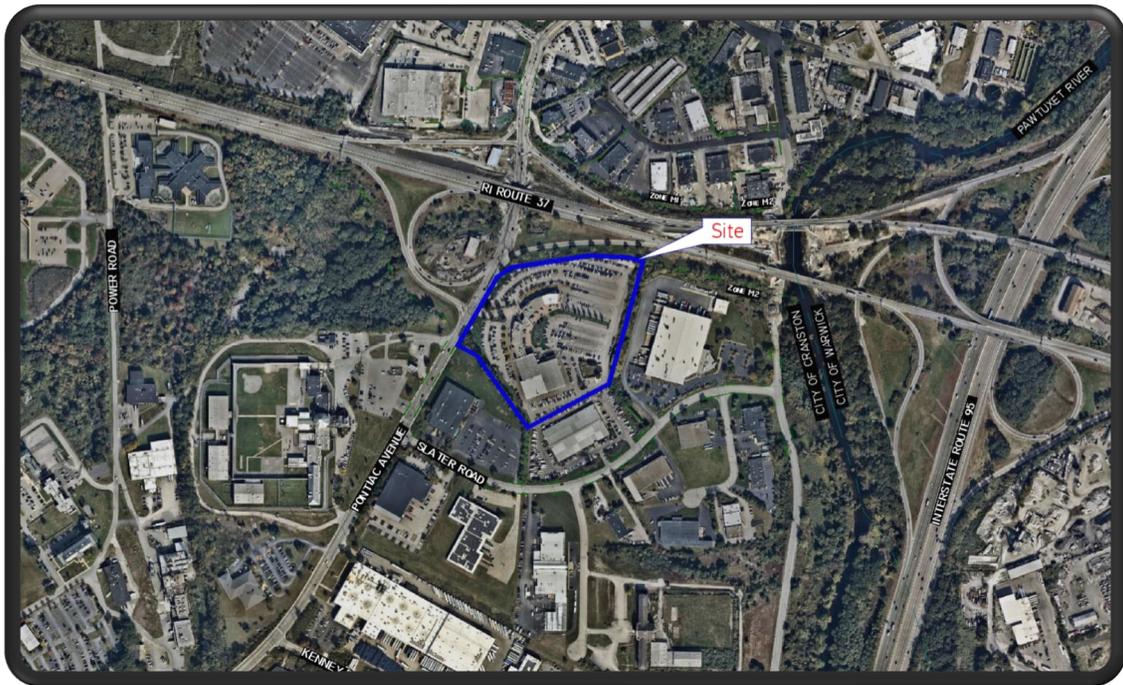




# Stormwater System Operation & Maintenance Plan



## Tasca Building Expansion

Located in Cranston, RI

Applicant: Tasca Enterprise, Inc.

7-29-2022

Revised 09-22-2022

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## Operation & Maintenance Plan Overview

An essential component of a successful Stormwater System (SS) is the ongoing Operation and Maintenance (O&M) of the various components of the stormwater drainage, control, and conveyance systems. These components include swales, pipes, catch basins, and treatment/ control devices are commonly referred to as Best Management Practices (BMPs). Failure to provide effective maintenance can reduce the hydraulic capacity and the pollutant removal efficiency of stormwater practices.

Many people expect that stormwater facilities will continue to function correctly forever. However, it is inevitable that deterioration of the stormwater system will occur once it becomes operational. The question is not whether stormwater system maintenance is necessary but how often.

This plan has been developed to proactively address operations and maintenance to minimize potential problems and maximize potential stormwater runoff treatment and management. Ongoing inspections and maintenance will extend the service life of the Best Management Practices.

This plan addresses:

1. Stormwater management system(s) owners;
2. The party or parties responsible for operation and maintenance, including how future property owners will be notified of the presence of the stormwater management system and the requirement for proper operation and maintenance;
3. A description and delineation of public safety features;
4. The routine (scheduled) and non-routine (corrective) maintenance tasks for each BMP to be undertaken after construction is complete and a schedule for implementing those tasks;
5. A plan that is drawn to scale and shows the location of all stormwater BMPs in each treatment train along with the discharge point;
6. An estimated operation and maintenance budget; and
7. Funding source for operation and maintenance activities and equipment.

A major contributor to unmaintained stormwater facilities is a lack of clear ownership and responsibility definition. In order for an inspection and maintenance program to be effective, the roles for each responsibility must be clearly defined prior to construction of a system. This can be accomplished with a maintenance agreement between the site owners and the responsible authority.

This report is suitable for recording as an attachment to a maintenance agreement between the site owner and the responsible authority. A copy of a sample agreement prepared by RIDEM is attached to this report as Appendix B.

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## Stormwater System Owner / Party Responsible for O&M

Stormwater BMPs are maintained during construction by the site contractor as identified in the Soil Erosion and Sediment Control Plan (SESC) for the site. A copy of the SESC is required to be kept on site during construction. The SESC requires maintenance and inspection of the BMPs during the construction phase of project and requires a log be kept of these activities. Once construction is complete and the contractor's warranty period is elapsed, the contractor must obtain the signature of the stormwater system's owner releasing the contractor from his maintenance and inspection responsibilities. A copy of this release of contractor's responsibility must be attached to this document.

The property owner will also be the owner of the stormwater system. Upon completion of construction, the owner of the property along with mailing and emergency contact information must be added below.

Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

### Transfer of Ownership

In the event that the owner of the property changes, the current owner (grantor) must provide a copy of this document to the new owner (grantee). The new owner must notify the Rhode Island Department of Environmental Management of the change of ownership and provide a signed updated Operations and Maintenance Plan to the Rhode Island Department of Environmental Management.

The Stormwater System Owner is the Party Responsible for the ongoing O&M of the system.

The two key components to adequately maintain the stormwater infrastructure are:

1. Performance of periodic and scheduled inspections
2. Performance of scheduled maintenance

The actual operation and maintenance of the system may be performed by a third party designated by the owner. If the owner contracts with a third party for O&M the name, address, and emergency contact information must be added below, and updated if the third party designee changes.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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## Public Safety

Public safety was a critical factor in designing the stormwater system. Public safety features included in this design are:

- Accessibility to Stormwater BMPs
- Winter & Non-Winter Maintenance

### Accessibility to Stormwater BMPs

As shown on the site plans, all stormwater BMPs are accessible from the parking areas via access covers/hatches.

### Winter Maintenance

The following tasks must be performed to protect public safety during the winter season:

- Roadways and parking lots will be salted/ sanded/ plowed in accordance with applicable City of Cranston and RIDOT guidelines;
- Inspect the open and closed drainage networks adjacent to the snow stockpiles to ensure they are free of clogging and debris;
- Inspect roadways and drainage structures post-storm event to alleviate any signs of icing or damming.

