

Recertification Notice of Intent (NOI)

Regulated Small Municipal Separate Storm Sewer Systems (MS4's) General Permit ARR040000

You must **complete, certify, and sign** this Recertification Notice of Intent (NOI) form and return it along with the **updated Stormwater Management Program (SWMP)** to the Department in order to continue permit coverage under the General Permit ARR040000. You must submit this form **no later than July 1, 2019**. Please keep a copy of this form for your records once completed and signed.

Permittee Name	Permit Tracking Number	AFIN
University of Arkansas at Pine Bluff	ARR040045	88-00918

If any changes or additions need to be made to the information shown below, please update the new information in the corrections section below and/or attach documentation.

	Current Information in ADEQ's database	Corrections/Additions, If Needed
Small MS4 Physical Address	1200 North University Drive, Mail Slot 4934	
County	Jefferson	
Urbanized/Core Areas	Pine Bluff	
Receiving Stream	Brumps Bayou	
Ultimate Receiving Stream	Arkansas River	
Contact Person & Title	Robert Wall, Director of Physical Plant	Jeffery Truss, Int. Director - Physical Plant
Telephone Number	(870) 575-8831	
Cognizant Official & Title	Pauline Thomas, Vice Chancellor of Finance & Administration	Carla Martin, Vice Chancellor of Finance & Administration
Responsible Official & Title	Robert Wall, Director of Physical Plant	Jeffery Truss, Int. Dir. - Physical Plant

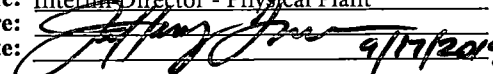
Are the mailing and invoice addresses the same?

Yes or No* *If "No," please provide invoice address: _____

Additional Comments: trussj@uapb.edu

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

I certify that I have read and will comply with all the requirements of the Regulated Small Municipal Separate Storm Sewer Systems (MS4's) General Permit ARR040000.

Responsible Official Name: Jeffery Truss
 Responsible Official Title: Interim Director - Physical Plant
 Responsible Official Signature: 
 Date: 9/17/2019

Return the NOI form to the address below or send it electronically to: water.permit.application@adeq.state.ar.us or via ePortal at the following web address: <https://eportal.adeq.state.ar.us/>

NPDES Permits Section, Office of Water Quality
 Arkansas Department of Environmental Quality
 5301 Northshore Drive
 North Little Rock, AR 72118-5317

3.2. Minimum Control Measures

3.2.1 Public Education and Outreach on Stormwater Impacts

The focus of this minimum control measure is to educate the students, faculty, staff, and contractors via printed educational materials and by contractual agreements that specify the promotion of stormwater management as a measure to protect the environment and human health. The Safety Coordinator is the designated representative responsible for campus awareness and will work directly with the Director of Facilities Management.

3.2.1.1. Permit Requirements

- Engage students, faculty, staff, and contractors in a public education program to provide education as materials related to the impact of storm water discharges on the water bodies and the steps that the parties can take to reduce pollutants in stormwater runoff.
- Implement the appropriate best management practices (BMPs) and measurable goals for control measures within contractual agreements for construction stormwater management for new development, redevelopment, and pollution prevention as a measure for Good Housekeeping for Municipal Operations.
- Target is to focus on the stormwater management minimum control measures recognizing that five should be included for permitting.

3.2.1.2. Decision Process

The University of Arkansas at Pine Bluff is a land grant institution sitting on approximately 300 acres of land. The Facilities Management Department houses the primary stakeholders who will collaborate with the faculty, staff, students, and contractors about the stormwater management and BMPs. Each sub-department is comprised of managers and supervisors who will assemble to address comments from the campus pertaining to stormwater management policies. Stormwater pollutants can originate from construction sites runoff, domestic and industrial cleaning procedures for vehicle, building or grounds maintenance and travel to creeks and tributaries that supply Walker Lake, Caney Bayou and Lake Saracen. We also encourage students who commute and reside on campus to be mindful of campus cleanliness as it relates to proper maintenance of vehicles and the use of designated trash receptacles.

