

APPENDIX F

Sample Agenda for the Environmental Coordinating Group

Sample Agenda for the Environmental and Industrial Unit

Screen Shot Showing My City on Intranet

Stormwater Pollution Prevention Training Workshop Presentation

Stormwater Pollution Prevention Training Workshop Sign-In Sheets

Facility Inspections Summary Report

Completed Pollution Prevention Inspection Checklists



ENVIRONMENTAL COORDINATING GROUP

December 8, 2009

1:00 PM – 3:00 PM

Location: City Council Work Room (Second Floor)

DRAFT AGENDA

1. Welcome and Introductions
2. Overview of the Environmental Investigation Unit – Russell Furr, Assistant Fire Marshall
3. Updates on Environmental Activities
 - Departmental activities (department representatives to report)
 - City Council Strategic Planning process
 - EECBG
 - Green Building Phase II
4. Environmental Action Plan 2030 implementation strategy
 - Eco-City Benchmarks
5. Topic for next meeting
 - Updated EAP Phase I Matrix
6. Next Meeting and Wrap-up

**Industrial / Environmental Unit - Group Meeting
November 19, 2009**

Agenda

1. Status of Code EIU team
 - Office move completed, now fully operating out of Station 209
 - Beginning discussion with State Police on commercial hazardous materials vehicle enforcement program. Will need to address training, personnel, resource and legal issues. Meeting date TBD.
2. Communication Issues
 - Review list of contacts and update contact information
 - Working on protocols for notifications
3. Case Updates
 - Ground contamination across from Cora Kelly, contractor reports received
 - Mirant Spill from September, still awaiting documentation of clean-up actions
 - CSX Bridge project
4. Significant facility updates
 - Ethanol legal updates
5. Department issues (Police, Fire, TES, Planning/Zoning, etc)
6. New business / topics for next meeting

Adjourn

Next Meeting Date / Location:



WELCOME, Jesse

- My Department
- My Mail & Calendar
- My Pay & Leave
- Wiki
- Forums

RESOURCES

- AlexandriaVA.gov
- Administrative Regulations
- Benefits
- City Council Meetings
- Communications
- Community
- Departments & Offices
- Emergency Preparedness
- Employee Handbook
- Forms
- GIS & Maps
- How Do I?
- Jobs & HR Procedures
- Useful Links
- Phones & Phone Numbers
- Room Scheduler
- Training & Development

My City

We know that we have an outstanding team of employees that take great pride, responsibility, and ownership in the City of Alexandria. That's why we are asking for your help. With nearly 3,000 City employees working throughout Alexandria every day, we are the most likely group to first encounter problems in and around the City, such as:

- Loose bricks or needed sidewalk repairs
- Street cans overflowing with trash
- Tree branches in the road or public right-of-way
- Potholes
- Missing or damaged street signs
- Graffiti on public property
- A broken traffic light
- Wires down
- Illicit Discharges and Dumping to the Storm Drain System

My City provides a central point of contact for employees to report and correct these types of problems. My City will track the reported problem, refer it to the appropriate department, and manage the problem until it is resolved.

Help us serve our residents better! Call My City at 703-746-5555, or email mycity@alexandriava.gov. Program this number into your cell phone today. Together, our team of employees can work efficiently to create a better Alexandria!



— "See It, Report It, Consider It Done!" —
703-746-5555

City of Alexandria, Virginia

Department of Transportation and Environmental Services



Stormwater Pollution Prevention Training Workshop

June 24, 2010





Discussion Encouraged

What is stormwater?

- Stormwater is a term used to describe water that originates during precipitation events.
- Stormwater that does not soak into the ground becomes runoff, which either flows directly into a waterway or is channeled into a storm drain.
- Impervious surfaces increase the amount of runoff by preventing the water from soaking naturally into the ground.
- **Any pollutants that collect on impervious surfaces are swept directly into local streams.**



There are two basic types of stormwater pollution:

The kind that runs off as dirty storm water, also known as “non-point source” pollution, and...

The kind that gets dumped or discharged directly to the storm drain system.



Both types of pollution end up in a local stream, the Potomac River, and eventually the Chesapeake Bay.




Why do we care?

- **Our Economy** – The economic value of the Potomac River and the Chesapeake Bay is over \$1 trillion annually.



Preventing pollution in the first place is the most effective way to protect our water resources.

Why do we care?