### Non-Winter Maintenance

The following tasks must be performed to protect public safety during the non-winter seasons:

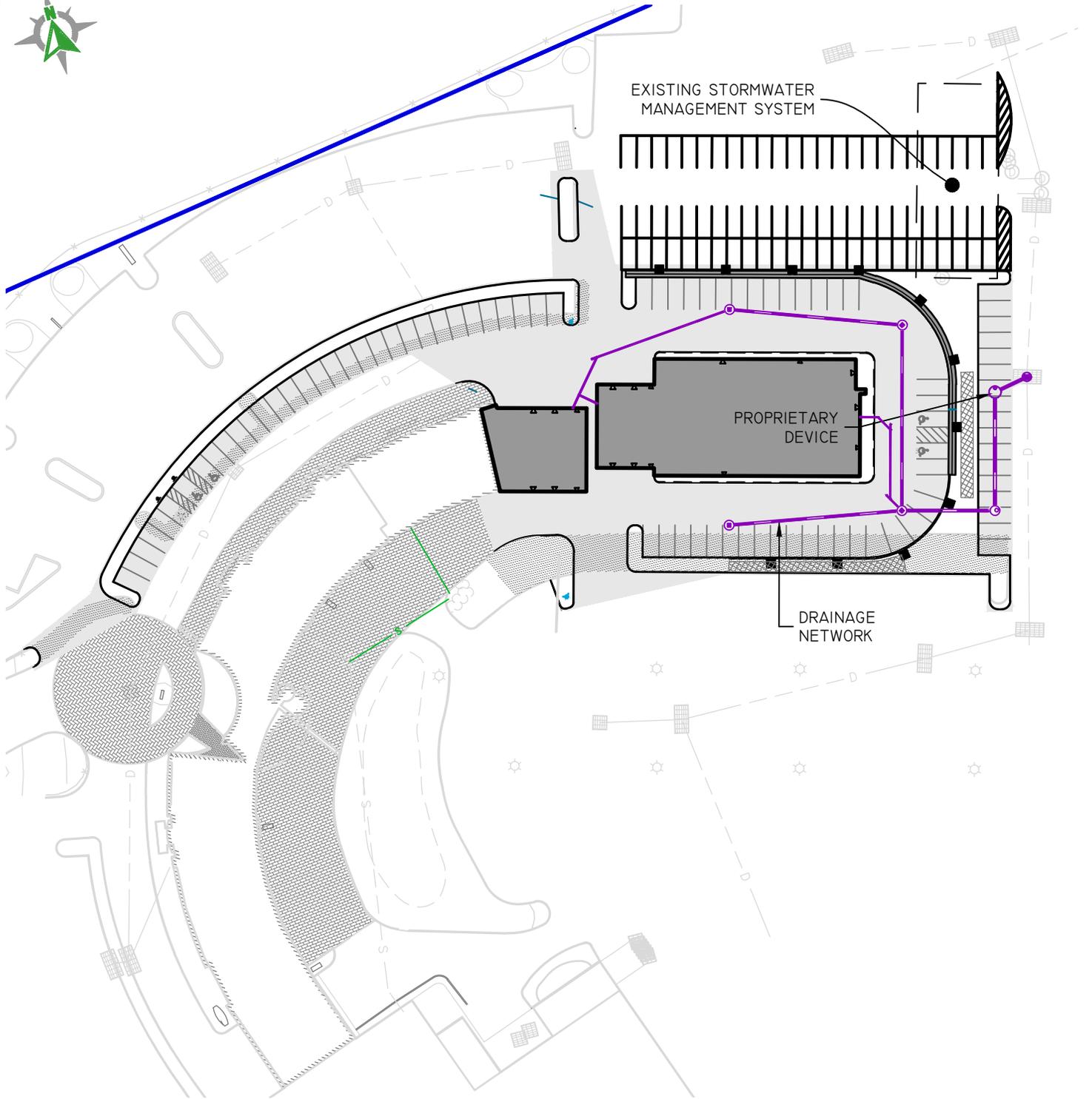
- Roadways and parking lots will be swept in accordance with applicable City of Cranston and RIDOT guidelines;
- The stormwater management systems must be inspected and maintained in accordance with the enclosed Operations & Maintenance Plan.

Particular care must be taken in the operation and maintenance of these features.

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## Stormwater System Plan

A plan identifying each component of the stormwater system is included on the following page.



SCALE: 1"=80'



SHEET

OF 1

# OPERATIONS & MAINTENANCE

## TASCA BUILDING EXPANSION

CRANSTON, RHODE ISLAND

PREPARED FOR:

**TASCA ENTERPRISE, INC.**

1300 PONTIAC AVENUE  
CRANSTON, RHODE ISLAND 02920

DATE:  
9-22-2022



## DiPrete Engineering

Two Stafford Court Cranston, RI 02920  
tel 401-943-1000 fax 401-464-6006 www.diprete-eng.com

**Boston • Providence • Newport**

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## Inspections & Maintenance

Inspections must be performed on a regular basis and scheduled based on the BMP type and configuration. It is not mandatory that all inspectors be trained engineers, but they must have some knowledge or experience with stormwater systems and in general, trained stormwater engineers should direct the inspectors. Follow-up inspections by registered professional engineers must be performed where a routine inspection has revealed a question of structural or hydraulic integrity affecting public safety.

Not all inspections can be conducted by direct human observation. For subsurface systems, video equipment may be required. There may be cases where other specialized equipment is necessary. The inspection program must be tailored to address the operational characteristics of the system.

The inspection process must document observations made in the field and must cover structural conditions, hydraulic operational conditions, evidence of vandalism, condition of vegetation, occurrence of obstructions, unsafe conditions, and build-up of trash, sediments and pollutants.

Maintenance of the stormwater management system is essential and can be divided into two types, scheduled and corrective.

Scheduled maintenance tasks are those that are typically accomplished on a regular basis and can generally be scheduled without referencing inspection reports. These items consist of such things as vegetation maintenance (such as mowing) and trash and debris removal. These tasks are required at well-defined time intervals and are a requirement for all stormwater structural facilities.

Corrective maintenance tasks consist of items such as sediment removal, stream bank stabilization, and outlet structure repairs that are done on an as-needed basis. These tasks are typically scheduled based on inspection results or in response to complaints.

Since specialized equipment may be required, some maintenance tasks can be effectively handled on a contract basis with an outside entity specializing in that field. In addition, some maintenance may also require a formal design and bid process to accomplish the work.

Appendix A provides an "Inspection Schedule & Maintenance Checklist" for the stormwater system components on this site. Completed checklists must be maintained as an ongoing record of inspections for each component of the stormwater system.

In addition to the maintenance of the stormwater system, maintenance of other site improvements can significantly enhance the ability for the BMPs to function as designed. Several of these have been listed below, along with the recommended maintenance.

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## Lawn, Garden and Landscape Management

- Lawns should be cut no shorter than 1-1/2" in the spring and fall to stimulate root growth, and no shorter than 2 to 3 inches throughout the summer.
- Infiltration ponds should be mowed at least twice per year.
- Fertilize no more than twice per year, once in May-June and once in September-October.
- Avoid spreading fertilizer on impervious surfaces.
- Weeds should be dug or pulled out. Large areas of weeds can be removed by covering with large plastic sheet(s) for a few days.
- Chemical pesticides should be used as a last resort. A healthy lawn is naturally disease resistant.
  - Visible insects can be removed by hand, by spraying with water, or even vacuum cleaning.
  - Store bought traps, specific for a species, can be used.
  - Slugs and other soft bodied insects can be eliminated using diatomaceous earth.
  - Plants infected with bacteria and fungi should be removed and disposed of.
  - Beneficial organisms should be maintained on the property and should be encouraged/ attracted to the property. Homeowners and property facility maintenance personal should become familiar with beneficial organisms.
- Irrigation should be minimal if required at all. Most lawns do not require watering and will become dormant during dry periods.
  - Established lawns require no more than one inch of water per week.
  - Areas should be watered before 9am to avoid evaporation.

## Road and Parking Area Management

### Street and Parking Lot Sweeping

- All street and parking areas on site must be swept a minimum of 2 times per year.

### Deicing:

- Salt storage areas must be completely covered and located on an impervious surface.
- Runoff must be contained in appropriate areas.
- See The Rhode Island Stormwater Design and Installation Standards Manual Appendix G for approved deicing agents and ways to reduce deicer impacts. The manual Appendices can be found online at:  
<http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/stwater/pdfs/swdsnapd.pdf>

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Sealants:

- Only asphalt based sealants are permitted, no coal-tar based asphalt sealants can be used on site.

