**Guidelines for Completion of Preliminary and Comprehensive Operation, Maintenance and Replacement Plans**

A SMCRA AMD treatment system design/construction grant requires the development of a preliminary Operation, Maintenance and Replacement Plan (OM&R) at grant execution time as well as a long-term comprehensive plan as a project deliverable in the Final Report.

The preliminary OM&R Plan should include:

* A written plan describing O, M & R needs for each component of the treatment system, a frequency schedule of each maintenance task to be completed, and the identity of the responsible party.
* A written/signed maintenance agreement with the responsible party for providing the OM&R. Only the parties responsible for doing maintenance need to sign the document. If DEP is doing all the OM&R, delete the signatures and write a statement into the scope of work that DEP will provide all OM&R.
* Maintenance schedule for passive systems:

|  |  |
| --- | --- |
| * Site Inspections: inspection, maintenance tasks, and flushing | Quarterly 4 hrs /visit |
| * Sample Collection and Analysis | Quarterly 0.5 hrs/visit, 2 points |

* Maintenance schedule for active systems:

|  |  |
| --- | --- |
| * Site Inspections: inspection, maintenance tasks, and sludge management | Bi-weekly 5 hrs/visit |
| * Sample Collection and Analysis | Monthly 0.5 hrs/visit, 2 points |

The long-term comprehensive OM&R Plan should include the information provided in the preliminary plan and:

* An O, M & R Site Map that includes each component, flushing points, monitoring points (water sample locations, benchmark cross sections, etc.)
* Site specific instructions.
* "As-built" drawings certified by a professional engineer or licensed land surveyor.
* Financial information: Use AMDTreat to figure the annual costs and recap costs.
* Permit Requirements: Provide a copy of all approved permits and include any permit conditions and permits requirements.

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| **1010-FM-GC0084 Rev. 2/2013 COMMONWEALTH OF PENNSYLVANIA**  DEP Logo**Form DEPARTMENT OF ENVIRONMENTAL PROTECTION** | Document Number |

SURFACE MINING CONSERVATION AND RECLAMATION ACT

GRANT PROGRAM

**OPERATION, MAINTENANCE AND REPLACEMENT PLAN**

|  |
| --- |
| Proper operation and maintenance of Best Management Practices “(BMPs)” is critical for their success and longevity. The goal of this project is the establishment of |

(List BMPs)

for improvement of water quality.

1) Components of the Project (List all practices being installed within this project):

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |

2) Parties agree to perform all Maintenance Tasks as described in the chart at the end of this document.

3) Allowed activities:



Prohibited activities:



4) The  Landowner(s)  Grantee  DEP shall be considered to be in breach of this Agreement if he/she does not maintain and repair the project in compliance with this agreement or willfully neglects any other terms of this agreement.

5) The  Landowner(s)  Grantee  DEP agrees to comply with all Federal, State, local laws, rules and regulations. This would include noxious weed control.

6) The  Landowner(s)  Grantee  DEP shall be responsible for all normal, routine maintenance and normal, routine repair of the site and project.

7) Other Special Conditions:



Maintenance Tasks

|  |  |
| --- | --- |
| Practice |  |
| Maintenance required |  |
| Schedule |  |
| Responsible Party |  |
|  |  |
| Practice |  |
| Maintenance required |  |
| Schedule |  |
| Responsible Party |  |
|  |  |
| Practice |  |
| Maintenance required |  |
| Schedule |  |
| Responsible Party |  |
|  |  |
| Practice |  |
| Maintenance required |  |
| Schedule |  |
| Responsible Party |  |
|  |  |
| Practice |  |
| Maintenance required |  |
| Schedule |  |
| Responsible Party |  |

# Signatures:

(Grantee Representative Signature) (Date)

Must be an officer of the organization

(Grantee Representative Please Print)