SCOPE OF WORK

New Fuel Facility

NJDOT Vineland Maintenance Yard
Vineland Twp., Cumberland County, NJ

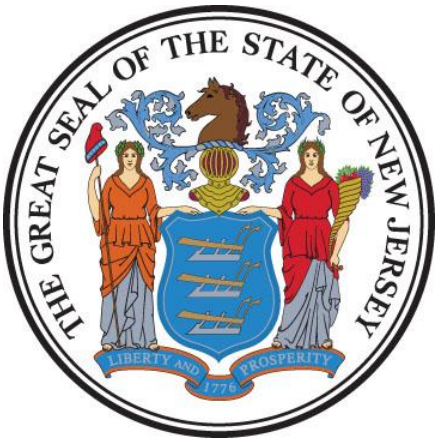
Project No. T0701-00

STATE OF NEW JERSEY

Honorable Philip D. Murphy, Governor
Honorable Tahesha L. Way, Lt. Governor

DEPARTMENT OF THE TREASURY

Elizabeth Maher Muoio, Treasurer



DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

Christopher Chianese, Director

Date: May 24, 2024

Document Format Revision 8-1-2022

TABLE OF CONTENTS

SECTION **PAGE**

I. OBJECTIVE

The objective of this project is to design and install a new, above-ground fuel dispensing facility with two (2) new above ground fuel storage tanks (AST) at the NJDOT Vineland Maintenance Yard Fuel Facility in Cumberland County. The new facility will have an above ground storage tank with a minimum capacity of 8,000 gallons of unleaded gasoline and an above ground diesel fuel tank with a minimum capacity of 4,000 gallons or one split tank with an 8,000 gallon compartment for gasoline and a 4,000 gallon compartment for diesel. The two existing underground fuel tanks will be removed.

II. CONSULTANT QUALIFICATIONS

A. CONSULTANT & SUB-CONSULTANT PRE-QUALIFICATIONS

The Consultant shall be a firm pre-qualified with the Division of Property Management & Construction (DPMC) in the following discipline(s):

- **P005 Civil Engineering**

The Consultant shall also have in-house capabilities or Sub-Consultants pre-qualified with DPMC in:

- **P002 Electrical Engineering**
- **P007 Structural Engineering**
- **P011 Environmental Engineering**
- **P025 Estimating/ Cost Analysis**

As well as, **any and all** other Architectural, Engineering and Specialty Disciplines necessary to complete the project as described in this Scope of Work (SOW).

III. PROJECT BUDGET

A. CONSTRUCTION COST ESTIMATE (CCE)

The initial Construction Cost Estimate (CCE) for this project is $ 1,000,000.

The Consultant shall review this Scope of Work and provide a narrative evaluation and analysis of the accuracy of the proposed project CCE in its technical proposal based on its professional experience and opinion.

B. CURRENT WORKING ESTIMATE (CWE)

The Current Working Estimate (CWE) for this project is $ 1,480,000.

The CWE includes the construction cost estimate and all consulting, permitting and administrative fees.

The CWE is the client agency's financial budget based on this project Scope of Work and shall not be exceeded during the design and construction phases of the project unless DPMC approves the change in Scope of Work through a Contract amendment.

C. CONSULTANT'S FEES

The construction cost estimate for this project ***shall not*** be used as a basis for the Consultant's design and construction administration fees. The Consultant's fees shall be based on the information contained in this Scope of Work document and the observations made and/or the additional information received during the pre-proposal meeting.

IV. PROJECT SCHEDULE

A. SCOPE OF WORK DESIGN & CONSTRUCTION SCHEDULE

The following schedule identifies the estimated design and construction phases for this project and the estimated durations.

PROJECT PHASE	ESTIMATED DURATION (Calendar Days)
1. Site Access Approvals & Schedule Design Kick-off Meeting	**14**
2. Schematic Design Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Comment*	14
3. Design Development Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Comment*	14
4. Final Design Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Approval*	14
5. Final Design Re-Submission to Address Comments	**7**
• *Project Team & DPMC Plan/Code Unit Review & Approval*	14
6. DCA Submission Plan Review	**30**

7. Permit Application Phase	**7**
• *Issue Plan Release*	14
8. Bid Phase	**42**
9. Award Phase	**28**
10. Construction Phase	**180**
11. Project Close Out Phase	**30**

B. CONSULTANT'S PROPOSED DESIGN & CONSTRUCTION SCHEDULE

The Consultant shall submit a project design and construction schedule with its technical proposal that is similar in format and detail to the schedule depicted in **Exhibit 'A'**. The schedule developed by the Consultant shall reflect its recommended project phases, phase activities, activity durations.