Snow Removal:

- Snow must not be dumped in any water body including rivers, reservoirs, ponds, lakes, wetlands, bays, or the ocean.
- Avoid disposing of snow on top of storm drain catch basins or stormwater drainage swales or ditches.
- Snow must be stored in upland areas, not in or adjacent to water bodies or wetlands. Snow must be stored in a location that will allow snow melt and enter the onsite drainage system so it can be treated by onsite BMPs.

Solid Waste Containment

- Trash and recycling receptacles must be located onsite for all commercial areas.

*Reference; Additional information relating to operation and maintenance of specific BMPs can be found in the Rhode Island Stormwater Design and Installation Standards Manual.*

[www.dem.ri.gov/pubs/regs/regs/water/swmanual.pdf](http://www.dem.ri.gov/pubs/regs/regs/water/swmanual.pdf)

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## Estimated Inspections & Maintenance Budget

It is important to be able to budget for the O&M costs associated with the stormwater system. To assist the owner in budgeting, below is an estimate of the costs that may be incurred in maintaining the system. The costs have been estimated on a yearly basis.

### Contech Jellyfish Filter:

There is one Jellyfish Filter stormwater system included on-site. This system should be inspected twice per year. The Jellyfish Filter stormwater system is estimated to cost approximately \$1,000 per year to maintain. This is only an estimate and costs may vary due to Site specific sediment load. Inspection and maintenance to follow manufacturer recommendations that are attached to this report.

Based on the costs outlined above, the stormwater system will cost approximately \$1,000 per year to maintain. This is only an estimate and costs may vary.

These costs are the responsibility of the stormwater system owner. Funding for the costs will be provided by the owner.

*Reference; Maintenance costs are based on information provided by Horsley Witten during the January 19, 2011 Stormwater Manual Training.*

*(<http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/stwater/t4guide/slides/sess210.ppt>)*

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## Appendix A – Inspection Schedule & Maintenance Checklists

**Drainage Structures  
(Catch Basins, Manholes, etc.)  
Operation, Maintenance, and Management  
Inspection Checklist**

Project:

Date:

Location:

Time:

Site Status:

Inspector:

**Notes:**

- **Beyond inspection frequency noted, inspections shall be completed after storms equal to or greater than the 1-year 24-hour Type III storm event (2.7" of rain fall)**
- **All Checklist Maintenance items are MANDATORY.**
- **During inspections, if maintenance items are found not to be applicable, note as N/A in comments**
- **All removed sediments shall be disposed at an approved and permitted location.**
- **All hazardous debris removed shall be disposed of in accordance with state and federal regulations by a properly licensed contractor**

<b>MAINTENANCE ITEM</b>	<b>SATISFACTORY (YES/NO)</b>	<b>COMMENTS</b>
Semi-annually inspect drainage structures for damage		
Use a vacuum truck or other means to clean out any sediment or debris present in any drainage structure or whenever sediments reach ½ of the sump depth, which ever comes first.		
Semi-annually inspect drainage structures for debris and remove as necessary		



**Street Sweeping  
Operation, Maintenance, and Management  
Inspection Checklist**

Project:

Date:

Location:

Time:

Site Status:

Inspector:

**Notes:**

- Beyond inspection frequency noted in parenthesis, i.e. (quarterly), inspections shall be completed after storms equal to or greater than the 1-year 24-hour Type III storm event (2.7" of rain fall)
- All Checklist Maintenance items are MANDATORY.
- During inspections, if maintenance items are found not to be applicable, note as N/A in comments
- All removed sediments shall be disposed at an approved and permitted location.
- All hazardous debris removed shall be disposed of in accordance with state and federal regulations by a properly licensed contractor

MAINTENANCE ITEM	SATISFACTORY (YES/NO)	COMMENTS
Sweep all roadways two times per year. One of these sweepings must occur after winter sanding operations have concluded.		

**COMMENTS:**

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SECTION (\_\_\_\_)  
JELLYFISH® MEMBRANE FILTRATION SYSTEM  
STORMWATER QUALITY – MEMBRANE FILTRATION SYSTEM STANDARD SPECIFICATION

1. GENERAL

1.1. The Contractor shall furnish and install the Jellyfish, complete and operable as shown and as specified herein, in accordance with the requirements of the plans and contract documents. The water quality treatment flow shall be as determined and approved by the Engineer of Record. The Jellyfish system removes pollutants from stormwater runoff through the unit operations of sedimentation, floatation, and membrane filtration.

1.2. The Jellyfish shall be of a type that has been installed and in use for a minimum of five (5) consecutive years preceding the date of installation of the system. The manufacturer shall have been, during the same consecutive five (5) year period, engaged in the engineering design and production of systems deployed for the treatment of storm water runoff and which have a history of successful production, acceptable to the Engineer of Record and/or the approving Jurisdiction. The manufacturer of the Jellyfish shall be, without exception:

Contech Engineered Solutions  
9025 Centre Pointe Drive  
West Chester, OH, 45069  
Tel: 1 800 338 1122

1.3. Submittals: Shop drawings for the structure and performance are to be submitted with each order to the contractor. Contractor shall forward shop drawing submittal to the consulting engineer for approval. Shop drawings are to detail the structure precast concrete and call out or note the internals/components.

1.4. Product Substitutions: Any proposed product substitution to this specifications must be submitted for review and approved 10 days prior to project bid date by the Engineer of Record. Review package should include third party reviewed performance data for both flow rate and pollutant removal. Contractor to coordinate with the Engineer of Record any applicable modifications to the project estimates of cost, bonding amount determinations, plan check fees for changes to approved documents, and/or any other regulatory requirements resulting from the product substitution.

1.5. American Society for Testing and Materials (ASTM) Reference Specifications:

1.5.1. ASTM C891: Standard Specification for Installation of Underground Precast Concrete Utility Structures

1.5.2. ASTM C478: Standard Specification for Precast Reinforced Concrete Manhole Sections

1.5.3. ASTM C858: Standard Specification of Underground Precast Concrete Utility Structures

1.5.4.ASTM C857: Standard Practice for Minimum Structural Design Loading for Underground Precast Concrete Utility Structures

1.5.5.ASTM C990: Standard Specification for Joints for Concrete Manholes Using Preformed Flexible Joint Sealants

1.5.6.ASTM D4101: Standard Specification for Copolymer steps construction

1.5.7.ASTM D4097: Standard Specification for Contact-Molded Glass-Fiber-Reinforced Thermoset Resin Corrosion-Resistant

## 2. MATERIALS

2.1. Precast Concrete Structure: The device shall be an all concrete structure (including risers), constructed from precast concrete riser and slab components or monolithic precast structure(s). Precast concrete vault shall be provided according to ASTM C857 and C858 and manholes shall be provided according to ASTM C478. Both structure types shall be installed to conform to ASTM C891 and to any required state highway, municipal or local specifications; whichever is more stringent. All precast concrete components shall be manufactured to a minimum live load of HS-20 truck loading or greater based on local regulatory specifications, unless otherwise modified or specified by the design engineer.

2.2. Gaskets: The device shall be watertight. Gaskets and/or sealants to provide water tight seal between concrete joints. Joints shall be sealed with preformed joint sealing compound conforming to ASTM C990.

2.3. Internal Components:

2.3.1. Cartridge Deck: The deck insert shall be bolted and sealed watertight inside the precast concrete chamber. The insert shall serve as: (a) a horizontal divider between the lower treatment zone and the upper treated effluent zone; (b) a deck for attachment of filter cartridges such that the membrane filter elements of each cartridge extend into the lower treatment zone; (c) a platform for maintenance workers to service the filter cartridges; (c) a conduit for conveyance of treated water to the effluent pipe.

