

## **APPENDIX E**

**Memorandum of Agreement  
Between  
The Connecticut Department of Energy & Environmental Protection  
and the  
the Five Conservation Districts of Connecticut  
for  
Technical Assistance for Locally Approvable Stormwater Construction General Permits**

**WHEREAS**, the Commissioner of the Department of Energy and Environmental Protection (“Department” or “DEEP”) is authorized by section 22a-6(a)(2)(3) and (4) of the Connecticut General Statutes (“CGS”) to enter into this Agreement; and

**WHEREAS**, the five Conservation Districts of Connecticut (collectively, the “Districts”), are not-for-profit corporations duly authorized, organized and existing under the laws of the State of Connecticut and are authorized by section 22a-315 of the CGS and section 22a-315-14 of the Regulations of Connecticut State Agencies to enter into this Agreement; and

**WHEREAS**, section 22a-430b of the Connecticut General Statutes authorizes the Department to regulate stormwater discharges from construction activities under the General Permit for the Discharge of Stormwater and Dewatering Wastewaters Associated with Construction Activities (“the Construction General Permit” or “CGP”), which has been or shall be issued on October 1, 2019. The Construction General Permit requires the implementation of erosion and sediment controls to control the discharge of sediment from construction and post-construction discharges; and

**WHEREAS**, Construction General Permits require the preparation and implementation of a Stormwater Pollution Control Plan (“Plan” or “SWPCP”) to prevent erosion and the discharge of sediment to the waters of the state; and

**WHEREAS**, pursuant to section 22a-315 of the CGS, soil and water conservation districts and boards were established to advise the Commissioner on matters of soil and water conservation and erosion and sediment control and to assist the Commissioner in implementing programs related to soil and water conservation and erosion and sediment control; and

**WHEREAS**, pursuant to section 22a-315 of the CGS, the soil and water conservation districts and boards may receive funds from private sources for services provided to promote soil and water conservation and to assist the Commissioner in the implementation of related programs; and

**WHEREAS**, section 22a-326 of the CGS declares the policy of the state “to strengthen and extend its erosion and sediment control activities and programs and to establish and implement, through the Council on Soil and Water Conservation, soil and water conservation districts, the municipalities and the Commissioner of Energy and Environmental Protection, a state-wide coordinated erosion and sediment control program which shall reduce the danger from storm water runoff, minimize nonpoint sediment pollution from land being developed and conserve and protect the land, water, air and other environmental resources of the state;” and

**WHEREAS**, the Districts have understanding and experience in reviewing erosion and sediment control plans because of their longstanding participation in the municipal approval process, as required by section 22a-329 of the CGS; and

**WHEREAS**, DEEP and the Districts are jointly dedicated to protecting the waters of the state by controlling the discharge of sediment and the pollution resulting from stormwater runoff.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions hereinafter stated, the Parties agree as follows:

### **Special Conditions**

#### **I. REQUIREMENTS FOR TECHNICAL ASSISTANCE BY DISTRICTS**

- A. SWPCP technical assistance shall be conducted by a District representative having one or more of the following minimum qualifications: (i) a bachelor's degree in hydrology, engineering (agricultural, civil, environmental, or chemical), landscape architecture, geology, soil science, environmental science, natural resources management, or a related field and two years of professional and field experience, or (ii) the EnviroCert International, Inc. designation as a Certified Professional in Erosion and Sediment Control (CPESC), Certified Erosion, Sediment and Stormwater Inspector (CESSWI), or a Certified Professional in Stormwater Quality (CPSWQ).
- B. All technical assistance on SWPCPs undertaken by a District shall be conducted in accordance with the guidelines and procedures established by DEEP in consultation with the Districts, as further described below.

#### **II. LOCALLY APPROVABLE PROJECTS**

For locally approvable projects, as defined in the Construction General Permit, with five (5) or more acres of soil disturbance, the appropriate District (as indicated in Exhibit 2 of this agreement) shall review Stormwater Pollution Control Plans submitted to the District in accordance with Section 3(b)(10) of the CGP, shall determine whether each such SWPCP is consistent with the requirements of the CGP, and shall advise the Commissioner in writing of its determination regarding the SWPCP's consistency. The appropriate District may request assistance from another District or re-assign a project to another District upon mutual consent of the Districts. The Commissioner will be notified in writing of any re-assignment.