- 3.2.1.2.1 Written publications to be posted on message boards throughout the campus and face-to-face communication will be used to inform individuals about the steps they can take to reduce stormwater pollution.
 - 3.2.1.2.2. UAPB will offer and work with fraternities, sororities, and the Student Government Association (SGA) to organize clean-up days. Adoption cleanup programs to designated areas of the campus will be implemented.
 - 3.2.1.2.3. Food service area: Food service personal are responsible for containing and removing large volumes of cooking oils and disposable waste products.
Student campus lead activities: May produce waste such as paper, bottles, cans, and other trash and debris.
Contractors: Industrial products waste during and after construction is completed such as soil erosion, debris removal, equipment maintenance emitting air pollution, and heavy equipment accidentally releasing fluids and oils onto soiled surfaces that could input storm water systems.
 - 3.2.1.2.4. Target pollutant sources that the MS4 public education program is designed to address are the food service industry, motor pool, construction sites, grounds maintenance, and student activities.
 - 3.2.1.2.5. Theme based materials placed in campus buildings at entryways and assembly areas, radio announcements, and workshops with student organizations.
 - 3.2.1.2.6. Jeffery Truss of Facilities Management is the designated person responsible for overall management and the stormwater public education and outreach program. He is also responsible for the BMPs identified for this program.
 - 3.2.1.2.7. BMPs will be written in contracts awarded to contractors and vendors to implement daily operations and service methods as a minimum measure to reduce the impact on SWMP.
- 3.2.1.3. Contractual construction and maintenance projects will continue BMPs to ensure minimum impact to stormwater systems. The

stormwater public involvement/participation program includes the following five themes/messages

- Form Partnerships
- Establish links to stormwater education materials
- Seek out available stormwater education materials and brochures
- UAPB stormwater brochure
- Student education
- Employee awareness
- Contractor awareness
- Distribute stormwater awareness brochures

The stormwater public education and outreach program will reach approximately 50% of the population over the permit term.

3.2.1.4. UAPB will submit an annual MS4 report to the ADEQ for each year of the permit 5 year term. The initial report is scheduled for submittal 15 months from the effective date of issued permit. The report is designated to cover the next 12 months from the original date of the permit. The remaining yearly reports shall be submitted on the same date for the next 4 years of the permit term. The annual report will summarize the controlled activities performed during the 12 months for the reporting period and will include the listed points:

- The standing position of compliance within permitting statues.
- The progress and appropriateness of BMPs being assessed and regulated as a minimum control measure.
- Identify the effectiveness of BMPs from data obtained and studied during the reporting period.
- Account of stormwater activities and phase plan to engage with those who will most likely impact the stormwater system.
- Any changes need to fit the SWMP previously scheduled events to successfully meet the BMPs will be presented with a justification statement to meet MS4 best practices.
- Describe the need for additional BMPs and how they will be used during the reporting period.
- Annual Reports must be submitted to:

Anmol Jain, Engineer
Division of Environmental Quality
Office of Water Quality
5301 Northshore Drive

North Little Rock, AR 72118
Anmol.jain@adeq.state.ar.us

Table 3.2.1. BMP Implementation: Public Education and Outreach on Stormwater Impacts