2.3.1.1. Fiberglass: In cylindrical configurations, the fiberglass portions of the filter device shall be constructed in accordance with the following standard: ASTM D4097: Contact Molded Glass Fiber Reinforced Chemical Resistant Tanks.

2.3.1.2. Aluminum: In rectangular configurations, the aluminum cartridge deck shall be ¼" thick, 5052-H32 Aluminum with all welds to be 100% continuous waterproof weld using 5356 filler.

2.3.2. Membrane Filter Cartridges: Filter cartridges shall be comprised of reusable cylindrical membrane filter elements connected to a perforated head plate. The number of membrane filter elements per cartridge shall be a minimum of eleven

2.75-inch (70-mm) or greater diameter elements. The length of each filter element shall be a minimum 15 inches (381 mm). Each cartridge shall be fitted into the cartridge deck by insertion into a cartridge receptacle that is permanently mounted into the cartridge deck. Each cartridge shall be secured by a cartridge lid that is threaded onto the receptacle, or similar mechanism to secure the cartridge into the deck. The maximum treatment flow rate of a filter cartridge shall be controlled by an orifice in the cartridge lid, or on the individual cartridge itself, and based on a design flux rate (surface loading rate) determined by the maximum treatment flow rate per unit of filtration membrane surface area. The maximum design flux rate shall be 0.21 gpm/ft<sup>2</sup> (0.142 lps/m<sup>2</sup>).

2.3.3. Each membrane filter cartridge shall allow for manual installation and removal. Each filter cartridge shall contain no less than 7 ft<sup>2</sup> of surface area per inch of length and have filtration membrane surface area and dry installation weight as follows (if length of filter cartridge is between those listed below, the surface area and weight shall be proportionate to the next length shorter and next length longer as shown below):

Filter Cartridge Length (in)	Minimum Filtration Membrane Surface Area (ft <sup>2</sup> / m <sup>2</sup> )	Maximum Filter Cartridge Dry Weight (lbs / kg)
15 / 381	106 / 9.8	10.0 / 4.5
27 / 686	190 / 17.7	14.5 / 6.6
40 / 1016	282 / 26.2	19.5 / 8.9
54 / 1372	381 / 35.4	25.0 / 11.4

2.3.4. Backwashing Cartridges: The filter device shall have a weir extending above the cartridge deck, or other mechanism, that encloses the high flow rate filter cartridges when placed in their respective cartridge receptacles within the cartridge deck. The weir, or other mechanism, shall collect a pool of filtered water during inflow events that backwashes the high flow rate cartridges when the inflow event subsides. All filter cartridges and membranes shall be reusable and allow for the use of filtration membrane rinsing procedures to restore flow capacity and sediment capacity; extending cartridge service life.

2.3.5. Maintenance Access to Captured Pollutants: The filter device shall contain an opening(s) that provides maintenance access for removal of accumulated floatable pollutants and sediment, removal of and replacement of filter cartridges, cleaning of the sump, and rinsing of the deck. Access shall have a minimum clear height over all of the filter cartridges (length of cartridge + 6 inches), or be accessible by a hatch or other mechanism that provides vertical clear space over all of the filter cartridges such that the cartridges can be lifted straight vertically out of the receptacles and deck for the entire length of the cartridge.

2.3.6. Baffle: The filter device shall provide a baffle that extends from the underside of the cartridge deck to a minimum length equal to the length of the membrane filter

elements. The baffle shall serve to protect the membrane filter elements from contamination by floatables and coarse sediment. The baffle shall be flexible and continuous in cylindrical configurations, and shall be a straight concrete or aluminum wall in rectangular configurations.

2.3.7.Sump: The device shall include a minimum 24 inches (610 mm) of sump below the bottom of the cartridges for sediment accumulation, unless otherwise specified by the design engineer. Depths less than 24 inches may have an impact on the total performance and/or longevity between cartridge maintenance/replacement of the device.

2.3.8.Steps: Steps shall be constructed according to ASTM D4101 of copolymer polypropylene, and be driven into preformed or pre-drilled holes after the concrete has cured, installed to conform to applicable sections of state, provincial and municipal building codes, highway, municipal or local specifications for the construction of such devices.

2.3.9.Double-Wall Containment of Hydrocarbons: The cylindrical precast concrete device shall provide double-wall containment for hydrocarbon spill capture by a combined means of an inner wall of fiberglass, to a minimum depth of 12 inches (305 mm) below the cartridge deck, and the precast vessel wall.

2.4.Bend Structure: The device shall be able to be used as a bend structure with minimum angles between inlet and outlet pipes of 90-degrees or less in the stormwater conveyance system.

2.5.Frame and Cover: Frame and covers must be manufactured from cast-iron or other composite material tested to withstand H-20 or greater design loads, and as approved by the local regulatory body. Frames and covers must be embossed with the Contech or the Jellyfish brand name.

2.6.Doors and Hatches: If provided shall meet designated loading requirements or at a minimum for incidental vehicular traffic.

### 3. PERFORMANCE

3.1.Function: The Jellyfish filter shall function to remove pollutants by the following unit treatment processes; sedimentation, floatation, and membrane filtration.

3.2.Pollutants: The Jellyfish filter shall remove oil, debris, trash, coarse and fine particulates, particulate-bound pollutants, metals and nutrients from stormwater during runoff events.

3.3.Bypass: The Jellyfish filter shall typically utilize an external bypass to divert excessive flows. Where an internal bypass is utilized, systems shall be equipped with a floatables baffle, and bypass water shall not pass through the treatment sump or cartridge filtration zone.

- 3.4. Treatment Flux Rate (Surface Loading Rate): The Jellyfish filter shall treat 100% of the required water quality treatment flow based on a maximum design flux rate (surface loading rate) across the membrane filter cartridges not to exceed 0.21 gpm/ft<sup>2</sup> (0.142 lps/m<sup>2</sup>).
- 3.5. Field Testing: At a minimum, the Jellyfish filter shall have been field tested and verified with a minimum 25 qualifying storm events and field monitoring conducted according to the TARP Tier II or TAPE field test protocol, and have received NJCAT verification.
- 3.6. Suspended Solids Removal: The Jellyfish filter shall have demonstrated a minimum median TSS removal efficiency of 85% and a minimum median SSC removal efficiency of 95%.
- 3.7. Fine Particle Removal: The Jellyfish filter shall have demonstrated the ability to capture fine particles as indicated by a minimum median removal efficiency of 75% for the particle fraction less than 25 microns, an effluent d<sub>50</sub> of 15 microns or lower for all monitored storm events, and an effluent turbidity of 15 NTUs or lower.
- 3.8. Nutrient (Total Phosphorus & Total Nitrogen) Removal: The Jellyfish filter shall have demonstrated a minimum median Total Phosphorus removal of 55%, and a minimum median Total Nitrogen removal of 50%.
- 3.9. Metals (Total Zinc & Total Copper) Removal: The Jellyfish filter shall have demonstrated a minimum median Total Zinc removal of 50%, and a minimum median Total Copper removal of 75%.