- **Our Laws** – Virginia and federal law impose steep penalties on polluters, including up to \$32,500 in fines or 12 months in jail.



Preventing pollution in the first place is the most effective way to protect our water resources.

Why do we care?

- **Our City** – Pollution spoils local streams and resources. The City Council has adopted the goal *“The City respects, protects and enhances the health of its citizens and the quality of its natural environment.”*



Preventing pollution in the first place is the most effective way to protect our water resources.

What are the local impacts?

- Most local streams do not meet water quality standards:
 - Bacteria: Four Mile Run, Holmes Run, Backlick Run, and Cameron Run.
 - PCBs in Fish Tissue: Tidal Hunting Creek, Hoof Run, and Four Mile Run.
- Litter and trash:
 - Over 150 bags of trash collected during clean ups in FY2009.
- Most City streams are rated fair or poor for aquatic habitats.



City of Alexandria Permits

- VSMP Phase II Permit (VAR040057) – Requires Six Minimum Control Measures:
 - Public Education and Outreach
 - Public Involvement/Participation
 - Illicit Discharge Detection and Elimination
 - Construction Site Runoff Control
 - Post-Construction Runoff Management
 - Pollution Prevention/Good Housekeeping for Municipal Operations
- VPDES Combined Sewer Overflow (CSO) Permit (VA0087068).

Today's focus!

Pollution Prevention and Good Housekeeping

- The City is required to:
 - Develop and implement an operations and maintenance program to reduce non-stormwater discharges.
 - Determine appropriate BMPs and measurable goals.
 - Provide education and training for all municipal operations.



Authorized Discharges

- Uncontaminated stormwater.
- Certain “allowable” non-storm water discharges:
 - Discharges authorized by other DEQ permits
 - Uncontaminated groundwater
 - Foundation drains
 - Air-conditioner condensate without added chemicals
 - Springs
 - Uncontaminated potable water
 - Waterline and fire hydrant flushings
 - Irrigation water or lawn watering runoff
 - Water from footing drains
 - Fire-fighting training (w/o chemicals) and actual fire-fighting
 - Flows from riparian habitats and wetlands
- **All other discharges, including wash water, are considered illicit and are not authorized by the City's permit.**



Pollution Prevention Planning

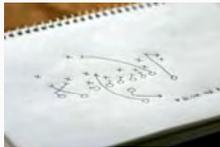


Storm Water Pollution Prevention Plan

- Planning is the first step in successfully preventing pollution.
- Consists of steps and activities designed to identify potential sources of storm water pollution or contamination.
- Establishes BMPs that will prevent or reduce pollutants in storm water runoff.
- The plan for the maintenance facility, known as a SWPPP, was adopted in 2003.



SWPPP Components



- Site Plan
- List Industrial Activities
- Identify Potential Pollution Sources
- Identify Non-Stormwater Discharges
- List BMPs (Structural and Non-structural)
- Provide BMP Implementation Schedule
- Spill Prevention and Response
- Employee Training
- Facility Inspections
- Continually Review Procedures



New Permit Requirements

- Under the City's new permit, the City must also develop inspection protocols and will inspect the following:
 - Storage yards
 - Fleet and maintenance shops
 - Outdoor storage areas
 - Waste transfer stations
 - Other facilities with the potential for significant materials exposure
- **All identified problems must be reported to DCR and will require the development of BMPs.**



