University of Central Florida Drinking Water Laboratory and General Maintenance Guideline Issued for Invitation to Negotiate Dec-20

Compliance Reporting Item	Supervisory Agency	Reference Rule	Reference Form Used for Reporting Compliance	Submission Frequency	Submission Deadline	Sample Location	Description/Notes	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Monthly Operation Reports	FDEP	62-550.730(1)(d) and 62-555.350(12)(b)	62-555.900(3)Alternate	Monthly	Within 10 days after the end of the month.	N/A	Must be signed by the certified water plant lead operator prior to submittal.	Submit December MOR by 10th	Submit January MOR by 10th	Submit February MOR by 10th	Submit March MOR by 10th	Submit April MOR by 10th	Submit May MOR by 10th	Submit June MOR by 10th	Submit July MOR by 10th	Submit August MOR by 10th	Submit September MOR by 10th	Submit October MOR by 10th	Submit November MOR by 10th
Microbiological Contaminates ("Bacte" Report)	FDEP	62-550.500(3) & 62-550.518 Title 40 Part 141 Subpart Y & S 62-550: TABLE 7 & TABLE 8	62-550,730 550bactifmt.doc	Monthly	Within 10 days after the end of the month. Within 24 hours if triggering a treatment technique.	Within Distribution System (per Sampling Plan) + Each Well = 50 + 4 = 54 (Currently) Samples split over several days of the month. (Currently 30 then 24)	FDEP confirmed April 2019 is most up to date sampling plan (See email: "Compliance Review PWSID# 3480409 UCF" on 20201012). This plan confirms UCF is sampling 50 distribution sites and 4 wells monthly.	Submit December "Bacte" Report by 10th	Submit January "Bacte" Report by 10th	Submit February "Bacte" Report by 10th	Submit March "Bacte" Report by 10th	Submit April "Bacte" Report by 10th	Submit May "Bacte" Report by 10th	Submit June "Bacte" Report by 10th	Submit July "Bacte" Report by 10th	Submit August "Bacte" Report by 10th	Submit September "Bacte" Report by 10th	Submit October "Bacte" Report by 10th	Submit November "Bacte" Report by 10th
Chlorine and Chloramines (Disinfectant Residual Report)	FDEP	62-550.514(1) & 62-550.821 Title 40 Part 141 Subpart L 62-550: TABLE 7 & TABLE 8	62-550.821(12)(b)	Quarterly (Sampled Monthly)	Within 10 days after the end of the quarter.	50 distribution samples. Sampling split over several days of the month. (UCF does 30 then 20)	Same number of samples, time, and location as Total Coliforms (except for wells).	Submit Quarter 4 Disinfection Residual Report by 10th			Submit Quarter 1 Disinfection Residual Report by 10th			Submit Quarter 2 Disinfection Residual Report by 10th			Submit Quarter 3 Disinfection Residual Report by 10th		
TTHMs & HAA5 (Stage 2 Disinfection By-Products)	FDEP	62-550.514(2) & 62-550.821 Title 40 Part 141 Subpart V 62-550: TABLE 7 & TABLE 8	62-550.82240CFR141.629 and OEL Report (if needed): 62-550.822.40CFR141.626	Quarterly	Must be at least 30 days from previous sample Within 10 days after the end of the quarter.	Four locations per sampling plan: ATO, Arena, Siemens & Barbara Ying	Must calculate both: - LRAA - Operational evaluation level (report OEL only if it exceeds MCL) - If OEL is exceeded, OEL evaluation report must be submitted Per DBP Sampling Plan UCF samples on second week of the first month of the quarter. FDEP verified June 2018 is most up to date sampling plan. (See email: "Compliance Review PWSID# 3480409 UCF" on 20201012).	Sample Quarter 1 DBPs during 2nd Week of Month Submit Quarter 1 Results/Report When Received		_	Sample Quarter 2 DBPs during 2nd Week of Month Submit Quarter 2 Results/Report When Received			Sample Quarter 3 DBPs during 2nd Week of Month			Sample Quarter 4 DBPs during 2nd Week of Month Submit Quarter 4 Results/Report When Received		-