Year	BMP	Current Status	Implementation Details	Measurable Goals	UAPB Departments
1	Forming Partnerships	Projected to form a partnership February 2021	Form a partnership with ADEQ, EPA, U of A Cooperative Extension Service, and the City of Pine Bluff.	Get material and training available through the listed agencies	Facilities Management
1	Establish links to stormwater education materials	Collected materials October 2020-June 2021 to begin implementing July 2021	Discover links to existing websites with stormwater information and materials then add to the UAPB Facilities Management website.	Development of stormwater links on the Facilities Management website	Facilities Management and Technical Services
1	Seek out available stormwater education materials and brochures	December 2020-August 2021	Identify available review materials available from ADEQ, EPA, DHEC, and other regulatory agencies. Chosen materials will be used with other BMPs.	Number of items reviewed and established June 2021 targeted August publications	Facilities Management
2	UAPB stormwater material	January 2022-December 2022	Create and distribute material for the UAPB campus to update and include Students ,Faculty and Staff	Number of brochures distributed: Quarterly	Facilities Management Department Supervisors
2	Student education: Handling household cleaning products, pesticides, waste and recycle materials.	Schedule to include student lead activities quarterly; include April 22, 2022	Include stormwater awareness material during student campus activities. Partnership with U of A Cooperative Extension service to educate with interactive programs of Earth Day Activities and Student lead organizations monthly participation.	Number of students orientated with Campus and Community Activities held monthly. Visual stimuli at information boards and F.M. web page.	Facilities Management and Student Government Association
2	Employee awareness of SWMP for	January 2022-December	Include stormwater awareness material during employee campus activities,	Employees receiving orientation combined with	Facilities Management Supervisors

	UAPB using BMS's	2022 and Departments 2022	Safety meetings and Faculty /Staff Senate meetings. Participate in national programs use BMP's	BMP's. being recorded in daily operations.	direct report meetings
2	Contractor awareness of SWMP of MS4	Create and establish electronic interactive Permit forms on UAPB Web March 2022	Incorporate stormwater education into preconstruction meeting. Provide printed copies and web based forms to register for bid processing.	Number of Contractors attending preconstruction meetings. That could affect the SWMP	Facilities Management
3-5	Distribute stormwater awareness informational brochures. Current web base information site.	January 2023- December 2025	Distribute materials on campus to promote stormwater awareness. Maintain an informative Web site.	Number of brochures distributed Number of articles written. Number of interactive counts.	Facilities Management Department Supervisors, Campus Faculty /Staff and community.

3.2.2 Public Involvement/Participation

- 3.2.2.1. The identifiable goal of this MS4 control measure is to allow the students, staff, and faculty to put a plan together and manage it to gain a broader perspective of how stormwater management programs are needed.
- The planning and scheduling of daily or weekly events to ensure a greater number of volunteer participation.
 - The utilization of proven BMPs and community recognized events associated with stormwater management practices and festive occasions to gain positive support from the volunteering groups.
 - Create relationships with adjacent MS4s and similar nontraditional MS4 entities to encourage collaboration and effective involvement to share ideas and group participation.
 - UAPB will participate in Earth Day activities and/or Eco Fest activities to promote public involvement activities.

- 3.2.2.2. *Decision process.* UAPB Facilities Management will promote campus involvement to bring the awareness and importance of stormwater management practices. Current information will be posted on the Facilities Management Website where the campus community may be informed and encouraged to participate in upcoming events.
- 3.2.2.2.1. Contracting groups that have a potential of producing a direct impact on the environment and stormwater systems will have to provide a stormwater management program description that will be in compliance with local state and federal ordinances.
- 3.2.2.2.2. UAPB will establish a booth to encourage public participation during Eco Fest, Earth Day or student lead events that promote good stewardship of the environment.
- 3.2.2.2.3. UAPB is committed to encourage the wide diversity of ethnic groups found among the students, staff, faculty, and contracting groups. Recognizing there are many cultural viewpoints to who is responsible for stormwater management program.
- 3.2.2.2.4. UAPB will actively participate in local and/or national programs that link non-traditional MS4s together to share ideas and become involved in nationally recognized events that promote the ecology of our environment and will adhere to local, state and federal sustainability to protect our environment. Look for ways to encourage organized groups on campus to form teams and the adoption of space on the campus to actively manage areas in observance of MS4 ordinances.
- 3.2.2.2.5. Facilities Management Director is responsible for the overall management and implementation of the stormwater public involvement/participation program.
- 3.2.2.2.6. BMPs are selected according to the daily operations being performed by members of the Physical Plant Department. Measurable goals will be used as well as collecting data to evaluate the success of this minimum measure observed by the stormwater management program.
- 3.2.2.3. *Performance Standards.* Stormwater public involvement/participation program includes Earth Day involvement, Eco Fest, Student lead campus activities, Faculty/Staff Senate Meetings, and participate in at least one outreach activity to engage students, faculty, and staff.
- 3.2.2.4. *Annual Reporting.* Table 3.2.2. presents selected BMPs for this minimum measure. The table identifies the current status of each BMP as well as the