#### 4. EXECUTION

- 4.1. Handling and Storage: Prevent damage to materials during storage and handling.
- 4.2. Precast Concrete Structure: The installation of a watertight precast concrete device should conform to ASTM C891 and to any state highway, municipal or local specification for the installation of underground precast concrete structures, whichever is more stringent. Selected sections of a general specification that are applicable are summarized below.
- 4.2.1. The watertight precast concrete device is installed in sections in the following sequence:
- aggregate base
  - base slab
  - treatment chamber and cartridge deck riser section(s)
  - bypass section
  - connect inlet and outlet pipes
  - concrete riser section(s) and/or transition slab (if required)
  - maintenance riser section(s) (if required)
  - frame and access cover

- 4.2.2. The precast base should be placed level at the specified grade. The entire base should be in contact with the underlying compacted granular material. Subsequent sections, complete with joint seals, should be installed in accordance with Contech's recommendations.
- 4.2.3. Adjustment of the Jellyfish filter can be performed by lifting the upper sections free of the excavated area, re-leveling the base, and re-installing the sections. Damaged sections and gaskets should be repaired or replaced as necessary to restore original condition and watertight seals. Once the Jellyfish filter has been constructed, any/all lift holes must be plugged watertight with mortar or non-shrink grout.
- 4.3. Inlet and Outlet Pipes: Inlet and outlet pipes should be securely set into the device using approved pipe seals (flexible boot connections, where applicable) so that the structure is watertight, and such that any pipe intrusion into the device does not impact the device functionality.
- 4.4. Frame and Cover Installation: Adjustment units (e.g. grade rings) should be installed to set the frame and cover at the required elevation. The adjustment units should be laid in a full bed of mortar with successive units being joined using sealant recommended by Contech. Frames for the cover should be set in a full bed of mortar at the elevation specified.
- 4.5. In some instances the Maintenance Access Wall, if provided, shall require an extension attachment and sealing to the precast wall and cartridge deck at the job site, rather than at the precast facility. In this instance, installation of these components shall be performed according to instructions provided by Contech.

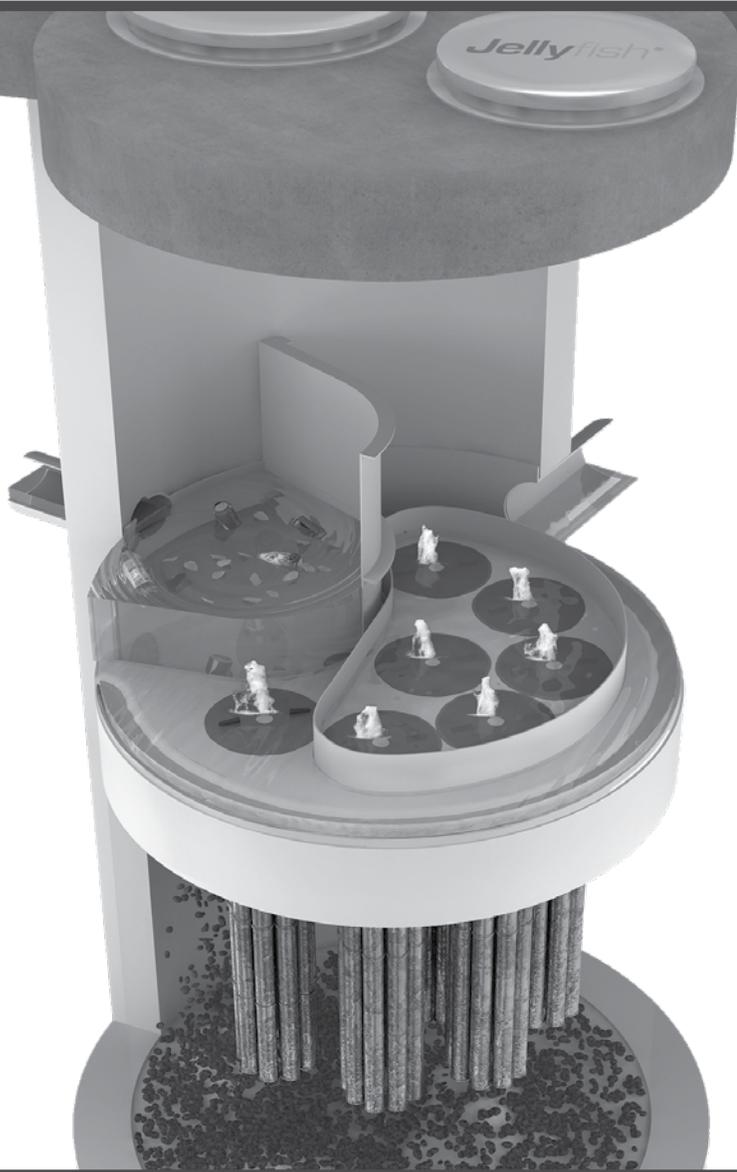
## 5. ACTIVATION, INSPECTION AND MAINTENANCE

- 5.1. Filter cartridges shall be installed in the cartridge deck in accordance with the manufacturer's guidelines and recommendations. Contractor to contact the manufacturer to schedule cartridge delivery and review procedures/requirements to be completed to the device prior to installation of the cartridges and activation of the system.
- 5.2. Manufacturer shall coordinate delivery of filter cartridges and other internal components with contractor. Filter cartridges shall be installed after site is stabilized and/or unit is isolated from construction influent and ready to accept cartridges. Unit is ready to accept cartridges after it has been cleaned out and any standing water, debris, and other materials have been removed. Contractor shall take appropriate action to protect the filter cartridge receptacles and filter cartridges from damage during construction, and in accordance with the manufacturer's recommendations and guidance. For systems with cartridges installed prior to full site stabilization, the contractor shall plug inlet and outlet pipes to prevent stormwater and other influent from entering the device. Plugs are to be removed once the site is stabilized and unit is ready to receive stormwater runoff.

- 5.3. Durability of membranes are subject to good handling practices during inspection and maintenance (removal, rinsing, and reinsertion) events, and site specific conditions that may have heavier or lighter loading onto the cartridges, and pollutant variability that may impact the membrane structural integrity. Membrane maintenance and replacement shall be in accordance with Contech's recommendations.
- 5.4. Inspection; which includes trash and floatables collection, sediment depth determination, and visible determination of backwash pool depth; shall be easily conducted from grade (outside the structure).
- 5.5. Manual rinsing of the reusable filter cartridges shall promote restoration of the flow capacity and sediment capacity of the filter cartridges, extending cartridge service life.
- 5.6. The filter device shall have a minimum 12 inches (610 mm) of sediment storage depth, and a minimum of 12 inches between the top of the sediment storage and bottom of the filter cartridge tentacles, unless otherwise specified by the design engineer. Variances may have an impact on the total performance and/or longevity between cartridge maintenance/replacement of the device.
- 5.7. Sediment removal from the filter treatment device shall be able to be conducted using a standard maintenance truck and vacuum apparatus, and a minimum one point of entry to the sump that is unobstructed by filter cartridges.
- 5.8. Maintenance access shall have a minimum clear height over all of the filter cartridges (length of cartridge + 6 inches), or be accessible by a hatch or other mechanism that provides vertical clear space over all of the filter cartridges such that the cartridges can be lifted straight vertically out of the receptacles and deck for the entire length of the cartridge.
- 5.9. After construction and installation, and during operation, the device shall be inspected and cleaned as necessary based on Contech's recommended inspection and maintenance guidelines and the local regulatory agency/body.
- 5.10. When replacement membrane filter elements and/or other parts are required, only membrane filter elements and parts approved by Contech for use with the Jellyfish filter shall be installed.
- 5.11. Filter cartridges shall be able to be maintained without the use of additional lifting equipment.
- 5.12. Contech shall provide an Owner's Manual upon request.

END OF SECTION

## Jellyfish<sup>®</sup> Filter Maintenance Guide





## **JELLYFISH® FILTER INSPECTION & MAINTENANCE GUIDE**

Jellyfish units are often just one of many structures in a more comprehensive stormwater drainage and treatment system.

In order for maintenance of the Jellyfish filter to be successful, it is imperative that all other components be properly maintained. The maintenance and repair of upstream facilities should be carried out prior to Jellyfish maintenance activities.