Potential Sources of Pollution



Business Center Drive/Quaker Lane Facilities



Potential Sources of Pollutants

Vehicle and Equipment Parking Areas

Potential Sources of Pollutants

Material Storage Areas

Potential Sources of Pollutants

Tanks and Outdoor Storage/Transfer Areas

Potential Sources of Pollutants

Vehicle Leaks Near Storm Drain Inlets

Potential Sources of Pollutants

Salt/Sand Storage and Transfer

Potential Sources of Pollutants

Scrap Metal and Equipment Storage

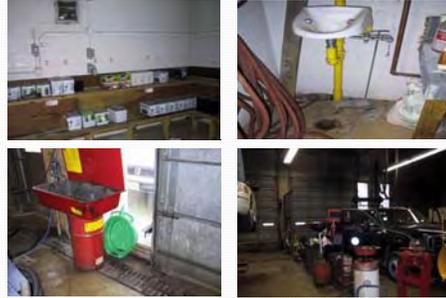
Potential Sources of Pollutants



Above Ground Storage Tanks and Liquid Transfer



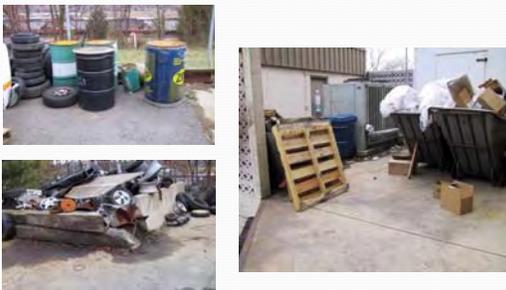
Potential Sources of Pollutants



Improperly Managed Indoor Work Areas/Spills



Potential Sources of Pollutants



Open Dumpsters and Improperly Stored Drums



Potential Sources of Pollutants



Fueling Operations



Potential Sources of Pollutants



Cleaning Materials, Paints, and Other Items



Potential Sources of Pollutants



Used Oil/Antifreeze Storage Containers



Best Management Practices





What is a BMP?

- Best Management Practice – A measure or practice used to minimize pollution entering surface waters.










Baseline BMPs

- Label hazardous substances containers properly.
- Store hazardous substances in appropriate containers.
- Clean up spills/drips/leaks promptly.
- Sweep up used dry absorb daily and dispose properly.
- Visually inspect all equipment for leaks at least daily.
- Provide secondary containment for all containers and use drip pans.







Baseline BMPs

- Check catch basins regularly; remove trash and litter and dispose properly.
- Look for any unusual stains.
- Check for unusual odors.
- Clear access to safety equipment and storage drums.
- Police exterior grounds at least bi-weekly.




Baseline BMPs

- Erosion and Sediment Control:
 - Ensure all land disturbance is done in accordance with City regulations.
 - Stabilize exposed areas as soon as possible.
 - Direct potential erosion to vegetated areas and away from storm drains.
- Vegetation Management:
 - Minimize the use of pesticides and fertilizers.
 - Always use in accordance with manufacturer instructions.






Site Specific BMPs

- Refueling Activities
 - No “topping off.”
 - Remain with vehicle at all times.
 - Provide drip pans to collect leaks.
 - Provide spill kits.
 - Minimize refueling during rain events.
- Equipment Cleaning Areas
 - Perform all cleaning at washrack.
 - Outdoor cleaning and washing are not authorized by this permit.






Site Specific BMPs

- Salt/Sand Storage
 - Cover all operations.
 - Divert run-on from storage area.
 - Used curbed containment and sweep frequently.
- Illicit Connections and Improper Discharges
 - Do not pour non-stormwater materials into any portion of the drainage system.
 - Report any discharge to the storm sewer system immediately.



Other City-Wide BMPs

- Catch Basin Cleaning
- Street Sweeping
- Dry Weather Inspection of Outfalls
- Sewer Rehabilitation
- Education and Outreach
- Stream Clean-Ups



Illicit Discharge Detection and Elimination



What NOT to do!



What is the City's program?

- Storm drains are being labeled with "do not dump" message.
- 275 of the City's 425 outfalls must be inspected during the permit period.
- The City must run a Household Hazardous Waste program.
- **City staff must be trained to identify and report signs of illicit discharges.**



What to look for/who to call?

- Any of the following should be cause for further investigation:
 - Staining at the outfall.
 - Water that is discolored, silty, sudsy, foamy, oily, or cloudy.
 - Rotten egg, chemical, chlorine, or other strong odor.
- If you suspect an illicit discharge:
 - City staff should contact the City's Office of Environmental Quality at (703) 746-4065.
 - Citizens may use the 24-hour Nuisance Abatement Hotline (703) 836-0041.
- **Always call 911 if there is the potential that the material is a hazardous substance.**



Illicit Discharge Detection and Elimination

Example 1
Construction Site
Runoff/Erosion and Sediment
Control Problem



Sediment laden discharge into Timber Branch. Stop work order issued and property owner had to submit an Erosion and Sediment Control Plan.



