State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY
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LOCATION:
33 W. STATE STREET
TRENTON, NJ

November 9, 2004

TO: All Using Agencies & Term Contract T-1844 Vendors.

FROM: Wilma Wilt, Contract Procurement & Control Specialist

SUBJECT: Fuel Oil, Biodiesel B20
Term Contract T-1844 (Solicitation X-34465)
Period: November 1, 2002 to October 31, 2005

A D D E N D U M # 1

DEP has adopted amendments to the New Jersey Pollutant Discharge Elimination System (NJPDES), N.J.A.C. 7:14A-24, requiring Using Agencies that meet specific criteria, to apply for NJPDES permits. The new amendment also requires Using Agencies to meet specific standards, measurable goals, and implementation schedules. Attachment D of the Highway Agency Stormwater General Permit, copy attached, outlines the required practices for fueling operations, vehicle maintenance and good housekeeping SBRs (Statewide Basic Requirements) that an Using Agency must follow.

Based on the new changes, it is recommended that the following amendment be included as part of all existing fuel/gasoline contracts, effective April 1, 2005 for Using Agencies that were issued new stormwater permits on or after April 1, 2004.

Additional Contractor Responsibilities Clause:

Dispensing of Fuels and Spill Prevention Requirements:

- There shall be no topping off vehicles, mobile fuel tanks, and storage tanks. Drip pans must be used under all hose and pike connections and other leak-prone areas during bulk transfer of fuels.

- During bulk transfer storm sewer inlets must be blocked, or tanks must be contained with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels.

- Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must immediately be repaired or replaced.

Delivery Scheduling:

Using Agencies that have a NJPDES permit on file must have a trained employee present to supervise during bulk transfer. The contractor must contact the key location representative one hour prior to each fuel/gasoline delivery or the delivery may not be permitted. If an emergency situation exists, the key location representative may instruct the contractor to deliver the fuel/gasoline without an agency employee present. Times and dates for regular and emergency deliveries will be scheduled in accordance with the original terms of the contract. Any specific agency instructions with contact person/phone number, specific delivery days and times, etc. will attached to the Notice of Award addendum. Any additional specific agency instructions will be advised separately in a future Notice of Award addendum.

Attachment D
REQUIRED PRACTICES FOR FUELING OPERATIONS, VEHICLE MAINTENANCE, AND GOOD HOUSEKEEPING SBRs

A. The following BMPs must be implemented at maintenance yards, including maintenance activities at Service Areas and ancillary operations (for example, impound yards, solid waste transfer stations, mobile fueling), where applicable, that are operated by the Highway Agency:

1. Inventory Requirements for Maintenance Yard Operations (including Service Areas, and Ancillary Operations)

a. Highway Agencies shall include for maintenance yard operations an inventory that includes the following:

i. A list to be made part of the SPPP of general categories of all materials or machinery located at the maintenance yard, which could be a source of pollutants in a stormwater discharge. The materials in question include, but are not limited to: raw materials; intermediate products; final products; waste materials; by-products; machinery and fuels; and lubricants, solvents, and detergents that are related to the maintenance yard operations or ancillary operations. Materials or machinery that are not exposed to stormwater or that are not located at the maintenance yard or related to its operations do not need to be included.

2. Fueling

a. No topping off vehicles, mobile fuel tanks, and storage tanks. Drip pans must be used under all hose and pipe connections and other leak-prone areas during bulk transfer of fuels.

b. During bulk transfer block storm sewer inlets, or contain tank with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels. A trained employee must always be present to supervise during bulk fuel transfer.

c. Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment, and appropriate contact information for the person(s) responsible for spill response.

d. Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must immediately be repaired or replaced.

3. Vehicle Maintenance

a. Perform all vehicle and equipment maintenance at an indoor location with a paved floor whenever possible. For projects that must be performed outdoors that last more than one day, portable tents or covers must be placed over the equipment being serviced when not being worked on, and drip pans must be used.

HIGHWAY AGENCY LIST
FROM DEPARTMENT OF ENVIRONMENTAL PROTECTION

Atlantic City Expressway-South Jersey Transportation	Joseph Penn		609-561-6400
Atlantic County Roads	Robert Lindaw, Jr.	Supervising Planner	609-645-5898
Bergen County Roads	Frank Linardi	Supervisor of Roads	201-646-2808
Burlington County Bridge Commission	John Jeffers		856-829-1900
Burlington County Roads	Paul D. Wnek		609-726-7300
Camden County Roads	Paul Cuneo		856-566-2980
Cape May County Bridge Commission			
Cape May County Roads	Dale M. Foster	P.E.	609-465-1035
Cumberland County Roads			
Delaware River and Bay Authority		Maintenance Superintendent	302-571-6309
Delaware River Joint Toll Bridge Commission	Kevin M. Skeels		267-790-1049
Delaware River Port Authority	Daniel Faust	Chief Engineer	856-968-2068
Essex County Roads	Mr. Sanjeev Varghese		973-226-8500
Gloucester County Roads	Jerry K. Lovell	County Engineer	856-307-6600
Hudson County Roads	Demetrio Arencibia	Assistant County Engineer	201-558-7020
Hunterdon County Roads	John P. Glynn	Director	908-788-1227
Mercer County Roads	Gregory Sandusky	Assistant County Engineer	609-989-6600
Middlesex County Roads	David Campion	Road Supervisor	732-940-3805
Monmouth County Roads	Daniel J. Wolfe	P.E., C.P.M.	732-577-8758
Morris County Roads	Edward H. Bennett		973-285-6749
New Jersey Turnpike	Stephen Buente		732-442-8600 x2240
New York - New Jersey Port Authority	Bernice Malione	Supervisor - Permits & Governmental Approvals	973-565-7565
NJDOT - Central	Robert W. Lane	Section Chief	609-530-2975
NJDOT - Northern	Robert W. Lane	Section Chief	609-530-2975
NJDOT - Southern	Robert W. Lane	Section Chief	609-530-2975
Ocean County Roads	Ronald A. Lotrecchio	County Engineer	732-929-2130
Palisades Interstate Parkway	Jim Hall	Superintendent	201-768-1360
Passaic County Roads	Steven J. Edmond	County Engineer	973-881-4456
Salem County Roads	Joseph P. Federici, Jr.	County Engineer	856-935-7510 ext.8549
Somerset County Roads	Michael J. Amorosa	County Engineer/Director of Public Works	908-231-7024
Sussex County Roads - Department of Engineering and Planning	Bill Koppenaal	Chief Engineer	973-579-0430
Union County Roads	James Lynch	Project Manager	908-789-3673
Warren County Roads	Frederick J. Miller	Certified Public Works Manager	908-475-7975