implementation details, the implementation year, measurable goals and the UAPB departments that will be responsible for implementation. The target group for these BMPs will be students, faculty, staff, and on-site contractors. The governing committees/managers will coordinate this work are the Stormwater Management Council, Faculty/Staff Senate, Student Government Association, On-site contractors, and Facilities Management. Jeffery Truss or his designated representative will be responsible for overall management and implementation of the stormwater public participation and involvement program.

Table 3.2.2. BMP Implementation: Public Involvement/Participation

Year	BMP	Current Status	Implementation Details	Measurable Goal	UAPB Departments
1	Stormwater Management Council (SWMC)	Form the council and make assignments	The SWMC will meet 2 times per year. The group will review progress of BMPs, active construction site status, new development and other stormwater topics.	Number of Meetings held	Facilities Management, Student Government Association, and Construction Managers
2	Observe the student involvement programs	Establish an internship for entry level Stormwater Managers	Evaluate the potential for UAPB to revitalize the student programs.	Commit volunteers to student involvement programs	Facilities Management and Student Government Association

					UAPB Advance Placement Programs
3-5	Participate in community awareness events Maintain a viable SWMP		Evaluate participation in Earth Day/Eco Fest type activities. Provide stormwater education materials at appropriate on-campus events.	Number of events attended, Record operational activities.	Facilities Management and Student Government Association
4	Write Articles Maintain a viable Stormwater Program	None	Provide articles for publication on different aspects of stormwater awareness. Articles to be published at least annually.	Number of articles written.	Facilities Management and Student Government Association

3.2.3. Illicit Discharge Detection and Elimination

3.2.3.1. It is understood that this minimum control measure is to prohibit and eliminate illicit discharge to the MS4, (UAPB).
The goal for UAPB is to:

- Enforce an ordinance that will effectively prohibit illicit discharges to the campus of UAPB.
- Respond to complaints or reports of illicit discharges for the public.
- Track all complaints/reports and note the response actions taken.
- Conduct MS4 outfall study of inspection during dry conditions.
- Determine the source of a recurring suspected illicit discharge identified as a result of complaints within 30 days.
- Take the appropriate action to address the source of an ongoing illicit discharge.
- Prevent and respond to spills to the MS4 as appropriate.
- Maintain records as a drain of custody for proper disposal of used oil and toxic materials.
- Ensure that staff members inspecting these conditions are properly trained to conduct investigations as required.

3.2.3.2. UAPB will set in place the requirements to aid in the detection and elimination of illicit discharges identified as pollutants such as solid waste, sewage, garbage, sewage sludge, chemical waste, biological materials, heat, wrecked or discarded equipment, rock, sand, cellular dirt, and industrial municipal waste.

UAPB will develop a mapping (MSA) stormwater system that identifies labels and locate with longitude and latitude accuracy, all outfalls and surface waters including gutters that might release stormwater directly into a stream or creek that impact the campus of UAPB within 5 years.

Within the 5 year period every identifiable outfall will be updated to reflect change in area growth, the conditions of swales, ditches and pipes that carry runoff to streams and rivers nearby public and all private areas.

Inform students, faculty, staff and contractors of the hazards that are generally associated with illicit discharge and improper disposal of waste.

Perform field test by qualified persons for specific conditions needed to analyze and identify the source of illicit discharges.

Identify non-stormwater illicit discharges that are identified or determined to be a significant contributor of pollutants to the campus but not to exclude springs, water from crawlspaces, pumps, footing drains, lawn watering and vehicle washing.