In addition to considering upstream facilities, it is also important to correct any problems identified in the drainage area. Drainage area concerns may include: erosion problems, heavy oil loading, and discharges of inappropriate materials.

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## 1.0 Inspection and Maintenance Overview

The primary purpose of the Jellyfish® Filter is to capture and remove pollutants from stormwater runoff. As with any filtration system, these pollutants must be removed to maintain the filter's maximum treatment performance. Regular inspection and maintenance are required to insure proper functioning of the system.

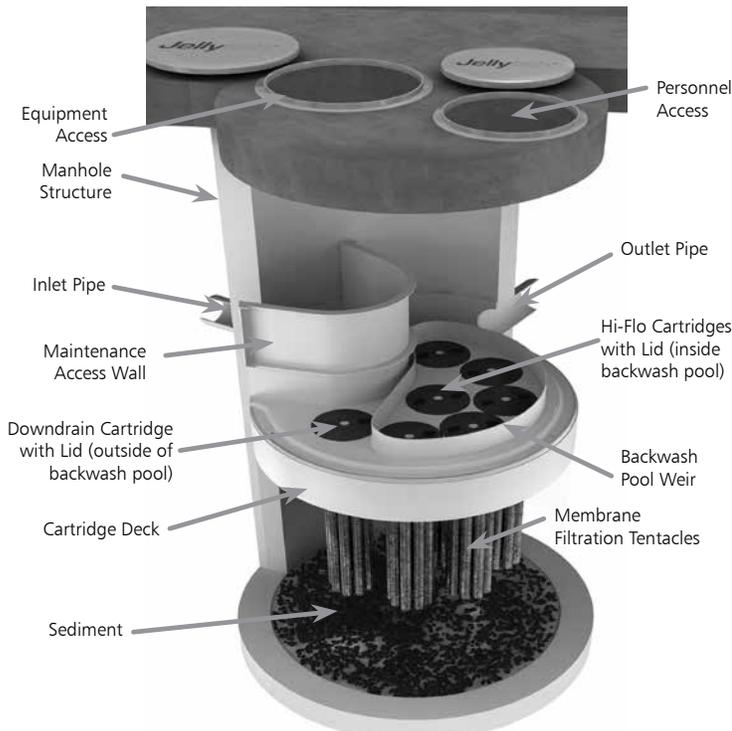
Maintenance frequencies and requirements are site specific and vary depending on pollutant loading. Additional maintenance activities may be required in the event of non-storm event runoff, such as base-flow or seasonal flow, an upstream chemical spill or due to excessive sediment loading from site erosion or extreme runoff events. It is a good practice to inspect the system after major storm events.

Inspection activities are typically conducted from surface observations and include:

- Observe if standing water is present
- Observe if there is any physical damage to the deck or cartridge lids
- Observe the amount of debris in the Maintenance Access Wall (MAW) or inlet bay for vault systems

Maintenance activities include:

- Removal of oil, floatable trash and debris
- Removal of collected sediments
- Rinsing and re-installing the filter cartridges
- Replace filter cartridge tentacles, as needed



Note: Separator Skirt not shown

## 2.0 Inspection Timing

Inspection of the Jellyfish Filter is key in determining the maintenance requirements for, and to develop a history of, the site's pollutant loading characteristics. In general, inspections should be performed at the times indicated below; *or per the approved project stormwater quality documents (if applicable), whichever is more frequent.*

1. A minimum of quarterly inspections during the first year of operation to assess the sediment and floatable pollutant accumulation, and to ensure proper functioning of the system.
2. Inspection frequency in subsequent years is based on the inspection and maintenance plan developed in the first year of operation. Minimum frequency should be once per year.
3. Inspection is recommended after each major storm event.
4. Inspection is required immediately after an upstream oil, fuel or other chemical spill.

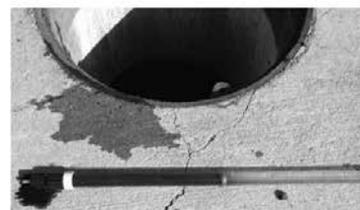
## 3.0 Inspection Procedure

The following procedure is recommended when performing inspections:

1. Provide traffic control measures as necessary.
2. Inspect the MAW or inlet bay for floatable pollutants such as trash, debris, and oil sheen.
3. Measure oil and sediment depth in several locations, by lowering a sediment probe until contact is made with the floor of the structure. Record sediment depth, and presences of any oil layers.
4. Inspect cartridge lids. Missing or damaged cartridge lids to be replaced.
5. Inspect the MAW (where appropriate), cartridge deck and receptacles, and backwash pool weir, for damaged or broken components.

### 3.1 Dry weather inspections

- Inspect the cartridge deck for standing water, and/or sediment on the deck.
- No standing water under normal operating conditions.
- Standing water inside the backwash pool, but not outside the backwash pool indicates, that the filter cartridges need to be rinsed.



Inspection Utilizing Sediment Probe

- Standing water outside the backwash pool is not anticipated and may indicate a backwater condition caused by high water elevation in the receiving water body, or possibly a blockage in downstream infrastructure.
- Any appreciable sediment ( $\geq 1/16''$ ) accumulated on the deck surface should be removed.

### 3.2 Wet weather inspections

- Observe the rate and movement of water in the unit. Note the depth of water above deck elevation within the MAW or inlet bay.
- Less than 6 inches, flow should be exiting the cartridge lids of each of the draindown cartridges (i.e. cartridges located outside the backwash pool).
- Greater than 6 inches, flow should be exiting the cartridge lids of each of the draindown cartridges and each of the hi-flo cartridges (i.e. cartridges located inside the backwash pool), and water should be overflowing the backwash pool weir.
- 18 inches or greater and relatively little flow is exiting the cartridge lids and outlet pipe, this condition indicates that the filter cartridges need to be rinsed.

## 4.0 Maintenance Requirements

Required maintenance for the Jellyfish Filter is based upon results of the most recent inspection, historical maintenance records, or the site specific water quality management plan; whichever is more frequent. In general, maintenance requires some combination of the following:

1. Sediment removal for depths reaching 12 inches or greater, or within 3 years of the most recent sediment cleaning, whichever occurs sooner.
2. Floatable trash, debris, and oil removal.
3. Deck cleaned and free from sediment.
4. Filter cartridges rinsed and re-installed as required by the most recent inspection results, or within 12 months of the most recent filter rinsing, whichever occurs sooner.
5. Replace tentacles if rinsing does not restore adequate hydraulic capacity, remove accumulated sediment, or if damaged or missing. It is recommended that tentacles should remain in service no longer than 5 years before replacement.
6. Damaged or missing cartridge deck components must be repaired or replaced as indicated by results of the most recent inspection.
7. The unit must be cleaned out and filter cartridges inspected immediately after an upstream oil, fuel, or chemical spill. Filter cartridge tentacles should be replaced if damaged or compromised by the spill.

## 5.0 Maintenance Procedure

The following procedures are recommended when maintaining the Jellyfish Filter:

1. Provide traffic control measures as necessary.
2. Open all covers and hatches. Use ventilation equipment as required, according to confined space entry procedures.  
**Caution: Dropping objects onto the cartridge deck may cause damage.**

3. Perform Inspection Procedure prior to maintenance activity.
4. To access the cartridge deck for filter cartridge service, descend into the structure and step directly onto the deck. Caution: Do not step onto the maintenance access wall (MAW) or backwash pool weir, as damage may result. Note that the cartridge deck may be slippery.
5. Maximum weight of maintenance crew and equipment on the cartridge deck not to exceed 450 lbs.