##### **A. Components of the SWPCP Review by the Districts**

###### **1. Requirements for Conducting a Review:**

The District shall begin a SWPCP review upon the receipt of the all of following: the developer's request for review, two hard copies and a digital copy of the proposed SWPCP, a non-refundable down payment from the permittee as per the Fee Schedule in Exhibit 1 and the written permission of the developer to enter onto and inspect the project site. Once the District is in receipt of all the documents and the fee as delineated above, the developer's SWPCP shall be considered submitted to the District.

###### **2. Determinations of Consistency by the District after Review of the SWPCP and Subsequent Procedures**

###### **(a) If the District determines the developer's SWPCP is:**

(i) Consistent with the requirements of the Construction General Permit, the District shall issue an affirmative determination notice to both the developer or such developer's designee and to DEEP in order to advise them of the adequacy of the SWPCP. The District shall also provide a copy of the SWPCP to DEEP if requested by the Commissioner.

(ii) Not consistent with the requirements of the Construction General Permit, the District shall provide a written notice of such inconsistency to the developer or such developer's designee; such notice shall include a list of the SWPCP's deficiencies and any appropriate explanatory comments.

- (b) If the developer's SWPCP is found to be inconsistent with the CGP, the developer may revise the SWPCP (the "Revised SWPCP") to address any deficiencies noted by the District and resubmit its Revised SWPCP to the District for review.
- (c) If the District receives a Revised SWPCP in accordance with subsection (b) above, the District shall perform a review of the Revised SWPCP. If the Revised SWPCP is deemed:
  - (i) Consistent with the requirements of the Construction General Permit, the District shall (1) issue an affirmative determination notice to both the project developer or such project developer's designee and to DEEP to advise them of the adequacy of the SWPCP and (2) provide a copy of the SWPCP to the DEEP if requested by the Commissioner; or
  - (ii) Not consistent with the requirements of the CGP after this review, the District shall provide a written notice of such inconsistency to the developer or such developer's designee. This notice shall include a list of all remaining SWPCP deficiencies and any explanatory comments as appropriate.
- (d) In the event the District determines after review of the Revised SWPCP in accordance with subsection (c), above, that the Revised SWPCP remains inconsistent with the requirements of the Construction General Permit, the developer shall continue to resubmit a Revised SWPCP in accordance with subsection (c), above, until such time as the District determines that the SWPCP is consistent with the requirements of the Construction General Permit and issues an affirmative determination notice. As such, the resubmitted Revised SWPCP shall be reviewed by the District in accordance with the timeframes set forth in Section II.B., and other applicable sections of this document, and the fee shall remain in accordance with the Fee Schedule in Exhibit 1.
- (e) Revisions to a SWPCP subsequent to the District's prior approval of developer's SWPCP

In the event the developer revises a SWPCP after the District has determined that the developer's SWPCP, prior to this revision, was consistent with the requirements of the Construction General Permit, the SWPCP shall be considered a Post-Approval Resubmission. In such a case, the District shall review the SWPCP in accordance with the timeframes set forth in Section II.B., and other applicable sections of this document, and the fee shall be in accordance with the Fee Schedule in Exhibit 1.

## **B. Plan Review Timeframes**

1. The District shall review a new submission of a SWPCP submitted by a developer or such developer's designee and provide review comments or issue an affirmative determination notice within thirty (30) calendar days of the date of a complete submission as specified in Section II.A.1.
2. If the District identifies deficiencies in the SWPCP, the District shall allow the developer or such developer's designee the opportunity to revise their SWPCP and resubmit it to the District within fifteen (15) calendar days after the date of mailing or delivery of the District's written comments to the developer or such developer's designee.
3. The District shall review any SWPCP revised in accordance with subsection II.B.2., above, and provide a written determination of the SWPCP's consistency or inconsistency within fifteen (15) calendar days after the submission of the revised SWPCP. Subsequent resubmissions of a revised SWPCP shall be in accordance with the same timeframes.
4. At the request of the District or the developer and with the agreement of both the District and the developer, the deadlines stated in subsections 1. – 3., above, may be extended. However, any such

extensions shall be limited to no more than double the original amount of time allowed above for the relevant action.