Illicit Discharge Detection and Elimination

Example 2
Commercial
Restaurant/Grease Pumped
into Storm Drain





Illicit Discharge Detection and Elimination

Example 3
Home Improvement
Discharge/Pool Grout Cleaned
into Storm Drain




Illicit Discharge Detection and Elimination



Other Examples

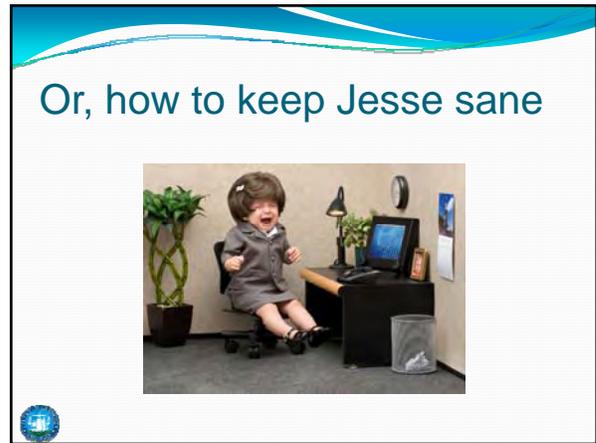
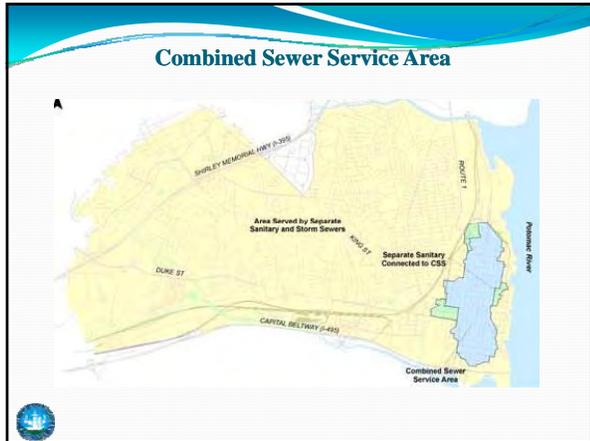
- Washing Machine Discharge
- Swimming Pool Discharge
- Interior Floor Drain Discharge
- Dumping of Waste Managers



Combined Sewer Overflow

- Portions of Alexandria are served by a combined sanitary and storm sewer system (CSS).
- During times of heavy and prolonged rain, the CSS may overflow and discharge directly to surface waters.
- The City has a separate permit for this area to minimize overflow potential.
- Discharges should be reported immediately.



Walk Through Observations



Cover Open Dumpsters/Recycle Bins

Walk Through Observations



Sediment, Leaves, Debris, and Sand

Routinely Inspect and Clean Out Inlets; Install Storm Drain Markers; Do Not Store Materials Near Drains; Install Catch Basin Inserts

Walk Through Observations



Cover metals that may corrode such as galvanized and copper

In Review: the easiest way to prevent stormwater pollution is to stop it at the source



QUESTIONS?



Jesse Maines
 Water Quality Compliance Specialist
 T&ES, Office of Environmental
 Quality
 (703) 746-4071



Safety Training Day

June 28, 2010

2900 Business Center Drive

Alexandria, VA 22314

8am-12pm

	Sign In	Print Name	Time
1.	<i>W Powell</i>	WALTER Powell	0700
2.	<i>William Douglas</i>	William Douglas	7:00
3.	<i>Glenn Powell</i>	Glenn Powell	7:00
4.	<i>Willie Puffin</i>	Willie Puffin	7:00
5.	<i>Johnny B Smith</i>	Johnny B Smith	0700
6.	<i>Daniel Murray</i>	DANIEL MURRAY	7:00
7.	<i>John Ware</i>	JOHN WARE	7:00
8.	<i>Go</i>		
9.	<i>Marvin Paz</i>	MARVIN PAZ	7:00
10.	<i>Billy Wilks</i>	BILLY WILKS	7:00
11.	<i>Rashaad Williams</i>	RASHAAD WILLIAMS	7:00
12.	<i>George R Martin</i>	George R Martin	
13.	<i>Fred Bell</i>	FRED BELL	7:30
14.	<i>Christopher Watson</i>	Christopher Watson	7:00
15.	<i>Wilbert Blackmon</i>	Wilbert Blackmon	7:35

Sign In

Number
Name

Time

16.			
17.	Rob Simmons		8:00
18.	Wade Weeks		8:00
19.			
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AD



City of Alexandria, Virginia

MS4 Pollution Prevention and Good Housekeeping for Municipal Operations Sign In Sheet

Sessions will be in Three separate 2-hr Blocks
Please Sign In for only one of the time slots