The goals of stormwater management include protecting our environment, reducing flooding to protect people and property, reducing demand on

public stormwater drainage system, supporting healthy streams, and rivers and creating healthier more sustainable communities.

Table 3.2.3. Illicit Discharge Detection and Elimination

Year	BMP	Current Status	Implementation Details	Measurable Goal	UAPB Departments
1	Develop a plan to address illicit discharges	None	Develop and implement a stormwater/illicit discharge plan to locate problem areas, find the source and remove/correct illicit connections.	Documentation of actions taken	Facilities Management Director and Safety Supervisor
1	Develop an inspection checklist for outfalls	None	Develop a program and checklist for visual inspection of stormwater outfalls.	Checklist	Facilities Management Director
1-5	Visual inspection of outfalls during dry weather	None	Inspect and identify illicit discharges (IDs) identified by this program and report to EH&S for follow-up, as necessary.	Report of inspections performed	Facilities Management Director and Safety Supervisor
1	Develop a map of stormwater conveyance system for UAPB	Started	Develop an initial map of the stormwater conveyance system including outfalls and receiving streams.	Map	Facilities Management Director, Grounds Department and Safety Department
1-5	Monitor outfalls	Started	Inspect all outfalls during the term of the permit.	Inspection Report	Safety Supervisor and Grounds Supervisor
2-3	Refine map of stormwater conveyance system for UAPB	None	Additional detail and flows shall be added.	Updated Map	Facilities Management Director and The City of Pine Bluff
1-5	Coordinate with the City of Pine Bluff	None	Pine Bluff is an adjacent MS4 and will be sent a copy of the annual report, which would include any illicit influents or discharges.	Submit annual report to City of Pine Bluff	Facilities Management Director and The City of Pine Bluff
1	Review local controls on occasional non-stormwater discharges	None	Review and document in the SWMP any local controls or conditions placed on occasional incidental non-stormwater discharges.	Documented review	Grounds Department and Safety Department
1	Review campus sources of non-stormwater discharges	None	Review campus for sources of listed non-stormwater discharges as possible significant contributors of pollutants. Look for	Number of trainings	Safety Department and Facilities Management Department

			occasional incidental non-stormwater discharges.		
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3.2.4. Construction Site Stormwater Runoff Control

Year	BMP	Current Status	Implementation Details	Measurable Goal	UAPB Departments
1	Update UAPB specifications to address construction erosion and sediment control requirements	Contract language exists	Review will address erosion and sedimentation control requirements, and require that construction contractors be responsible for filing under the General Permit. Contractors will be required to submit a Stormwater Pollution Prevention Plan (SWPPP) to the Project Manager. Specifications will be included in the contracts for construction projects.	Completed SWPPP for each construction contract disturbing over one (1) acre	Construction Management, Facilities Management, and Legal Counsel
1	Develop SWPPP outline for construction contractors	Review existing practices apply where required.	Facilities Management Director will develop a Site Specific SWPPP design, the architect and the contractor will develop the site specific SWPPPs acceptable practice.	SWPPP scope of work available for contractors. Maintain an abstract of projects.	Facilities Management Director and Safety Department
1	Develop a procedure for receipt and consideration of public inquiries	March 2021-December 2021.	Develop procedures for the receipt and ideas of public suggestions, concerns, and information regarding construction or activities that could impact an MS4 in practice adversely. Create a tracking mechanism for these receipts.	Receipts and suggestions. Explore web-based and curriculum materials to measure targeted community.	Facilities Management Director and Safety Department
1-5	Complete site plan review for construction contracts	Review existing and current guidelines for compliance.	Review topography of a proposed area for all projects disturbing more than one acre of land.	Recorded Number of plans reviewed and implemented for abstracts and Journals.	Facilities Management and Grounds Department
1-5	Monthly inspection of construction sites	Project Manager Responsible From pre bid to final documents of construction developments	Develop a checklist of items to be included in routine inspections of construction sites.	Number of documented inspections and violations recorded	Construction Management and Facilities Management Director