5. Expedited review of a SWPCP may be requested by a developer. However, the Districts shall have complete discretion to accept or decline such request for an expedited review based on the District's circumstances, including, but not limited to: their existing workload, vacation schedules and staffing. If a District grants an expedited review, the timeframe shall be reduced to no more than one third of the timeframes noted in subsection 1. – 3., above, and the fee and non-refundable down payment shall be twice those amounts listed in Exhibit 1.
6. In the event a District does not complete the review of the SWPCP within sixty (60) days (or within the time allowed under any resubmissions or authorized extension pursuant to subsections B.3 and B.4, above, but in no circumstance later than 120 days) of the date the SWPCP was initially submitted to the District, and provided such delay is not the result of the developer's or such developer's designee's failure to address SWPCP deficiencies as noted in subsection B.2, above, the District shall:
  - (a) not later than three (3) days after the District's deadline, notify the DEEP that the developer shall be initiating the registration process for the Construction General Permit in accordance with section II.B of this Agreement, for completion of the SWPCP review, and;
  - (b) provide to the DEEP, upon request, the District's complete file, including supporting documentation the developer's SWPCP consistency determination, including, but not limited to, the SWPCP, any other documentation submitted to the District by or on behalf of a developer, and any analysis already performed by the District; and
  - (c) not later than seven (7) days after the District's deadline, in accordance with section II.B of this Agreement, for completion of the SWPCP review, transfer to the DEEP all fees that were originally submitted by the developer.

#### C. Inspections of the Project Site

1. Prior to the commencement of project construction and during the course of the SWPCP review process, the District shall conduct at least one inspection of the project site.
2. Once the construction of the project has begun, the District shall make at least one, but not more than three, inspection(s) of the project site to verify that the developer's SWPCP is being implemented as approved by the District. The District shall report the results of the inspection(s) to the developer or such developer's designee and to DEEP in a manner prescribed by the Commissioner.
3. Upon notification from the developer or developer's designee, in accordance with Section 6(a)(1) of the CGP, that construction of the stormwater collection and management system is complete, the District shall conduct one inspection of the project site to verify that the post-construction stormwater management measures were completed in accordance with the approved SWPCP. The District shall report the results of this inspection to DEEP in a manner prescribed by the Commissioner.

#### D. Audits

The District agrees that all records pertaining to this Agreement shall be maintained for a period of not less than five (5) years. Such records shall be made available to the DEEP and to the state auditors upon request. For the purposes of this Agreement, "Records" are all working papers and such information and materials as may have been accumulated by the District in performing the Agreement, including, but not limited to, documents, data, analysis, plans, books, computations, drawings, specifications, notes, reports, records, estimates, summaries and correspondence, kept or stored in any form.

### **III. FEE SCHEDULE.**

- A.** A District may assess fees for the services it renders in conjunction with its SWPCP reviews. Such fees shall be assessed in accordance with the Fee Schedule in Exhibit 1. All fees shall be submitted by the developer to the District with the developer's request for review and inspections. These fees are non-refundable.
- B.** The Fee Schedule shall be reviewed annually by the Parties. The Fee Schedule may be adjusted as warranted, without a formal amendment to this Agreement, by mutual agreement between the Districts and the Commissioner.

### **IV. RESPONSIBILITIES OF DEEP.**

- A.** In accordance with the Construction General Permit requirements for SWPCP reviews of locally approvable projects by a third party, DEEP shall conduct outreach to inform the development community that a District may review SWPCPs for consistency with the requirements of the Construction General Permit. DEEP shall also inform the development community that a registration form for authorization of a locally approvable project under the Construction General Permit may only be submitted to DEEP if: the District, or other third party in accordance with Section 3(b)(11) of the CGP, determines that the SWPCP is consistent with the requirements of the CGP, or in the event the time schedule is exceeded for a District review as described in section II.B.6, above.
- B.** In order to institute standard SWPCP review guidelines and procedures, DEEP shall coordinate with the Districts to prepare a SWPCP checklist. The standard review guidelines and procedures established shall be consistent with the requirements of the Construction General Permit, the 2002 CT Guidelines for Soil Erosion and Sediment Control, and the 2004 Stormwater Quality Manual, as respectively amended. The Commissioner shall have final approval of the review guidelines and procedures.
- C.** DEEP shall provide initial training regarding SWPCP requirements for District staff involved in SWPCP reviews. The frequency of subsequent training shall be determined by the Commissioner.
- D.** DEEP shall retain final decision making authority regarding the determination that a SWPCP is or is not consistent with the requirements of the Construction General Permit and shall oversee the permitting process for Construction General Permit coverage.
- E.** Once a SWPCP has been approved, DEEP shall oversee any subsequent compliance and/or enforcement matters related to a developer's adherence to the requirements of the Construction General Permit.
- F.** DEEP shall have the discretion to review any of the Districts' records pertaining to any aspect this Agreement.