A written narrative shall also be included with the technical proposal explaining the schedule submitted and the reasons why and how it can be completed in the time frame proposed by the Consultant.

This schedule and narrative will be reviewed by the Consultant Selection Committee as part of the evaluation process and will be assigned a score commensurate with clarity and comprehensiveness of the submission.

V. PROJECT SITE LOCATION & TEAM MEMBERS

A. PROJECT SITE ADDRESS

The location of the project site is:

NJDOT Vineland Maintenance Yard
1959 South Delsea Drive
Vineland, NJ 08360

GPS Coordinates: 39.45778852° N, -75.04187987° W

See **Exhibit 'B'** for the project site location map.

B. PROJECT TEAM MEMBER DIRECTORY

The following are the names, addresses, and phone numbers of the Project Team members.

1. DPMC Representative:

Name: Nehad Mohamed, Project Manager
Address: Division of Property Management & Construction
20 West State Street, 3rd Floor
Trenton, NJ 08608-1206
Phone No: (609) 292-6558
E-Mail: Nehad.Mohamed@treas.nj.gov

2. New Jersey Department of Transportation:

Name: George V. Schwarz, Principal Engineer
Address: P.O. Box 600
1035 Parkway Avenue
Trenton, NJ 08625
Phone No: (609) 963-2169
E-Mail: George.Schwarz@dot.nj.gov

VI. PROJECT DEFINITION

A. BACKGROUND

The New Jersey Department of Transportation (NJDOT) manages many maintenance facilities throughout the state to provide material storage, vehicle repairs and maintenance to State and Interstate highways. One of these maintenance facilities is located in Vineland Township in Cumberland County. (See **Exhibit 'B'** Site Map).

The NJDOT is in the process of removing underground storage fuel tanks (UST) at several of their facilities, including the fuel facility at the Vineland Maintenance Yard. The DOT retained the services of LAN Associates to perform a feasibility study at several of their facilities, including the Vineland Maintenance Yard. This project will focus on removing the existing UST and replacing those tanks with two (2) new above ground storage tanks (AST) or one split tank along with constructing a new fueling facility. (See **Exhibit 'D'** Drawing) The Vineland Maintenance Yard fuel facility was constructed over 25 years ago, has aged, and is in poor condition.

B. FUNCTIONAL DESCRIPTION OF THE BUILDING

1. Maintenance Yard Description:

The New Jersey Department of Transportation (NJDOT) Vineland Maintenance Yard is on a 2.68-acre site containing a maintenance building with garage bays, an office & vehicle repair garage, and storage buildings.

2. Fueling Facility Description:

The existing fuel dispensing facility and storage tanks at the Vineland Maintenance Yard are located at the front of the maintenance yard adjacent to W. Elmer Road. (See **Exhibit 'B'** Site Map)

The Vineland fuel facility has an existing 8,000 gallon diesel Underground Storage Tank (UST) and an 8,000 gallon unleaded gasoline UST. (See **Exhibit 'D'** Drawing). Each underground fuel tank is connected with underground fuel piping to the existing fuel dispensers. Both existing fuel dispensers are on a concrete island. At the time of this project site visit, the Vineland fuel facility was out-of-service. See **Exhibit 'C'** for photos of the existing conditions of the fueling facility, UST, electric panels and their locations. Vineland's existing fuel facility will be demolished under this project.

VII. CONSULTANT DESIGN RESPONSIBILITIES

A. DESIGN REQUIREMENTS

1. General:

The Consultant shall provide the Design, Construction Administration, Permitting and Bid/Award services to install a new above ground fuel dispensing and two (2) new above ground fuel storage tanks (AST) or one split tank to replace the existing system at the NJDOT Vineland Maintenance Yard. The fueling dispensing equipment shall have fueling capability on both sides of the island similar to completed projects at the NJDOT Branchville Fuel Facility and NJDOT Netcong Fuel Facility. A canopy will cover the fuel tanks and the entire fueling area. All fuel piping will be above ground. Drawings by Lan Associates for the Branchville site (T0660-00) and for the Netcong site (T0613-00) will be provided to the Consultant at the pre-proposal meeting.