List of DHS and DOC facilities that have a Public Complex permit

Complex Name	First Name	Last Name	Stormwater Program Coordinator Title	Phone #	SPC Email
Adult Diagnostic and Treatment Center-DOC	Thomas	Carbone	EICM	732-574-2250	
Albert C. Wagner Youth Correctional Facility	Randy	Bryden	EICM	609-298-0500	
Ancora Psychiatric Hospital	Charles	Zingrone		609-561-1700	charles.zingrone@dhs.state.nj.us
Central Reception and Assignment Facility/Jones Farm Minimum Security Unit	Brian	Irving	EICM	609-633-7272	
Correctional Institution & Rehabilitation Center	Daniel	Wolfe	P.E., C.P.M.	732-577-8758	dwolfe@shore.co.monmouth.nj.us
East Jersey State Prison	Ed	Kocserha	EICM	732-499-5272	
Edna Mahen Correctional Facility	Mike	Tinnes	EICM	908-735-3644	
Garden State Youth Correctional Facility	Jeff	Mattis	EICM	609-298-6300 ext. 2015	
Greystone Park Psychiatric Hospital	Nick	Folger	CPS	973-538-1800	Franklin.Folger@dhs.state.nj.us
Hunterdon Developmental Center	Craig	Rush	A.E.2	908-735-4031	craig.rush@dhs.state.nj.us
Kean University	**Eduardo**	**delValle**	**Associate Vice President, Facilities &**	**908-737-5000**	**edelvall@kean.edu**
Montclair State University	**Kiki**	**Williams**	**Director PPD**	**973-655-7104**	**williamsk@mail.montclair.edu**
Mountainview Youth Correctional Facility	Richard	Greco	EICM	908-638-6191	
New Jersey City University	**Richard**	**Suarez**	**Engineer-in-Charge**	**201-200-3191**	**RSuarez@njcu.edu**
New Jersey Department of Transportation	Robert	Lane	Section Chief	609-530-2975	RobertLane@dot.state.nj.us
New Jersey Institute of Technology					
New Jersey State Prison	Dave	Hoffman	EICM	609-341-4619	
NJ Department of Treasury - John Fitch Complex	Georgette	Bunch		609-633-2127	Georgette.Bunch@treas.state.nj.us
NJ Department of Treasury - State House Complex	Georgette	Bunch		609-633-2127	
NJ Department of Treasury - Trenton Office Complex	Georgette	Bunch		609-633-2127	
North Jersey Developmental Center					
Northern State Prison	James	Carey	EICM	973-465-0065 x4987	

Ramapo College of New Jersey	**William**	**Alagna**	**Director of Facilities**	**201-529-7666**	**walangna@ramapo.edu**
Riverfront State Prison	Ray	Albert	EICM	856-225-5700	
Rowan University	**Glen**	**Brewer**		**856-256-4507**	**Brewer@Rowan.edu**
Rutgers, The State Universeity of New Jersey (College Avenue Campus)	**Anthony**	**Calcado**	**Executive Director, FMS**	**732-445-2166**	**Calcado@blfms.rutgers.edu**
Rutgers, The State University of New Jersey (Busch/Livingston Campus)	**Anthony**	**Calcado**	**Executive Director, FMS**	**732-445-2166**	**Calcado@blfms.rutgers.edu**
Rutgers, The State University of New Jersey (Cook/Douglass Campus)	**Anthony**	**Calcado**	**Executive Director, FMS**	**732-445-2166**	**Calcado@blfms.rutgers.edu**
South Woods State Prison	Ed	Watts	EICM	856-459-7608	
The College of New Jersey	**Brunelle**	**Tellis**		**609-771-2881**	**tellis@tcnj.edu**
The Richard Stockton College of New Jersey	**Martin**	**Hughes**	**Associate Director of Plant Management**	**609-652-4221**	**hughesma@stockton.edu**
Trenton Psychiatric Hospital	Peter	Talevi	AEIC-1	609-633-1916	Peter.Talevi@dhs.state.nj.us
Vineland Development Center (West Campus)	Bruce	Mondgock	Engineer	856-696-6062	Bruce.Mondgock@dhs.state.nj.us
Vineland Developmental Center (East Campus)	Bruce	Mondgock	Engineer	856-696-6062	Bruce.Mondgock@dhs.state.nj.us
William Paterson University of New Jersey	**Elizabeth**	**Stagg**	**P.E.**	**201-337-7700**	**BSTAGG181@Aol.com**
Woodbridge Developmental Center	Carmen Reale	Reale	Engineer - in - Charge	732-499-5560	creale@dhs.state.nj.us

DEPARTMENT OF TRANSPORTATION
FUEL CONTACTS LIST

REGION NORTH

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D. NEEDHAM	FOLSOM	609-561-8121	856-738-8069
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