### **V. POINTS OF CONTACT.**

The following shall be points of contact for this Agreement unless otherwise agreed to by all Parties, notwithstanding section VI. All notices, demands, requests, consents, approvals or other communications required or permitted to be given or which are given with respect to this Agreement (for the purpose of this section collectively called "Notices") shall be deemed to have been effected at such time as the notice is placed in the U.S. mail, first class and postage prepaid, return receipt requested, or, placed with a recognized, overnight express delivery service that provides for a return receipt. All such Notices shall be in writing and shall be addressed as follows:

**A. DEEP**

Director  
Water Permitting & Enforcement Division  
Bureau of Material Management & Compliance Assurance  
Department of Energy & Environmental Protection  
79 Elm St.  
Hartford, CT 06106  
Phone: 860-424-3018  
Fax: 860-424-4074

**B. Conservation District**

Board Chairperson  
Address & Phone of appropriate District:

Northwest Conservation District  
1185 New Litchfield Street  
Torrington, CT 06790  
Ph: 860-626-7222  
Fax: 860-626-7222  
Email: info@nwcd.org

Eastern Connecticut Conservation District  
238 West Town Street  
Norwich, CT 06360-2111  
Ph: 860-319-8806  
Email: Dan.Mullins@comcast.net

Connecticut River Coastal Conservation District, Inc.  
deKoven House Community Center  
27 Washington Street  
Middletown, CT 06457  
Ph: 860-346-3282  
Email: ctrivercoastal@conservect.org

Southwest Conservation District  
51 Mill Pond Road  
Hamden, CT 06514  
Ph: 203-859-7014  
Email: csullivan@conservect.org

North Central Conservation District  
24 Hyde Avenue  
Vernon, CT 06066  
Ph: 860-875-3881  
Email: tollandc@snet.net

**General Conditions**

**VI. EXECUTIVE ORDERS AND ANTI-DISCRIMINATION.** This Contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which

are incorporated into and are made a part of the Contract as if they had been fully set forth in it. The Contract may also be subject to Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services and to Executive Order No. 49 of Governor Dannel P. Malloy, promulgated May 22, 2015, mandating disclosure of certain gifts to public employees and contributions to certain candidates for office. If Executive Order 14 and/or Executive Order 49 are applicable, they are deemed to be incorporated into and are made a part of the Contract as if they had been fully set forth in it. At the Contractor's request, the Client Agency or DAS shall provide a copy of these orders to the Contractor.

**VII. AMENDMENTS.** Either the DEEP or the Districts may recommend revisions to this Agreement as circumstances may warrant; however, any revisions must be upon mutual agreement of DEEP and all five Conservation Districts. Unless otherwise stated in this Agreement, formal written amendment is required for changes to any of the terms and conditions specifically stated in the Agreement, any prior amendments to the Agreement, and any other Agreement revisions determined material by the Department.

**VIII. SEVERABILITY.** The provisions of this Agreement are severable. If any part of it is found unenforceable, all other provisions shall remain fully valid and enforceable, unless the unenforceable provision is an essential element of the bargain.

**IX. SOVEREIGN IMMUNITY.** The Parties acknowledge and agree that nothing in the Agreement shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by federal law or the laws of the State of Connecticut to the State or any of the State's, which they may have had, now have or shall have with respect to all matters arising out of the Agreement. To the extent that this section conflicts with any other section, this section shall govern.

**X. FORUM AND CHOICE OF LAW.** The Agreement shall be deemed to have been made in the City of Hartford, State of Connecticut. Both Parties agree that it is fair and reasonable for the validity and construction of the Agreement to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by federal law or the laws of the State of Connecticut do not bar an action against the State or the Districts, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Districts waive any objection which they may now have or shall have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

**XI. TERMINATION.** Notwithstanding any provisions in this Agreement, DEEP, through a duly authorized employee, may terminate the Agreement whenever the Agency makes a written determination that such Termination is in the best interests of the State. The Agency shall notify the Districts in writing sent by certified mail, return receipt requested, which notice shall specify the effective date of Termination and the extent to which the Districts must complete its Performance under the Agreement prior to such date; or (b) The Districts may terminate the Agreement for good cause. The Districts shall notify DEEP by written notice at least one hundred eighty (180) days prior to the effective date of termination. In order for the Districts to terminate this Agreement, (1) there must be a consensus between all five Conservation Districts that each District shall be terminating this Agreement with the DEEP; (2) such proof of consensus shall be submitted to the DEEP in the form of a letter signed by the duly authorized agent for each District by certified mail, return receipt requested, at least one hundred eighty (180) days prior to the Districts' intention to cancel or terminate. Upon the Termination of this Agreement by either Party, the Districts shall deliver to the Agency copies of all Records no later than thirty (30) days after the Termination of the Agreement, or fifteen (15) days after the Non-terminating Party receives a written request from the Terminating Party for the Records. The Districts shall deliver those Records that exist in electronic, magnetic or other intangible form in a non-proprietary format, such as, but not limited to, PDF, ASCII or .TXT. Upon receipt of a written notice of