### 5.1 Filter Cartridge Removal

1. Remove a cartridge lid.
2. Remove cartridges from the deck using the lifting loops in the cartridge head plate. Rope or a lifting device (available from Contech) should be used. **Caution: Should a snag occur, do not force the cartridge upward as damage to the tentacles may result. Wet cartridges typically weigh between 100 and 125 lbs.**
3. Replace and secure the cartridge lid on the exposed empty receptacle as a safety precaution. Contech does not recommend exposing more than one empty cartridge receptacle at a time.

### 5.2 Filter Cartridge Rinsing

1. Remove all 11 tentacles from the cartridge head plate. Take care not to lose or damage the O-ring seal as well as the plastic threaded nut and connector.



Cartridge Removal & Lifting Device



2. Position tentacles in a container (or over the MAW), with the threaded connector (open end) facing down, so rinse water is flushed through the membrane and captured in the container.
3. Using the Jellyfish rinse tool (available from Contech) or a low-pressure garden hose sprayer, direct water spray onto the tentacle membrane, sweeping from top to bottom along the length of the tentacle. Rinse until all sediment is removed from the membrane. **Caution: Do not use a high pressure sprayer or focused stream of water on the membrane. Excessive water pressure may damage the membrane.**

4. Collected rinse water is typically removed by vacuum hose.
5. Reassemble cartridges as detailed later in this document. Reuse O-rings and nuts, ensuring proper placement on each tentacle.

### 5.3 Sediment and Floatables Extraction

1. Perform vacuum cleaning of the Jellyfish Filter only after filter cartridges have been removed from the system. Access the lower chamber for vacuum cleaning only through the maintenance access wall (MAW) opening. Be careful not to damage the flexible plastic separator skirt that is attached to the underside of the deck on manhole systems. Do not lower the vacuum wand through a cartridge receptacle, as damage to the receptacle will result.
2. Vacuum floatable trash, debris, and oil, from the MAW opening or inlet bay. Alternatively, floatable solids may be removed by a net or skimmer.



Vacuuming Sump Through MAW

3. Pressure wash cartridge deck and receptacles to remove all sediment and debris. Sediment should be rinsed into the sump area. Take care not to flush rinse water into the outlet pipe.
4. Remove water from the sump area. Vacuum or pump equipment should only be introduced through the MAW or inlet bay.
5. Remove the sediment from the bottom of the unit through the MAW or inlet bay opening.



Vacuuming Sump Through MAW

6. For larger diameter Jellyfish Filter manholes ( $\geq 8$ -ft) and some vaults complete sediment removal may be facilitated by removing a cartridge lid from an empty receptacle and inserting a jetting wand (not a vacuum wand) through the receptacle. Use the sprayer to rinse loosened sediment toward the vacuum hose in the MAW opening, being careful not to damage the receptacle.

### 5.4 Filter Cartridge Reinstallation and Replacement

1. Cartridges should be installed after the deck has been cleaned. It is important that the receptacle surfaces be free from grit and debris.
2. Remove cartridge lid from deck and carefully lower the filter cartridge into the receptacle until head plate gasket is seated squarely in receptacle. **Caution: Do not force the cartridge downward; damage may occur.**
3. Replace the cartridge lid and check to see that both male threads are properly seated before rotating approximately 1/3 of a full rotation until firmly seated. Use of an approved rim gasket lubricant may facilitate installation. See next page for additional details.
4. If rinsing is ineffective in removing sediment from the tentacles, or if tentacles are damaged, provisions must be made to replace the spent or damaged tentacles with new tentacles. Contact Contech to order replacement tentacles.

### 5.5 Chemical Spills

**Caution: If a chemical spill has been captured, do not attempt maintenance. Immediately contact the local hazard response agency and contact Contech.**

### 5.6 Material Disposal

The accumulated sediment found in stormwater treatment and conveyance systems must be handled and disposed of in accordance with regulatory protocols. It is possible for sediments to contain measurable concentrations of heavy metals and organic chemicals (such as pesticides and petroleum products). Areas with the greatest potential for high pollutant loading include industrial areas and heavily traveled roads. Sediments and water must be disposed of in accordance with all applicable waste disposal regulations. When scheduling maintenance, consideration must be made for the disposal of solid and liquid wastes. This typically requires coordination with a local landfill for solid waste disposal. For liquid waste disposal a number of options are available including a municipal vacuum truck decant facility, local waste water treatment plant or on-site treatment and discharge.

# Jellyfish Filter Components & Filter Cartridge Assembly and Installation

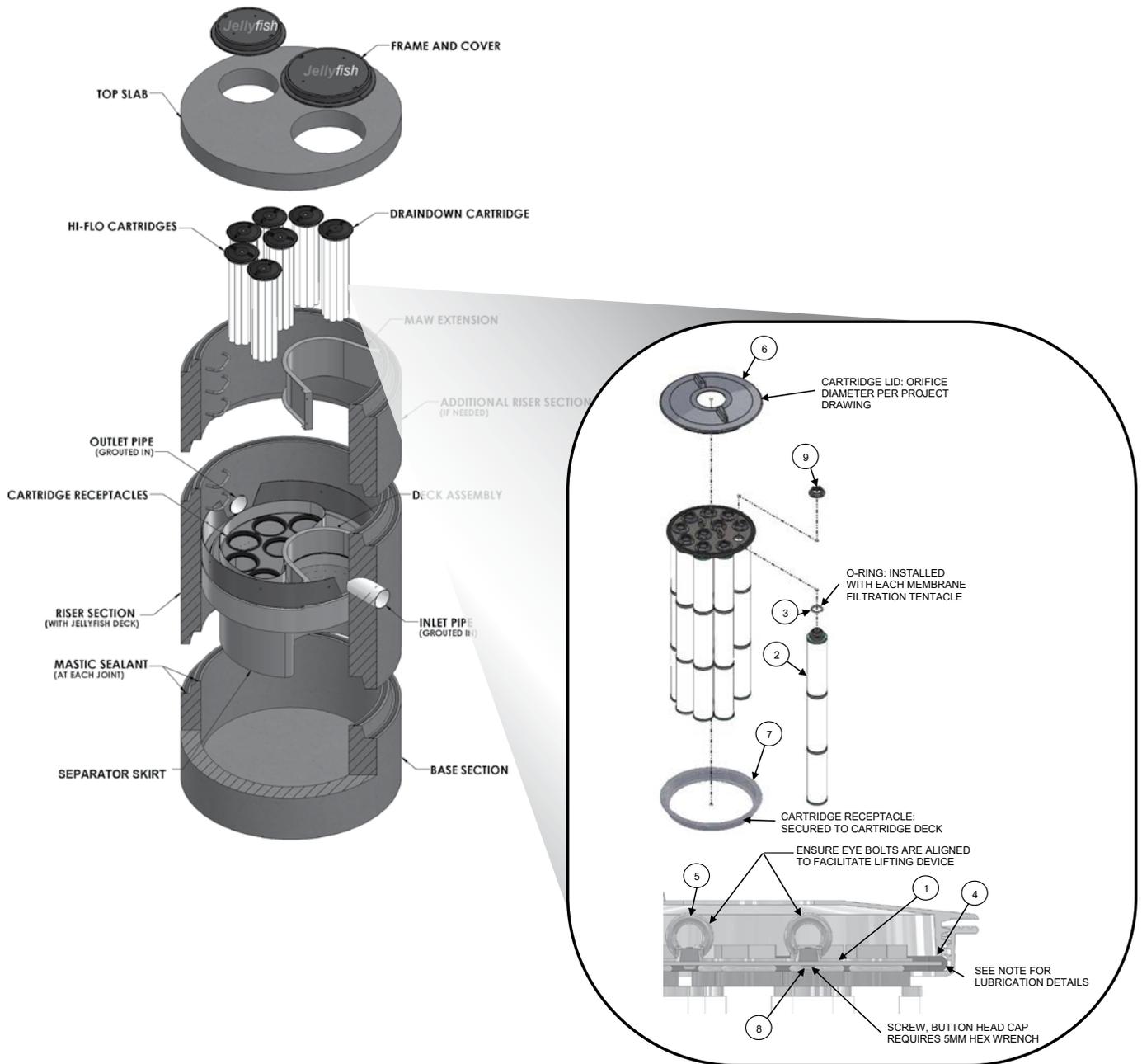


TABLE 1: BOM

ITEM NO.	DESCRIPTION
1	JF HEAD PLATE
2	JF TENTACLE
3	JF O-RING
4	JF HEAD PLATE GASKET
5	JF CARTRIDGE EYELET
6	JF 14IN COVER
7	JF RECEPTACLE
8	BUTTON HEAD CAP SCREW M6X14MM SS
9	JF CARTRIDGE NUT