7:30 am - 9:30 am

Print Name	Signature	Department / Division
Ernest H. Williams	[Signature]	T&S - Maintenance
JOSEPH RUBINOWY	[Signature]	T&S - Maintenance
Dwain Parker	[Signature]	T&S - Maintenance
KATH KETTER	[Signature]	T&S - Maintenance
JUAN REPARRICE	[Signature]	T&S - Maintenance
Raymond MAWLE	[Signature]	T&S - Maintenance
Davis McLoy	[Signature]	T&S - Solid Waste
TERRELL WILSON	[Signature]	T&S - Maintenance
Robert Anderson	[Signature]	T&S - Maintenance
Larry Thompson	[Signature]	T&S - Maintenance
George Gustafson	[Signature]	T&S - Maintenance
Melvin Entwistle	[Signature]	T&S - Maintenance
James Reeves	[Signature]	T&S Solid Waste
Wilbert Blackmon	[Signature]	T&S
raig Alexander	[Signature]	Maintenance
Kevin Williams	[Signature]	ARCA
STEVE CAMPBELL	[Signature]	PARKS

Please contact Jesse Maines, T&S / OEQ at 703-746-4071 or by email if you have any questions.

City of Alexandria
MS4 Annual Reporting Period 2009-2010
BMP 6F –Pollution Prevention Protocols and Inspection

New permit requirements also focus on establishing schedules, inspection procedures, and protocols to reduce illicit discharges from municipal operations. The purpose of this BMP is to ensure that all municipal services are managed in a manner to eliminate or reduce stormwater pollution to the maximum extent practicable.

T&ES-OEQ developed municipal facility inspection procedures and protocols to identify and prevent illicit discharges from municipal sources. The City's Stormwater Program Inspection Checklist was used to evaluate a number of municipal facilities. The following information summarizes items that required follow up and any follow up activities performed.

T&ES Maintenance Division at 2900 Business Center Drive

- Sign in place directing staff to use wash rack at 133 S. Quaker Lane.

T&ES Maintenance Division at 133 South Quaker Lane

- 133 S. Quaker Lane: Shared dumpster needs lid. Repair is in progress.
- 133 S. Quaker Lane: Calcium chloride and brine tanks have been labeled.

General Services Fueling Station at 3550 Wheeler Avenue

- Continue to provide spill absorbent materials and remove these daily.

General Services Fleet Services Division at 133 South Quaker Lane

- Dumpster lids are missing. This is noted and lids will be ordered.

T&ES Solid Waste Recycling and HHW at Wheeler Avenue (Site has moved to 3224 Colvin Street August 2010 and an informal visit was performed on 8/19/2010)

- Empty tank in back corner not labeled. This has been labeled.
- Open bungs on presumed empty 55-gallon drums. Addressed.

T&ES Solid Waste at 2900 Business Center Drive and 133 South Quaker Lane

- 133 S. Quaker Lane: Shared dumpster needs lid. Repair is in progress.
- 133 S. Quaker Lane: Leaking vehicles are brought to Fleet for repair. Drip pans or other program elements are in the works to address leaks prior to repair.

T&ES Transportation Division Impound Lot at 5249 Eisenhower Avenue

- Hay bales around yard inlets have gaps. Additional hay bales placed and no gaps.
- 55-gallon drums observed onsite were not properly labeled. Staff stated that the drums contained auger tailings from previous geotechnical explorations for planned future development of the parcel. Staff is in the process of having this addressed by the consultant.

RP&CA Equipment Yards at 2900 Business Center Drive, 133 Quaker Lane, Hensley Park, and Fort Ward Park

- 2900 Business Center Drive: Cover the shared roll-off dumpster with tarp or similar device. This dumpster contains "yard waste" type of material. This shared dumpster will be taken

over by Solid Waste in the next fiscal year. Informed Solid Waste of this need and it will be addressed.

- 133 S. Quaker Lane: Shared dumpster needs lid. Repair is in progress.

Alexandria Fire Department at Various Stations

- Dumpster lids are needed at Fire Station (FS) 208 and 204. The stations are in the process of getting the lids repaired. No hazardous material is placed in these receptacles.
- FS 206 Prop vehicle contains engine fluids, but there are no visible signs of leaks or spills. The prop is used in extraction training exercises. Future steps will be taken to remove engine fluids before vehicles are brought onsite.
- Batteries and metals stored outside for pickup need to be covered. Steps have been taken to cover these materials with tarps while awaiting pickup.



City of Alexandria

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

FD

Date:

Building/ Area: FS702/213 E. Windsor

Preparer:

1. GOOD HOUSEKEEPING PROCEDURES

YES NO N/A

a.) Are work areas and floors clean and dry?