Operating License Fee	FDEP	62-4.053	N/A	Annually	45 days after receipt of an operating license fee invoice (Typically invoiced mid-July and payment is required by Sept 1st)	N/A	Historical note: Existing payment receipt for 2020-2021 (\$2,000): Invoice sent 07/13/2020 UCF paid on 07/15/2020 UCF paid on 07/15/2020 Invoice stated due date was 09/01/2020 (50 days)							Expect Ope Fee Must be F	rating License Fee Invoice aid Within 45 days of Rec	e in Mid-July eceiving Invoice	-		
Consumer Confidence Report	FDEP	62-550.824	FDEP has Templates but not official form for CCR Certification of Delivery of CCR: 62-555.900 (alternate 19)	Annually	To County DOH Dept.: July 1st To FDEP: July 1st To Customers: July 1st Certification of Delivery to FDEP: August 10th	N/A	62-550,730(1)(h) says the Certification of Delivery must be submitted to FDEP within 10 days of delivery to customers. Must include UCMR results if pulled for that year.				Start Writing CCR (Recommended but Not Required)	Send CCR to FDEP for Review and Approval (Recommended but Not Required)	Send to County DOH,	1-4	Certification of Delivery & CCR due to FDEP by August 10th				
Cross Connection Control Annual Report	FDEP	62-555.360	62-555.900(13)	Annually	"within three months after the end of the calendar year covered by the report" (i.e., end of March)	N/A	ACE Flow control currently performs the inspections in the last quarter of the year and then the report is submitted to FDEP at the beginning of the next year for compliance.	2019 C	CCC Report Due by end o	of March							Have ACE perform	cross connection control	inspections for 2021.
Nitrate & Nitrite	FDEP	62-550.512 62-550.500(3)/(5) 62-550: TABLE 7 & TABLE 8	62-550.730 550chmfmt Word Doc	Annually	Must be at least 90 days from previous sample, otherwise any time during the year.	POE	FDEP verified that the quarter the sample is pulled does not matter but recommended early sampling (a general recommendation). (See email: "Compliance Review PWSID# 3480409 UCF" on 20201012).	Sample and Submit for 2021 Note: This can be done during any quarter of the year, however, FDEP recommends sampling and submitting early.											
Population Update	FDEP	None - Per an Email	N/A	Annually	None stated	NA	From email thread "PWS 3480409 Request for Water Quality Parameter Study" between Jill M. Farris (FDEP) and Gary Rudolph (UCF). Jill: "Please submit the Institutional Knowledge Management report annually." Note: EPA also needs to be notified if population is updated, however they made no request to notify them annually if the population stuys the same.	If population increases t Last submitted Submit internal requ	showing population up to > 50,000 EPA must als the RR/ Feb-2020. Reference job test by Feb 28th. Submit t	wledge Management repool date annually to FDEP. o be notified as it will chat & ERP. #IKM-798 when making to FDEP (and EPA if nece, not required per Rules).	nge submission dates for internal request. ssary) by March 15th				-				
GST and EST Inspections	FDEP	62-555.350(2)	N/A	Every 5 Years	No submission required. Keep in facility records.	N/A	"shall be cleaned at least once every five years to remove biogrowths, calcium or iron/manganese deposits, and sludge from inside the tanks, and shall be inspected for structural and conting integrity at least once every five years by personnel under the responsible charge of a professional engineer licensed in Florida." Last inspected in 2019												
Asbestos	FDEP	62-550.511 62-550.500(3)/(5) 62-550: TABLE 7 & TABLE 8	Asbestos Free Certification: 62-555.900(10)	Every 9 Years	First year of compliance cycle	N/A	SAMPLING IS NOT REQUIRED. UCF has to just submit an Asbestos-Free Certification every nine years. See email: "Compliance Review PWSID# 3480409 UCF" on 20201012.	Not required in 2021											
Inorganics	FDEP	62-550.513 62-550.500(3)/(5) 62-550: TABLE 7 & TABLE 8	62-550.730 550chmfmt Word Doc	Every 3 Years	First year of each compliance period	POE		Not required in 2021											
