS). Specifically, CMMS is the software we utilize to schedule all maintenance on our equipment, as well as inspections needed to comply with county, state and federal statutes.

Utilizing our CMMS software, we have created a planned event, which will ensure a staff member is checking on the status of the Lift Station on a daily basis. We have also created a planned event, which will ensure an outside qualified entity is scheduled to inspect our lift station on a quarterly basis. Please see attached procedures for both planned events.

As stated above, the local Sewer and Water Utility were previously being contracted to oversee the service and operation of the lift station. Since this agreement has been terminated, oversight of the lift station will now be conducted by staff employed at the Federal Correctional Complex.

The prison is staffed 24 hours a day, 7 days a week, to include staff working in the mechanical services division. This being the case, if any issues arise concerning the lift station, appropriate action will be taken to correct any issues. Since we operate on a continuing basis and our lift station will be checked on a daily basis, we do not believe there to be a need for remote monitoring of our lift station.

I have also included our invoice from Hill Services, regarding the repairs mentioned in this letter. The total cost to date for the repairs is \$29,146.03.

Please don't hesitate to call me if you need further clarification, or have any concerns.

Thank you.

Sincerely,

Chris Davis

A handwritten signature in black ink, appearing to read "Chris Davis", is written over the typed name. The signature is stylized and cursive.

Print Date: 2/17/2017

# FCC Forrest City FBOP Procedure Detail Report

<b>Procedure #:</b>	<b>33516</b>	<b>Lift Station - Daily</b>
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Est Hrs: 1.00

Type: Inspections

Skill: Administrative

Shutdown: False

**Instructions**

National Procedure:

Perform daily check of the Sewage Lift Station and components, to ensure proper operation.

If any irregularities are noted, please contact the Facility Manager immediately.

Sunday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_  
Monday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_  
Tuesday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_  
Wednesday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_  
Thursday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_  
Friday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_  
Saturday: No issues \_\_\_\_\_ Problem Noted \_\_\_\_\_

Return completed planned event to the Facility Manager for record retention.

Print Date: 2/17/2017

## FCC Forrest City FBOP Procedure Detail Report

<b>Procedure #:</b>	<b>33518</b>	<b>Lift Station - Quarterly</b>
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Est Hrs: 2.00

Type: Inspections

Skill: Administrative

Shutdown: False

**Instructions**

National Procedure:

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Perform quarterly inspection of FCC Forrest City Sewage Lift Station.

Schedule for a qualified outside contractor, to enter the institution and perform an inspection on all components related to the Sewage Lift Station.

If any deficiencies are noted, ensure corrective action is taken.

Retain inspection files in the Facilities Administrative Office.

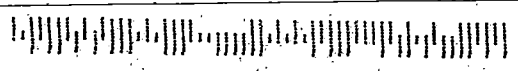
Federal Co

Attn: C

PO Box 7000

Forrest City, AR 72335

*Facsim*



U.S. OFFICIAL MAIL  
PENALTY FOR PRIVATE USE \$300  
PITNEY BOWES  
02 1M \$ 04.80<sup>0</sup>  
0004206825 FEB 23 2017  
MAILED FROM ZIP CODE 72335




1000 72118

U.S. POSTAGE  
PAID  
FORREST CITY, AR  
72335  
FEB 24 17  
AMOUNT  
**\$0.00**  
R2305E125361-04

7013 0600 0001 2436 6737



PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS; FOLD AT DOTTED LINE

**CERTIFIED MAIL™**

ADEQ Office of Water Quality Enforcement Branch  
 ATTN: Layne Pemberton  
 5301 Northshore Drive  
 North Little Rock, AR. 72118