TABLE 2: APPROVED GASKET LUBRICANTS

PART NO.	MFR	DESCRIPTION
78713	LA-CO	LUBRI-JOINT
40501	HERCULES	DUCK BUTTER
30600	OATEY	PIPE LUBRICANT
PSLUBXL1Q	PROSELECT	PIPE JOINT LUBRICANT

## NOTES:

### Head Plate Gasket Installation:

Install Head Plate Gasket (Item 4) onto the Head Plate (Item 1) and liberally apply a lubricant from Table 2: Approved Gasket Lubricants onto the gasket where it contacts the Receptacle (Item 7) and Cartridge Lide (Item 6). Follow Lubricant manufacturer's instructions.

### Lid Assembly:

Rotate Cartridge Lid counter-clockwise until both male threads drop down and properly seat. Then rotate Cartridge Lid clock-wise approximately one-third of a full rotation until Cartridge Lid is firmly secured, creating a watertight seal.

## Jellyfish Filter Inspection and Maintenance Log

Owner:		Jellyfish Model No:	
Location:		GPS Coordinates:	
Land Use:	Commercial:	Industrial:	Service Station:
	Roadway/Highway:	Airport:	Residential:

Date/Time:						
Inspector:						
Maintenance Contractor:						
Visible Oil Present: (Y/N)						
Oil Quantity Removed:						
Floatable Debris Present: (Y/N)						
Floatable Debris Removed: (Y/N)						
Water Depth in Backwash Pool						
Draindown Cartridges externally rinsed and recommissioned: (Y/N)						
New tentacles put on Draindown Cartridges: (Y/N)						
Hi-Flo Cartridges externally rinsed and recommissioned: (Y/N)						
New tentacles put on Hi-Flo Cartridges: (Y/N)						
Sediment Depth Measured: (Y/N)						
Sediment Depth (inches or mm):						
Sediment Removed: (Y/N)						
Cartridge Lids intact: (Y/N)						
Observed Damage:						
Comments:						



#### Support

- Drawings and specifications are available at [www.conteches.com/jellyfish](http://www.conteches.com/jellyfish).
- Site-specific design support is available from Contech Engineered Solutions.
- Find a Certified Maintenance Provider at [www.conteches.com/ccmp](http://www.conteches.com/ccmp)

**Jellyfish**<sup>®</sup>

**CONTECH**<sup>®</sup>  
ENGINEERED SOLUTIONS

800.338.1122

[www.ContechES.com](http://www.ContechES.com)

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## Appendix B – RIDEM Sample Stormwater Facility Maintenance Agreement

\*\*A site-specific Stormwater Facility Maintenance Agreement between the Owner and the responsible authority must be developed prior to construction\*\*

### **Sample Stormwater Facility Maintenance Agreement**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between (Insert Full Name of Owner)

\_\_\_\_\_ hereinafter called the "Landowner", and the [Local Jurisdiction], hereinafter called the "[Town/City]".

WITNESSETH, that WHEREAS, the Landowner is the owner of certain real property described as (Tax Map/Parcel Identification Number) \_\_\_\_\_ as recorded by deed in the land records of [Local Jurisdiction] Deed Book \_\_\_\_\_ Page \_\_\_\_\_, hereinafter called the "Property".

WHEREAS, the Landowner is proceeding to build on and develop the property; and WHEREAS, the Site Plan/Subdivision Plan known as \_\_\_\_\_, (Name of Plan/Development) hereinafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the [Town/City], provides for detention of stormwater within the confines of the property; and

WHEREAS, the [Town/City] and the Landowner, its successors and assigns, including any homeowners association, agree that the health, safety, and welfare of the residents of [Local Jurisdiction] require that on-site stormwater management facilities be constructed and maintained on the Property; and

WHEREAS, the [Town/City] requires that on-site stormwater management facilities as shown on the Plan be constructed and adequately maintained by the Landowner, its successors and assigns, including any homeowners association.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The on-site stormwater management facilities shall be constructed by the Landowner, its successors and assigns, in accordance with the plans and specifications identified in the Plan.
2. The Landowner, its successors and assigns, including any homeowners association, shall adequately maintain the stormwater management facilities in accordance with the required Operation and Maintenance Plan. This includes all pipes, channels or other conveyances built to convey stormwater to the facility, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition so that these facilities are performing their design functions. The Stormwater Best Management Practices Operation, Maintenance and Management Checklists are to be used to establish what good working condition is acceptable to the [Town/City].

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3. The Landowner, its successors and assigns, shall inspect the stormwater management facility and submit an inspection report annually. The purpose of the inspection is to assure safe and proper functioning of the facilities. The inspection shall cover the entire facilities, berms, outlet structure, basin areas, access roads, etc. Deficiencies shall be noted in the inspection report.

4. The Landowner, its successors and assigns, hereby grant permission to the [Town/City], its authorized agents and employees, to enter upon the Property and to inspect the stormwater management facilities whenever the [Town/City] deems necessary. The purpose of inspection is to follow-up on reported deficiencies and/or to respond to citizen complaints. The [Town/City] shall provide the Landowner, its successors and assigns, copies of the inspection findings and a directive to commence with the repairs if necessary.

5. In the event the Landowner, its successors and assigns, fails to maintain the stormwater management facilities in good working condition acceptable to the [Town/City], the [Town/City] may enter upon the Property and take whatever steps necessary to correct deficiencies identified in the inspection report and to charge the costs of such repairs to the Landowner, its successors and assigns. This provision shall not be construed to allow the [Town/City] to erect any structure of permanent nature on the land of the Landowner outside of the easement for the stormwater management facilities. It is expressly understood and agreed that the [Town/City] is under no obligation to routinely maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the [Town/City].

6. The Landowner, its successors and assigns, will perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the stormwater management facilities (including sediment removal) is outlined on the approved plans, the schedule will be followed.

7. In the event the [Town/City] pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner, its successors and assigns, shall reimburse the [Town/City] upon demand, within thirty (30) days of receipt thereof for all actual costs incurred by the [Town/City] hereunder.

8. This Agreement imposes no liability of any kind whatsoever on the [Town/City] and the Landowner agrees to hold the [Town/City] harmless from any liability in the event the stormwater management facilities fail to operate properly.

9. This Agreement shall be recorded among the land records of [Local Jurisdiction] and shall constitute a covenant running with the land, and shall be binding on the Landowner, its administrators, executors, assigns, heirs and any other successors in interests, including any homeowners association.

WITNESS the following signatures and seals:

\_\_\_\_\_  
Company/Corporation/Partnership Name (Seal)

By: \_\_\_\_\_

---

\_\_\_\_\_

(Type Name and Title)

The foregoing Agreement was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

(Type Name and Title)

The foregoing Agreement was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
[Town/City] Attorney Date