VOCs	FDEP	62-550.515 62-550.500(5) 62-550: TABLE 7 & TABLE 8	62-550.730 550chmfmt Word Doc	Every 3 Years	First year of each compliance period	POE	FDEP verified sampling for VOCs is once every 3 years at the POE. See email: "Compliance Review PWSID# 3480409 UCF" on 20201012.	Not required in 2021											
SOCs	FDEP	62-550.516 62-550.500(5) 62-550: TABLE 7 & TABLE 8	62-550.730 550chmfmt Word Doc	Every 3 Years	First year of each compliance period. Sample during 2 quarters, samples must be drawn at least 60 days apart.	POE	FDEP verified UCF is to sample every three years, two quarters at least 60 days apart, at the POE for SOCs. See email: "Compliance Review PWSID# 3480409 UCF" on 20201012.	Not required in 2021											
Secondary Contaminants	FDEP	62-550.520 62-550.500(5) 62-550: TABLE 7 & TABLE 8	62-550.730 550chmfmt Word Doc	Every 3 Years	First year of each compliance period	POE		Not required in 2021											
Radiological (Gross Alpha & Radium)	FDEP	62-550.519 62-550.500(3) 62-550: TABLE 7 & TABLE 8	62-550.730 550chmfmt Word Doc	Every 3 Years	First year of each compliance period	POE	FDEP verified reduced sampling schedule and number of radiological parameters (i.e., no Radium-226, Uranium, Beta). UCF only needs to sample for gross alpha (Contam ID 4002) and radium (Contam ID 4020 and 4030). See email: "Compliance Review PWSID# 3480409 UCF" on 20201012.						Not requi	red in 2021					

Lead and Copper (Actual Lead and Copper Samples) (Posting of Results) (Certification of Posting Results)	FDEP	62-550.800 Title 40 Part 141 Subpart 1 (Sections 80-91)	Results Format: 62-550/730(4)(a) FDEP has templates available to use to notify public of results Certification of Notification of L&C Results: 62-55-900(16)	Every 3 Years Between June and September	1. Sample results submitted within the first ten days following the end of the monitoring period, or the first ten days following the month in which the sample results were received, whichever is shortest. 2. Within 30 days of learning the results, provide individual lead up results to people who receive water from sites that were sampled, regardless of whether the results acceed the lead AI, as required by 40 CFB 14.85(d). 3. Within 3 months of receiving results UCF must submit both the public notice and form 02-255.90(16) certifying that they posted their notices within 30 days	Per sampling plan. 30 distribution system locations.	Note there are 3 different items required here: (1) Actual measurement of lead and copper in UCP's distribution system at a number of locations/ups (every 3 years). Historically, UCP's Monitoring Schedule from FDEP requires that these samples be drawn by the end of September. (2) UCP must provide notice to people who receive water from taps sampled regardless of sample result values (notice of lead levels regardless, notice of copper samples if exceeding AL). (3) UCP must then also submit certification that UCF posted these notices to FDEP using form 62-555.90(Cl). Water Quality Parameter (WQP) monitoring is no longer required. FDEP verified UCF no longer needs to measure and record WQPs and also verified the most up to date sampling plan is dated 2018. See email: "Compliance Review PWSID# 3480409 UCF" on 20201012.	Not required in 2021												
Monitoring the Occurrence of Unregulated Drinking	EPA/FDEP	62-550.521	N/A	As Required	As noted by Department	As noted by Department	EPAFDEP will contact UCF with required sampling needs. Note this is NOT included in FDEPs annual Monitoring Schedule.	Not required in 2021												
Water Contaminants (UCMR)			As Directed by Department	Typically Every 5 Years	(Can vary by year)		If detected additional sampling may be necessary per 62-550.521.													