Termination from the Agency, the Districts shall cease operations as the Agency directs in the notice, and take all actions that are necessary or appropriate, or that the Agency may reasonably direct, for the protection, and preservation of records. Except for any work which the Agency directs the Districts to Perform in the notice prior to the effective date of Termination, and except as otherwise provided in the notice, the Districts shall terminate or conclude all existing subcontracts and purchase orders and shall not enter into any further subcontracts, purchase orders or commitments. Upon Termination of the Agreement, all rights and obligations shall be null and void, so that no Party shall have any further rights or obligations to any other Party, except with respect to the sections which survive Termination. All representations, warranties, agreements and rights of the Parties under the Agreement shall survive such Termination to the extent not otherwise limited in the Agreement and without each one of them having to be specifically mentioned in the Agreement. Termination of the Agreement pursuant to this section shall not be deemed to be a breach of Agreement by the Agency.

**XII. DURATION OF AGREEMENT.** This Agreement shall be effective on July 1, 2019 or on the date of the last signature below, whichever is later, and shall continue in force unless canceled or terminated by either party in accordance with paragraph XI above.

**XIII. VOID AB INITIO.** Notwithstanding paragraphs XI and XII, the Agreement shall be void *ab initio* if the Construction General Permit is reissued, revoked or modified to eliminate the need for the Districts to review the SWPCP pursuant to such general permit's terms and conditions or if the Construction General Permit expires and is not reissued.

**XIV. INTERPRETATION.** The Agreement contains numerous references to statutes and regulations. For purposes of interpretation, conflict resolution and otherwise, the content of those statutes and regulations shall govern over the content of the reference in the Agreement to those statutes and regulations.

**XV. ENTIRETY OF AGREEMENT.** This Agreement is the entire agreement between the Parties with respect to its subject matter, and supersedes all prior agreements, proposals, offers, counteroffers and understandings of the Parties, whether written or oral. The Agreement has been entered into after full investigation, neither Party relying upon any statement or representation by the other unless such statement or representation is specifically embodied in the Agreement.

**XVI. PROTECTION OF STATE CONFIDENTIAL INFORMATION.**

- A.** The Districts or District Parties, at their own expense, have a duty to and shall protect from a Confidential Information Breach any and all Confidential Information which they come to possess or control, wherever and however stored or maintained, in a commercially reasonable manner in accordance with current industry standards. Confidential Information is any information that a party claims to be exempt from the state Freedom of Information Act (Section 1-210 et seq of the Connecticut General Statutes, also called FOIA) as specified in that Act.
- B.** Each District or District Party shall develop, implement and maintain a comprehensive data-security program for the protection of Confidential Information. The safeguards contained in such program shall be consistent with and comply with the safeguards for protection of Confidential Information, and information of a similar character, as set forth in all applicable federal and state law and written policy of the Department or State concerning the confidentiality of Confidential Information. Such data-security program shall include, but not be limited to, the following:
  - 1. A security policy for employees related to the storage, access and transportation of data containing Confidential Information;
  - 2. Reasonable restrictions on access to records containing Confidential Information, including access to any locked storage where such records are kept;



3. A process for reviewing policies and security measures at least annually;
4. Creating secure access controls to Confidential Information, including but not limited to passwords; and
5. Encrypting of Confidential Information that is stored on laptops, portable devices or being transmitted electronically.