Required Action _____

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action _____

2. MATERIALS HANDLING AND STORAGE

YES NO N/A

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action _____

d.) Are all containers closed and not filling with rainwater?

Required Action _____

e.) Are all containers in good condition (free of leaks, spills, and corrosion)?

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action _____

- most containers are props

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action <u>engine wash performed @ Fleet</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action <u>Engine wash performed @ Fleet</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



City of Alexandria

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

FD

Date: 6/30/2010 Building/ Area: FS 208 175 N. Paxton Preparer: [Signature]

1. GOOD HOUSEKEEPING PROCEDURES	YES	NO	N/A
a.) Are work areas and floors clean and dry? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are there any visible leaks or potential sources for discharge of significant material? Required Action _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c.) Are containment dikes (secondary containment) in good condition, with valves closed? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dumpsters closed? Required Action <u>MISSING 2 of 4 lids</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. MATERIALS HANDLING AND STORAGE	YES	NO	N/A
a.) Is there adequate space and organization in outdoor storage areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are containers in generally good condition? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are items in storage properly labeled to indicate contents? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are all containers closed and not filling with rainwater? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e.) Are all containers in good condition (free of leaks, spills, and corrosion)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f.) Are there less than 55 gallons of hazardous waste for each accumulation area? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action <i>vehicles washed onsite, but engine washed Fleet</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action <i>only outside washed onsite</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

engines washed Fleet.



City of Alexandria

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

FD

Date: 6/30/2010 Building/ Area: FS200 4609 Seminary rd Preparer: [Signature]

Table with 4 columns: Question, YES, NO, N/A. Section 1: GOOD HOUSEKEEPING PROCEDURES. Section 2: MATERIALS HANDLING AND STORAGE.

* Prop vehicle contains engine fluids - no visible leaks/spills. Steps will be taken to remove engine fluids before the vehicles are brought onsite.

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action <u>outside washed onsite, engine wash a flat</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



City of Alexandria

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

FD

Date: 6/30/10

Building/ Area: FS 204
900 Second St

Preparer: JEM

1. GOOD HOUSEKEEPING PROCEDURES

YES NO N/A

a.) Are work areas and floors clean and dry?

Required Action _____

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action need lids

2. MATERIALS HANDLING AND STORAGE

YES NO N/A

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action _____

d.) Are all containers closed and not filling with rainwater?

Required Action _____

e.) Are all containers in good condition (free of leaks, spills, and corrosion)?

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action _____

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action <u>engine washing performed a float</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action <u>Stormceptor requires maintenance</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



City of Alexandria

FD

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: Building/ Area: Wheeler Ave Bays Preparer: Jem

Table with 4 columns: Question, YES, NO, N/A. Section 1: GOOD HOUSEKEEPING PROCEDURES. Section 2: MATERIALS HANDLING AND STORAGE.

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



City of Alexandria

FLEET

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

at John Franco

Date: 10/18/10

Building/ Area: 133 S. Quaker

Preparer: JEM

1. GOOD HOUSEKEEPING PROCEDURES

a.) Are work areas and floors clean and dry?

Required Action _____

YES NO N/A

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action Getting lids

2. MATERIALS HANDLING AND STORAGE

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

YES NO N/A

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action _____

d.) Are all containers closed and not filling with rainwater?

Required Action _____

e.) Are all containers in good condition (free of leaks, spills, and corrosion)?

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action _____



CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action <u>Fleet (maintenance) is indoors</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action <u>* No SW Quality BMP</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



City of Alexandria
CITY OWNED FACILITIES

FLEET SERVICES
w/ John Franke

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: 6/18/10

Building/ Area: Fuel Island

Preparer: Jen

1. GOOD HOUSEKEEPING PROCEDURES

a.) Are work areas and floors clean and dry?

Required Action _____

YES NO N/A

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action _____

2. MATERIALS HANDLING AND STORAGE

YES NO N/A

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action _____

d.) Are all containers closed and not filling with rainwater?

Required Action _____

e.) Are all containers in good condition (free of leaks, spills, and corrosion)?