EN-50	SJRWMD	3202 CUP - Condition 12 130289 CUP - Condition 18	No Form/Template is required; Pumpage can be input directly into SIRWMD Permitting Fortal or input into a District spreadsheet template and then uploaded to the Portal. UCF prefers to use the District's excel spreadsheet template. UCF updates this template, uploads onto SIRWMD's Permitting Portal (for compliance) and then saves the updated template on UCF's server for their internal record.	Every 6 Months	Reporting Period - Report Due Date January-June - July 31 July-December - January 31	N/A	EN-50 refers to monitoring of total flow monthly. Note, UCF has two permits 3202 (potable water and drinking water) and 130289 (for heating and cooling). SIRWMD Portal shows submission from 6 meters for permit 3202: 1. 11913 - Well 1 - Potable Water 2. 11914 - Well 2 - Potable Water 3. 11915 - Well 3 - Potable Water 4. 11916 - Well 3 - Potable Water 4. 11916 - Well 4 - Potable Water 5. 11920 - Well 9 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 14 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 15 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 16 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 16 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 16 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - Submitted but no flow for last three 6-month periods 6. 31947 - Well 18 - Irrigation - Submitted but no flow for last three 6-month periods 6. 319	July-December 2020 reporting due by January 31st						January-June 2021 reporting due by July 31st						
EN-51	SJRWMD	3202 CUP - Condition 17 130289 CUP - Condition 21	Form 40C-2.900(5)	At least once every 10 years within 30 days of the anniversary date of permit issuance	Within 10 days of the inspection/calibration.	N/A	EN-51 refers to inspecting/calibrating flow meters. Note, UCF (Keith Coelho) calibrates meters yearly and keeps internal records. However, compliance only requires submission of calibration records once every ten years.	Not required in 2021												
Annual Water Audit	SJRWMD	3202 CUP Only - Condition 19	Form_40C-2-900(7)	Annually	Feb 15th of following year.	N/A	Coordination with Keith Coelho will be required to complete water audit.	Start Compiling Data for Water Audit (Recommended but not Required)	Submit Water Audit by 15th											
Annual Water Conservation Report	SJRWMD	3202 CUP Only - Condition 20	None	Annually	Feb 15th of following year.	N/A	Based on the Water Conservation Plan UCF submitted as part of their CUP application. It may be prudent to look at past years reports as a basis for report.	Start on Water Conservation Report (Recommended but not Required)	Submit Conservation Report by 15th											
CUP Compliance Report	SJRWMD	3202 CUP - Condition 24 130289 CUP - Condition 22	None	Single Submission	3202 CUP - May 13th 2023 130289 CUP - June 12th 2022	N/A	This report is to detail that UCF still needs their allocation for the second half of the CUP term.	m. Not required in 2021												
Risk and Resilience Assessment (RRA) Certification	EPA	Section 1433 of the Safe Drinking Water Act	Risk and Resilience Assessment Certification Statement	Every 5 Years 6/30/2021 then 6/30/2026 etc	6/30/2021	N/A	Per email: "Updated Population for Risk & Resilience Assessments and Emergency Response Plan Certification Requirement-University of Central Florida PWS #3480409" https://www.epa.gov/wateresilience/americas-water-infrastructure-act-risk-assessments-and- emergency-response-plans Website has requirements etc. Note, UCF is not required to submit the Assessment but rather the certification statement. Certification statement can be filled out and signed online or printed out, signed and submitted.	Start on Risk and Resilience Assessment (Recommended but not Required)					Completed and Certification sent to EPA by 30th							
Emergency Response Plan Certification	EPA	Section 1433 of the Safe Drinking Water Act	Emergency Response Plan Certification Slatement	Every 5 Years 12/30/2021 then 12/30/2026 etc	12/30/2021	N/A	Per email: "Updated Population for Risk & Resilience Assessments and Emergency Response Plan Certification Requirement-University of Central Florida PWS #3480409" https://www.epa.gov/waterresilience/americas-water-infrastructure-act-risk-assessments-and-emergency-response-plans Website has requirements etc. Note, UCF is not required to submit the Plan but rather the certification statement. Certification statement can be filled out and signed online or printed out, signed and submitted.							Start on Emergency Response Plan (Recommended but not Required)					Completed and Submitted to EPA by 30th	
Fire Hydrant Maintenance Report	OC Fire Department	From UCF's Existing Calendar	OC Fire Department Excel Spreadsheet	Currently twice per year Moving forward once per year	February 15th for previous year	N/A	Currently performing this task twice per year, however, moving forward this task will be performed only once per year.		Submit Report to Orange County Fire Rescue by 15th						-					
Valve Exercise	None	62-555.350(2) & 62-555.350(12)(c)	None	Twice Annually	None	N/A	Valve exercise maintenance practices should be performed at least annually when possible. There are no required regulatory submittals for this item, however valve exercise records are required to be kept at the VTP for FDEP review if requested. Practically, this maintenance activity should be performed monthly and split across the entire year.									-				
Flushing	SJRWMD	62-555.350(2) & 62-555.350(12)(c)	None	Twice Annually	None	N/A	Flushing of dead end lines should be performed quarterly or in accordance with a flushing program. Volumes flushed are required to be recorded and then reported in UCFs Annual Water Audit submitted to SJRWMD annually. Records are required to be kept at the WTP for FDEP review if requested.													