



Date: February 18, 2011

Scope of Services Summary

File: NCTCOG Scope 2011

Background

The Freese and Nichols, Inc. (FNI) iSWM Team was selected by North Central Texas Council of Governments (NCTCOG) for a three (3) year contract to complete updates, training, and implementation for the iSWM Design Manual for Site Development and the iSWM Design Manual for Construction. The FNI iSWM Team consists of the following firms:

- Freese and Nichols, Inc.
- AMEC Earth and Environmental, Inc.
- Martich Professional Services, PLLC
- Strategic Community Solutions, PLLC
- Low Impact Development Center

The scope of work, schedule, and budget for each task order will be determined based on the specific roles and responsibilities for the individual firms for each specific task order. Itemized hours and costs by individual firms will be presented to NCTCOG for each Task Order. The purpose of this document is to establish the individual tasks, schedule and budget to be contained in Task Order No. 5.

All work under this task order will be completed in accordance with the master agreement executed between FNI and NCTCOG, dated January 22, 2009.

Scope of Services Summary

Four tasks have been outlined for Task Order No. 5 with completion by September 30, 2011.

1. Address Licensing Issues

- COG, with FNI input, will develop and administer a survey of municipalities to determine which local governments have adopted, referenced, or incorporated select sections of the iSWM Program.
- FNI will review the survey data obtained and develop recommendations on how to address the different levels of involvement between municipalities. Prepare and present a memo of the survey results to COG staff and the IIC along with recommendations. Record any comments and incorporate those that are agreed upon to finalize the licensing recommendations.

2. Develop Method for Recording and Distributing Corrections

- Develop a list of different methods for collecting and distributing data for the iSWM Criteria Manual and the rest of the iSWM program, including the iSWM Technical Manual. In consultation with COG staff and the IIC, select the preferred method of recording and distribution.



3. Training on Program Implementation and Water Quality

- Program Implementation Course
 - Develop and conduct one session of a training course for iSWM Program Implementation that will cover the different methods of implementation that have occurred in the region, a brief review of how the adoption of the iSWM Criteria Manual is handled, other considerations when adopting an iSWM Program (ordinances, technical manuals, etc.).
- Technical Water Quality Training Course
 - Develop and conduct two sessions of a technical training course for Water Quality that will cover the different options in the iSWM Criteria Manual, examples of how to use each option, setting water quality applicability for redevelopment, BMP criteria and design, examples of BMPs in use around the region and will consist of a "hands-on" training exercise for the participants.
- iTools
 - Develop a brochure for iTools based on the Program Implementation presentation that will include methods of implementation, other factors to consider, testimonials from cities who have been through implementation, and questions and answers from the class presentation.
 - Develop materials for iTools based on the technical Water Quality presentation that will include the examples and materials discussed in the class, frequent questions and answers, and BMPs in the region.

4. On-call Technical Assistance

- FNI will provide additional on-call technical assistance to NCTCOG regarding the iSWM Program. Charges will be authorized by the NCTCOG project manager in advance.

DRAFT

Status of iSWM Manual Implementation to Date

March 8, 2011

City	Agreement Type / Date	Manual Version	Water Quality Criteria	Streambank Protection	Design Storms	Downstream Assessment	Comments
Azle	Full License 11/07	2006					
Benbrook	Full License 2/08	2010	All options allowed; point system not used	Required	1-, 25-, and 100-year storms	Required	Phased Implementation – Voluntary
Dallas		2006					
Fort Worth		2006	Not required	Not required	2-, 10-, and 100-year storms	Yes. See "Adequate Outfall"	2010 Manual scheduled for City Council action early 2011
Frisco							License Agreement & Letter mailed October 2010
Glenn Heights	Full License 10/10	2010					
Grand Prairie	Limited Use	2006					Original Limited Use Agreement ~ 2007 Amended Limited Use Agreement sent to GP 11/10
Lakeside	Full License 4/09	2006					
Mansfield	Full License 12/09	2006					
Northlake	Full License 3/10	2006					
Roanoke	Full License 11/07	2006					
Southlake	Full License 12/07	2006					
Arlington							Working on iSWM Implementation
Cedar Hill							Considering iSWM implementation
Denton							Considering iSWM implementation
DeSoto							Contacted COG regarding iSWM implementation

City	Agreement Type / Date	Manual Version	Water Quality Criteria	Streambank Protection	Design Storms	Downstream Assessment	Comments
Duncanville							Has hired F&N to implement iSWM.
Garland							Discussions ongoing
Plano							Has hired F&N to implement iSWM. Considering integrating iSWM into existing ordinances
The Colony							Has hired Haiff to update drainage manual. Limited iSWM implementation being considered
Allen							Stormwater Management Program (SWMP) states city will consider iSWM
Addison							SWMP states city will consider iSWM
Lewisville							SWMP states city will consider iSWM
McKinney							SWMP states city will consider iSWM
North Richland Hills							SWMP states city will consider iSWM
Reno							SWMP states city will consider iSWM
Richland Hills							SWMP states city will consider iSWM
Rockwall							SWMP states city will consider iSWM
Tarrant County							SWMP states county will consider iSWM
University Park							SWMP states city will consider iSWM