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action Sand is available for spills

CITY OWNED FACILITIES
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued

3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



City of Alexandria
CITY OWNED FACILITIES

RPCA

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: 10/16/10	Building/ Area: Hensley Park / Eisenhower Ave ⁴²⁰⁰	Preparer: JEM
1. GOOD HOUSEKEEPING PROCEDURES		YES NO N/A
a.) Are work areas and floors clean and dry? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
b.) Are there any visible leaks or potential sources for discharge of significant material? Required Action _____		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
c.) Are containment dikes (secondary containment) in good condition, with valves closed? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
d.) Are dumpsters closed? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2. MATERIALS HANDLING AND STORAGE		YES NO N/A
a.) Is there adequate space and organization in outdoor storage areas? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b.) Are containers in generally good condition? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
c.) Are items in storage properly labeled to indicate contents? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
d.) Are all containers closed and not filling with rainwater? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
e.) Are all containers in good condition (free of leaks, spills, and corrosion)? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
f.) Are there less than 55 gallons of hazardous waste for each accumulation area? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



City of Alexandria
CITY OWNED FACILITIES

RPCA

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: <u>6/16/10</u>	Building/ Area: <u>2900 Business</u>	Preparer: <u>JEM</u>
1. GOOD HOUSEKEEPING PROCEDURES		YES NO N/A
a.) Are work areas and floors clean and dry? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b.) Are there any visible leaks or potential sources for discharge of significant material? Required Action _____		<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
c.) Are containment dikes (secondary containment) in good condition, with valves closed? Required Action _____		<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
d.) Are dumpsters closed? <i>*shared</i> Required Action <u>No tarp on roll-off (sw will take over all trash 7/1/10)</u>		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
2. MATERIALS HANDLING AND STORAGE		YES NO N/A
a.) Is there adequate space and organization in outdoor storage areas? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b.) Are containers in generally good condition? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
c.) Are items in storage properly labeled to indicate contents? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
d.) Are all containers closed and not filling with rainwater? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
e.) Are all containers in good condition (free of leaks, spills, and corrosion)? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
f.) Are there less than 55 gallons of hazardous waste for each accumulation area? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>

* Roll off dumpster is shared with others.

Send scan
field rpt.



City of Alexandria
CITY OWNED FACILITIES

RPCA

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: <u>6/16/10</u>	Building/ Area: <u>133 S. Quarter</u>	Preparer: <u>Jon</u>
1. GOOD HOUSEKEEPING PROCEDURES		YES NO N/A
a.) Are work areas and floors clean and dry? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b.) Are there any visible leaks or potential sources for discharge of significant material? Required Action _____		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
c.) Are containment dikes (secondary containment) in good condition, with valves closed? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
d.) Are dumpsters closed? Required Action <u>*shared dumpster. Lid in progress</u>		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
2. MATERIALS HANDLING AND STORAGE		YES NO N/A
a.) Is there adequate space and organization in outdoor storage areas? Required Action _____		<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b.) Are containers in generally good condition? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
c.) Are items in storage properly labeled to indicate contents? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
d.) Are all containers closed and not filling with rainwater? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
e.) Are all containers in good condition (free of leaks, spills, and corrosion)? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
f.) Are there less than 55 gallons of hazardous waste for each accumulation area? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored? Required Action _____		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST, Continued

3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action <u>Previously maintained *</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**shared responsibility*



City of Alexandria

TRES - SW

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: 6/10/10

Building/ Area: HHW Site - Wheeler

Preparer: JEM

1. GOOD HOUSEKEEPING PROCEDURES

a.) Are work areas and floors clean and dry?

Required Action _____

YES NO N/A

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action _____

2. MATERIALS HANDLING AND STORAGE

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

YES NO N/A

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action tank back cover not labeled.

d.) Are all containers closed and not filling with rainwater? tarp used oil &

Required Action Close bungs on 55-gal drums; antifreeze 2nd try

e.) Are all containers in good condition (free of leaks, spills, and corrosion)? Contaminant

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action _____

• Nickel-Cd vehicle batteries stored outside not under cover.

• some illegal dumping that is tough to control.

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



City of Alexandria

TRES-SW

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: 6/10/10

Building/ Area: 133 S. Quaker

Preparer: JEM

1. GOOD HOUSEKEEPING PROCEDURES

a.) Are work areas and floors clean and dry?

Required Action _____

YES NO N/A

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action shared dumpster - place lid

2. MATERIALS HANDLING AND STORAGE

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

YES NO N/A

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action _____

d.) Are all containers closed and not filling with rainwater?

Required Action _____

e.) Are all containers in good condition (free of leaks, spills, and corrosion)?