Permits and a Spill Prevention, Control and Countermeasure Plan will need to be addressed or updated. For background, the full LAN study along with boundary and utility surveys will be provided to the Consultant at the pre-proposal meeting.

2. Existing Fuel Facility Demolition & UST Removal:

The Consultant shall provide construction documents to demolish and remove the existing fuel dispenser system and both UST's at the project site. The Design Consultant shall provide a Licensed Site Remediation Professional (LSRP) to oversee the removal of the tanks and any site remediation activities required. The existing Veeder-Root Fuel TLS-450 tank monitoring panel and remote annunciator shall be retained for reuse with the new fuel station.

3. New Fuel Facility & AST Installation:

The new above ground fuel dispensing facility shall have four (4) new single hose single product compact fuel dispensers and two (2) new above ground fuel storage tanks (AST) or one split tank. The new facility will have a minimum storage tank capacity of 8,000 gallons of unleaded gasoline and a second AST with a minimum storage tank capacity of 4,000 gallons of diesel fuel or one split tank with the respective capacities for each fuel is acceptable as well. The new fuel facility shall be completely covered by a canopy.

The Design Consultant shall determine an Agency approved location for the new onsite fueling facility. Based upon the available footprint, NJDOT preference for the new fuel facility shall allow for fueling capabilities on both sides of the new fuel facility. The Consultant shall provide the design for a fueling facility with single sided fueling capabilities if determined during the design fueling capabilities on both sides cannot be constructed.

The existing card reader shall be retained for reuse with the new fuel facility.

The Consultant shall review the drawings by LAN Associates for the fuel facility at NJDOT's Branchville site and the drawings by LAN Associates for the fuel facility at NJDOT's Netcong site.

The Consultant shall submit all structural calculations as required for the tank pads, anchoring system and canopy. Conduct soil borings to obtain geo-technical information, as necessary.

Gasoline dispensing equipment shall comply with all current Enhanced Vapor Recovery requirements.

Tank locations shall be provided with minimum setback and clearances per the National Fire Protection Association (NFPA) and the International Fire Code (IFC).

4. Spill Prevention, Control, and Countermeasure Plan:

The Consultant shall develop a Spill Prevention, Control, and Countermeasure Plan or revise the existing plan as required to address the new above ground storage tanks.

5. Concrete Pad:

The Consultant shall provide the design and specifications to construct a new concrete pad at the approved location for the two (2) new above ground fuel storage tanks or single split tank. Provide for geotechnical testing to facilitate the concrete pad design. Provide signed and sealed structural calculations for the new pad verifying that they will support the new equipment.

B. DESIGN MEETINGS & PRESENTATIONS

1. Design Meetings:

Conduct the appropriate number of review meetings with the Project Team members during each design phase of the project so they may determine if the project meets their requirements, question any aspect of the contract deliverables, and make changes where appropriate. The Consultant shall describe the philosophy and process used in the development of the design criteria and the various alternatives considered to meet the project objectives. Selected studies, sketches, cost estimates, schedules, and other relevant information shall be presented to support the design solutions proposed. Special considerations shall also be addressed such as: Contractor site access limitations, utility shutdowns and switchover coordination, phased construction and schedule requirements, security restrictions, available swing space, material and equipment delivery dates, etc.

It shall also be the responsibility of the Consultant to arrange and require all critical Sub-Consultants to be in attendance at the design review meetings.

Record the minutes of each design meeting and distribute within three (3) calendar days to all attendees and those persons specified to be on the distribution list by the Project Manager.

2. Design Presentations:

The minimum number of design presentations required for each phase of this project is identified below for reference:

Schematic Phase: One (1) oral presentation at phase completion.

Design Development Phase: One (1) oral presentation at phase completion.

Final Design Phase: One (1) oral presentation at phase completion.

C. EXISTING DOCUMENTATION

Copies of the following documents will be provided to each Consulting firm at the pre-proposal meeting to assist in the bidding process.