- C. The District and District Parties shall notify the Department and the Connecticut Office of the Attorney General as soon as practical, but no later than twenty-four (24) hours, after they become aware of or suspect that any Confidential Information which Parties have come to possess or control has been subject to a Confidential Information Breach. If a Confidential Information Breach has occurred, the District shall, within three (3) business days after the notification, present a credit monitoring and protection plan to the Commissioner of Administrative Services, the Department and the Connecticut Office of the Attorney General, for review and approval. Such credit monitoring or protection plan shall be made available by the District at its own cost and expense to all individuals affected by the Confidential Information Breach. Such credit monitoring or protection plan shall include, but is not limited to, reimbursement for the cost of placing and lifting one (1) security freeze per credit file pursuant to Connecticut General Statutes §36a-701a. Such credit monitoring or protection plans shall be approved by the State in accordance with this Section and shall cover a length of time commensurate with the circumstances of the Confidential Information Breach. The District's costs and expenses for the credit monitoring and protection plan shall not be recoverable from the Department, any State of Connecticut entity or any affected individuals.
- D. The District shall incorporate the requirements of this Section in all subAgreements requiring each District Party to safeguard Confidential Information in the same manner as provided for in this Section.
- E. Nothing in this Section shall supersede in any manner the District's and/ or the District Parties' obligations pursuant to HIPAA or the provisions of this Agreement concerning the obligations of the District as a Business Associate of the Department.

**XVII. AMERICANS WITH DISABILITIES ACT.** The Districts shall be and remain in compliance with the Americans with Disabilities Act of 1990 ("Act"), to the extent applicable, during the term of the Agreement. The DEEP may cancel the Agreement if the District and District Parties fail to comply with the Act.

**XVIII. ADA PUBLICATION STATEMENT.** The following statement shall be incorporated into all **publications** prepared under the terms of this Agreement:

"The Department of Energy and Environmental Protection is an affirmative action/equal opportunity employer and service provider. In conformance with the Americans with Disabilities Act, DEEP makes every effort to provide equally effective services for persons with disabilities. Individuals with disabilities who need this information in an alternative format, to allow them to benefit and/or participate in the agency's programs and services, should call DEEP's Human Resources Office at (860) 424-3006, send a fax to (860) 424-3896, or email [DEEP.MedRecs@ct.gov](mailto:DEEP.MedRecs@ct.gov). Persons who are hearing impaired should call the State of Connecticut relay number 711."

When advertising any **public meetings** conducted under the terms of this Agreement, the above publications language should be used as well as the following statement:

**"Requests for accommodations must be made at least two weeks prior to the program date."**

All **videos** produced under the terms of this Agreement must be made available with closed captioning.

**XIX. PUBLICATION OF MATERIALS.** The District must obtain written approval from the State of Connecticut prior to distribution or publication of any printed material prepared under the terms of this Agreement. Unless specifically authorized in writing by the State, on a case by case basis, the District shall have no right to use, and shall not use, the name of the State of Connecticut, its officials, agencies, or employees or the seal of the State of Connecticut or its agencies: (1) in any advertising, publicity, promotion; or (2) to express or to imply any endorsement of District's products or services; or (3) to use the name of the State of Connecticut, its officials agencies, or employees or the seal of the State of Connecticut or its agencies in any other manner (whether or not similar to uses prohibited by (1) and (2) above), except only to manufacture and deliver in accordance with this Agreement such items as are hereby contracted for by the State. In no event may the Districts use the State Seal in any way without the express written consent of the Secretary of State.

**XX. CHANGES IN PRINCIPAL PROJECT STAFF.** Any changes in District staff qualified to review Plans must be requested in writing and approved in writing by the Commissioner at the Commissioner's sole discretion. In the event of any unapproved change in District staff, the Commissioner may, in the Commissioner's sole discretion, terminate this Agreement.

**XXI. FURTHER ASSURANCES.** The Parties shall provide such information, execute and deliver any instruments and documents and take such other actions as may be necessary or reasonably requested by the other Party which are not inconsistent with the provisions of this Agreement and which do not involve the vesting of rights or assumption of obligations other than those provided for in the Agreement, in order to give full effect to the Agreement and to carry out the intent of the Agreement.

**XXII. ASSIGNMENT.** The Districts shall not assign any of their rights or obligations under the Agreement, voluntarily or otherwise, in any manner without the prior written consent of the Agency. The Agency may void any purported assignment in violation of this section and declare the District in breach of this Agreement. Any termination by the Agency for a breach is without prejudice to the Agency's or the State's rights or possible Claims.

**XXIII. EXHIBITS.** All exhibits referred to in, and attached to, this Agreement are incorporated in this Agreement by such reference and shall be deemed to be a part of it as if they had been fully set forth in it.