2-5	Enforcement of noncompliance with stormwater requirements	Project Management responsible	Provide enforcement mechanism for non-compliance of contractors with stormwater discharge requirements. This will involve coordination of Construction Manager, Facilities Management Director, Safety Supervisor, and UAPB Legal Counsel.	Enforcement policies and procedures established for job specifics	Safety Department Supervisor, Construction Manager, Facilities Management Director, and Legal Counsel
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Table 3.2.5. Post-Construction Stormwater Management in New Development and Redevelopment

Year	BMP	Current Status	Implementation Details	Measurable Goals	UAPB Departments
1	Contract language for specifications for stormwater management in post construction developmental phases.	January 2021- December 2021	Establish appropriate contract language to address post construction requirements for stormwater management for each construction project.	Number of Contract modifications established to ensure compliance.	Facilities Management, Construction Management, and Legal Counsel
1-5	Create indicators to expose conditional standards of BMPs	Projected for January 2021- December 2025	Promote improved water quality to address low and high densities of development for specific land conditions to preserve ecological stabilities and minimize land disturbance.	Quality differences in design developments of land through natural and artificial selection of landscapes	Facilities Management Director and Construction Management, Environmental Science Dept. Grounds Department,
2	Develop policies for non-structural BMPs	January 2022- April 2022	Develop policies that provide non-watershed requirements and standards to promote growth and sustainability of the ecosystem to identified areas.	Approval of policies for sensitive areas, open space, buffers, impervious surfaces	Grounds Department Supervisor, Facilities Management Direction, and Construction Manager
3-5	Enhance the design review cycle to include other UAPB departments associated with	January 2022- December 2024	Expand the design review group to include the stormwater management team members and other relevant organizations.	The number of Departments included as required	F.M., Business/ Economic and Development, Math and Science

	stormwater quality protections.		To promote awareness and sustainability of an MS4 program for the UAPB campus and community		Department participation.
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3.2.6. Pollution Prevention/Good Housekeeping for Municipal Operations

Year	BMP	Current Status	Implementation Details	Measureable Goals	UAPB Departments
1	UAPB street sweeping with the City of Pine Bluff	January 2021 – December 2021	Review existing street sweeping program. Equipment type, Grounds service practices relative to illicit discharge and waste collection.	Four season frequency. Record and correct as required.	Facilities Management and Grounds Supervisor, City of Pine Bluff
1-5	Inspection of parking lots	January 2021- December 2025	Parking lot inspections will be conducted and work orders written for storm drain maintenance to identify and prohibit illicit discharge.	Number of parking lot inspections. Number of citations issued	Facilities Management, UAPB Police Department.
1-5	Trash cleanup and removal	January 2021- December 2025	Trash removers are comprised employees, volunteers and vendors to pick up trash around campus areas.	Hours of trash pickup, frequency and areas of concentration. Coordinate change as necessary to prevent pollution	Facilities Management, Student Activities coordinators. Selected Vendors
1-5	Recycling	January 2021- December 2025	Recycling collection sites are available for aluminum cans, paper, and scrap metal.	Record volume of materials collected and recycled	Facilities Management and Selected vendor

University of Arkansas at Pine Bluff
Pine Bluff, Arkansas
Stormwater Management Plan

NDPES Permit: ARRO40045

1-5	Provide Facilities Management employees training	January 2021-December 2024	Train appropriate employees on stormwater protection practices, waste management and recycling programs.	Number of personnel trained	Facilities Management
2	Establish procedures for new flood management projects	May 2021-April 2022	Assess new flood management projects for impacts on water quality and existing projects are assessed for incorporation of additional water quality protection devices or practices.	Number of projects reviewed and implemented	Facilities Management, City of Pine Bluff, Vicksburg Corp of Engineers
2	Review storm drain maintenance and cleaning program	Cleanup after each storm event	Update the master list of stormwater conveyances, and outfalls, establish a maintenance schedule, and initiate additional maintenance as needed.	Institute a preventive work order outline periodic cleanout	Facilities Management