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action _____

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action <u>Program in the works - specs in progress</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



City of Alexandria

CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: 6/4/10

Building/ Area: 133 S. Quaker Ln

Preparer: JEM

1. GOOD HOUSEKEEPING PROCEDURES

a.) Are work areas and floors clean and dry?

Required Action _____

YES NO N/A

b.) Are there any visible leaks or potential sources for discharge of significant material?

Required Action _____

c.) Are containment dikes (secondary containment) in good condition, with valves closed?

Required Action _____

d.) Are dumpsters closed?

Required Action check ownership / lid or tarp. * Shared

2. MATERIALS HANDLING AND STORAGE

a.) Is there adequate space and organization in outdoor storage areas?

Required Action _____

YES NO N/A

b.) Are containers in generally good condition?

Required Action _____

c.) Are items in storage properly labeled to indicate contents?

Required Action In Progress (CaCl₂ & Brine)

d.) Are all containers closed and not filling with rainwater?

Required Action _____

e.) Are all containers in good condition (free of leaks, spills, and corrosion)?

Required Action _____

f.) Are there less than 55 gallons of hazardous waste for each accumulation area?

Required Action _____

g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored?

Required Action _____

**CITY OWNED FACILITIES
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued**

3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*provide
incomf.
spec. to
staff **



City of Alexandria
CITY OWNED FACILITIES

STORMWATER PROGRAM INSPECTION CHECKLIST

Date: 6/18/10

Building/ Area: Impound Lot

Preparer: JEM

1. GOOD HOUSEKEEPING PROCEDURES	YES	NO	N/A
a.) Are work areas and floors clean and dry? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are there any visible leaks or potential sources for discharge of significant material? Required Action _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c.) Are containment dikes (secondary containment) in good condition, with valves closed? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d.) Are dumpsters closed? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. MATERIALS HANDLING AND STORAGE	YES	NO	N/A
a.) Is there adequate space and organization in outdoor storage areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are containers in generally good condition? Required Action <u>* 55 gal drums not labeled</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are items in storage properly labeled to indicate contents? Required Action <u>55-gal drums not labeled (see f. below)</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d.) Are all containers closed and not filling with rainwater? (<u>labeled w/ Sharpie</u>) Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e.) Are all containers in good condition (free of leaks, spills, and corrosion)? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f.) Are there less than 55 gallons of hazardous waste for each accumulation area? Required Action <u>Not labeled - geotech boring tailings</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g.) Is emergency/ contingency equipment accessible to the accumulation area if hazardous waste is stored? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

w/ James Rodney & Jim Neurohn

(Copy Bob Garback ^{SP?})
Div Chief.

later note:

* Contact Jeremy McPike re: 55-gal drums labeling.

(They are apparently contracting site work for proposed Fire Str.

CITY OWNED FACILITIES			
STORMWATER PROGRAM INSPECTION CHECKLIST, Continued			
3. PERSONNEL TRAINING AND RECORD KEEPING	YES	NO	N/A
a.) Is a program in place to train employees on stormwater pollution prevention? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Are employees trained on proper spill prevention and response for the materials which they handle? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are employees trained in Spill Prevention and Response, Pollution Prevention and Good Housekeeping practices? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are inspection records kept up to date? Required Action _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. LIQUID STORAGE IN ASTs AND FUELING	YES	NO	N/A
a.) Does the Facility have an updated Spill Prevention and Response Plan? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.) Is secondary containment provided for tanks and/or fueling areas? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.) Are fueling areas protected from precipitation and run-on? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.) Are dry cleanup methods used, swept up, containerized and disposed properly? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. VEHICLE AND EQUIPMENT MAINTENANCE AND WASHING *	YES	NO	N/A
a.) Are vehicles and equipment checked for leaking fluids? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Are maintenance activities performed indoors where practical? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Is wash water contained or otherwise kept out of the storm drainage system? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. PREVENTIVE MAINTENANCE	YES	NO	N/A
a.) Are vehicles and equipment regularly inspected for leaks/spills that could enter the storm water system? Are fluids captured properly from leaking vehicles? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b.) Is a program in place to capture persistent leaking and dripping from vehicles and equipment? Are they routinely repaired or replaced? Required Action _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c.) Are storm water management devices routinely inspected and maintained (e.g., stormwater BMP facilities, cleaning catch basins and clogged inlets)? Required Action <i>Hay Bales on YI's - gaps @ ends</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

* Impound lot - mechanical upkeep not scope