**XXIV. FORCE MAJEUR.** Events that materially affect the cost of the Goods or Services or the time schedule within which to Perform and are outside the control of the party asserting that such an event has occurred, including, but not limited to, labor troubles unrelated to District(s), failure of or inadequate permanent power, unavoidable casualties, fire not caused by a District, extraordinary weather conditions, disasters, riots, acts of God, insurrection or war.

**XXV. INDEMNIFICATION.** The Districts shall indemnify, defend and hold harmless the State and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all (1) Claims arising, directly or indirectly, in connection with the Agreement, including the acts of commission or omission (collectively, the "Acts") of the District or District Parties; and (2) liabilities, damages, losses, costs and expenses, including but not limited to, attorneys' and other professionals' fees, arising, directly or indirectly, in connection with Claims, Acts or the Agreement. The Districts obligations under this section to indemnify, defend and hold harmless against Claims includes Claims concerning confidentiality of any part of or all of the Districts' Records, any intellectual property rights, other proprietary rights of any person or entity, copyrighted or uncopyrighted compositions, secret processes, patented or unpatented inventions, articles or appliances furnished or used in the Performance. The Districts shall not be responsible for indemnifying or holding the State harmless from any liability arising due to the negligence of the State or any other person or entity acting under the direct control or supervision of the State. The Districts shall reimburse the State for any and all damages to the real or personal property of the State caused by the Acts of the Districts or any District Parties. The State shall give the Districts reasonable notice of any such Claims. The Districts shall carry and maintain at all times during the term of the Agreement, and during the time that any

provisions survive the term of the Agreement, sufficient general liability insurance to satisfy its obligations under this Agreement. The Districts shall name the State as an additional insured on the policy and shall provide a copy of the policy to the Agency prior to the effective date of the Agreement. The Districts shall not begin Performance until the delivery of the policy to the Agency. The Agency shall be entitled to recover under the insurance policy even if a body of competent jurisdiction determines that the Agency or the State is contributorily negligent. This section shall survive the Termination of the Agreement and shall not be limited by reason of any insurance coverage.

**XXVI. DISTRICT PARTIES.** A District's members, directors, officers, shareholders, partners, managers, principal officers, representatives, agents, servants, consultants, employees or any one of them or any other person or entity with whom the District is in privity of oral or written contract and the District intends for such other person or entity to Perform under the Agreement in any capacity

**XXVII. CAMPAIGN CONTRIBUTION RESTRICTION.** For all State contracts as defined in P.A. 07-1 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this Agreement expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. See SEEC Form 11.

Draft

## Authorizing Signatures

For DEEP: \_\_\_\_\_  
Katherine S. Dykes, Commissioner Date

For Northwest Conservation District: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

For Eastern Connecticut Conservation District: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

For Connecticut River Coastal Conservation District, Inc.: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

For Southwest Conservation District: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

For North Central Conservation District: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

## Exhibit 1

### Fee Schedule

The Districts will be paid \$120/hour for technical assistance work performed.

Non-refundable down payments required with submission:

\$2,500 for sites  $\leq$  20 acres

\$4,000 for sites  $>$  20 acres

Draft

Exhibit 2

**Conservation Districts of Connecticut  
Regional Delineations and Contact Information**

Northwest Conservation District  
1185 New Litchfield Street  
Torrington, CT 06790  
Ph: 860-626-7222  
Fax: 860-626-7222  
Email: [info@nwcd.org](mailto:info@nwcd.org)

Eastern Connecticut Conservation District  
238 West Town Street  
Norwich, CT 06360-2111  
Ph: 860-319-8806  
Email: [Dan.Mullins@comcast.net](mailto:Dan.Mullins@comcast.net)

Connecticut River Coastal Conservation District, Inc.  
deKoven House Community Center  
27 Washington Street  
Middletown, CT 06457  
Ph: 860-346-3282 Email: [ctrivercoastal@conservect.org](mailto:ctrivercoastal@conservect.org)

Southwest Conservation District  
51 Mill Pond Road  
Hamden, CT 06514  
Ph: 203-859-7014  
Email: [csullivan@conservect.org](mailto:csullivan@conservect.org)

North Central Conservation District  
24 Hyde Avenue  
Vernon, CT 06066  
Ph: 860-875-3881  
Email: [tollandc@snet.net](mailto:tollandc@snet.net)

<b>NORTHWEST</b>	<b>SOUTHWEST</b>	<b>NORTH CENTRAL</b>	<b>CT RIVER COASTAL</b>	<b>EASTERN</b>
Barkhamsted	Ansonia	Avon	Berlin	Andover
Bethel	Beacon Falls	Bloomfield	Chester	Ashford
Bethlehem	Bethany	Bolton	Clinton	Bozrah
Bridgewater	Branford	Bristol	Colchester	Brooklyn
Brookfield	Bridgeport	Burlington	Cromwell	Canterbury
Canaan	Cheshire	Canton	Deep River	Chaplin
Colebrook	Darien	Coventry	Durham	Columbia
Cornwall	Derby	East Granby	East Haddam	Eastford
Danbury	East Haven	East Hartford	East Hampton	East Lyme
Goshen	Easton	East Windsor	Essex	Franklin
Hartland	Fairfield	Ellington	Haddam	Griswold
Harwinton	Greenwich	Enfield	Hebron	Groton
Kent	Guilford	Farmington	Killingworth	Hampton
Litchfield	Hamden	Glastonbury	Lyme	Killingly
Morris	Meriden	Granby	Madison	Lebanon
New Fairfield	Middlebury	Hartford	Marlborough	Ledyard
New Hartford	Milford	Manchester	Middlefield	Lisbon
New Milford	Monroe	Plainville	Middletown	Mansfield
Newtown	Naugatuck	Simsbury	Newington	Montville
Norfolk	New Canaan	Somers	New Britain	New
North Canaan	New Haven	South Windsor	Old Lyme	London
Plymouth	North Branford	Stafford	Old Saybrook	North
Roxbury	North Haven	Suffield	Portland	Stonington
Salisbury	Norwalk	Tolland	Rocky Hill	Norwich
Sharon	Orange	Vernon	Salem	Plainfield
Sherman	Oxford	West Hartford	Westbrook	Pomfret
Southbury	Prospect	Wethersfield		Preston
Thomaston	Redding	Willington		Putnam
Torrington	Ridgefield	Windsor		Scotland
Warren	Seymour	Windsor Locks		Sprague
Washington	Shelton			Sterling
Watertown	Southington			Stonington
Winchester	Stamford			Thompson
Woodbury	Stratford			Union
	Trumbull			Voluntown
	Wallingford			Waterford
	Waterbury			Windham
	West Haven			Woodstock
	Weston			
	Westport			
	Wilton			
	Wolcott			
	Woodbridge			

### Exhibit 3

## CONSERVATION DISTRICT PLAN REVIEW CERTIFICATION

Registrations submitted to DEEP for which a Conservation District has performed the Plan review pursuant to Section 3(b)(10) of the General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities shall include the following certification:

"I hereby certify that I am an employee of the [INSERT NAME OF DISTRICT] Conservation District and that I meet the qualifications to review Stormwater Pollution Control Plans as specified in the Memorandum of Agreement between the Connecticut Department of Energy & Environmental Protection and the Five Conservation Districts of Connecticut for Technical Assistance for Locally Approvable Construction General Permits. I am making this certification in connection with a registration under the General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities, submitted to the commissioner by [INSERT NAME OF REGISTRANT] for an activity located at [INSERT ADDRESS OF PROJECT OR ACTIVITY]. I have personally examined and am familiar with the information that provides the basis for this certification, including but not limited to all information described in such general permit, and I certify, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining such information, that the information upon which this certification is based is true, accurate and complete to the best of my knowledge and belief. I certify, based on my review of the requirements of such general permit and on the standard of care for such projects, that the Plan is in compliance with the requirements of the general permit. I understand that knowingly making any false statement in this certification may be punishable as a criminal offense, including the possibility of fine and imprisonment, under section 53a-157b of the Connecticut General Statutes and any other applicable law."

Registrations submitted to DEEP for which the District review was begun but could not be completed within the time limits specified in the Memorandum of Agreement shall include the following statement:

"I hereby certify that I am an employee of the [INSERT NAME OF DISTRICT] Conservation District and that I meet the qualifications to review Stormwater Pollution Control Plans as specified in the Memorandum of Agreement between the Connecticut Department of Energy & Environmental Protection and the Five Conservation Districts of Connecticut for Technical Assistance for Locally Approvable Construction General Permits. I am making this statement in connection with a registration under the General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities, submitted to the commissioner by [INSERT NAME OF REGISTRANT] for an activity located at [INSERT ADDRESS OF PROJECT OR ACTIVITY]. I hereby state that the review of the Stormwater Pollution Control Plan (Plan) for such registration was not completed within the time frames specified in the Memorandum of Agreement. Consequently, I cannot certify that the Plan is in compliance with the requirements of the general permit."