- Contract No. Y0195-00: UST Removal/Replacement Study, May 17, 2017, LAN Associates
- D.B.C. No. T-264: Vineland Repair Garage, 9/1/1993, The Targuini Organization
- DPMC Project T0613-00: Fuel Facility Installation NJDOT Netcong Maintenance Yard As-Builts, 8/19/19, LAN Associates
- DPMC Project T0660-00 New Aboveground Fuel Facility NJDOT Branchville Maintenance Facility Bid Set

Review these documents and any additional information that may be provided at a later date such as reports, studies, surveys, equipment manuals, as-built drawings, etc. The State does not attest to the accuracy of the information provided and accepts no responsibility for the consequences of errors by the use of any information and material contained in the documentation provided. It shall be the responsibility of the Consultant to verify the contents and assume full responsibility for any determination or conclusion drawn from the material used. If the information provided is insufficient, the Consultant shall take the appropriate actions necessary to obtain the additional information required. All original documentation shall be returned to the provider at the completion of the project.

VIII. PERMITS & APPROVALS

A. NJ UNIFORM CONSTRUCTION CODE PLAN REVIEW AND PERMIT

The project construction documents must comply with the latest adopted edition of the NJ Uniform Construction Code (NJUCC).

The latest NJUCC Adopted Codes and Standards can be found at:

http://www.state.nj.us/dca/divisions/codes/codreg/

1. NJ Uniform Construction Code (NJUCC) Plan Review

Consultant shall estimate the cost of the NJUCC Plan Review by DCA and include that amount in their fee proposal line item entitled **"Plan Review and Permit Fee Allowance"**, refer to paragraph X.A.

Upon approval of the Final Design Phase Submission by DPMC, the Consultant shall submit the construction documents to the Department of Community Affairs (DCA), Bureau of Construction Project Review to secure a complete plan release.

As of July 25, 2022, the Department of Community Affairs (DCA) is only accepting digital signatures and seals issued from a third party certificate authority.

Procedures for submission to the DCA Plan Review Unit can be found at:

https://www.state.nj.us/dca/divisions/codes/forms/pdf_bcpr/pr_app_guide.pdf
Consultant shall complete the "Project Review Application" and include the following on Block 5 as the "Owner's Designated Agent Name":

Joyce Spitale, DPMC
PO Box 235
Trenton, NJ 08625-0235
Joyce.Spitale@treas.nj.gov 609-943-5193

The Consultant shall complete the NJUCC "Plan Review Fee Schedule", determine the fee due and pay the NJUCC Plan Review fees, refer to Paragraph X.A.
The NJUCC "Plan Review Fee Schedule" can be found at:

http://www.state.nj.us/dca/divisions/codes/forms/pdf_bcpr/pr_fees.pdf

2. NJ Uniform Construction Code Permit

Upon receipt of a complete plan release from the DCA Bureau of Construction Project Review, the Consultant shall complete the NJUCC permit application and all applicable technical sub-code sections. The "Agent Section" of the application and certification section of the building sub-code section shall be signed. These documents, with **six (6) sets of DCA approved, signed and sealed construction documents** shall be forwarded to the DPMC Project Manager.

The Consultant may obtain copies of all NJUCC permit applications at the following website:

https://www.nj.gov/dca/divisions/codes/resources/constructionpermitforms.html

All other required project permits shall be obtained and paid for by the Consultant in accordance with the procedures described in Paragraph VIII.B.

3. Prior Approval Certification Letters:

The issuance of a construction permit for this project may be contingent upon acquiring various "prior approvals" as defined by N.J.A.C. 5:23-1.4. It is the Consultant's responsibility to determine which prior approvals, if any, are required. The Consultant shall submit a general certification letter to the DPMC Plan & Code Review Unit Manager during the Permit Phase of this project that certifies all required prior approvals have been obtained.

In addition to the general certification letter discussed above, the following specific prior approval certification letters, where applicable, shall be submitted by the Consultant to the

DPMC Plan & Code Review Unit Manager: Soil Erosion & Sediment Control, Water & Sewer Treatment Works Approval, Coastal Areas Facilities Review, Compliance of Underground Storage Tank Systems with N.J.A.C. 7:14B, Pinelands Commission, Highlands Council, Well Construction and Maintenance; Sealing of Abandoned Wells with N.J.A.C. 7:9D, Certification that all utilities have been disconnected from structures to be demolished, Board of Health

Approval for Potable Water Wells, Health Department Approval for Septic Systems. It shall be noted that in accordance with N.J.A.C. 5:23-2.15(a)5, a permit cannot be issued until the letter(s) of certification is received.

4. Multi-building or Multi-site Permits:

A project that involves many buildings and/or sites requires that a separate permit shall be issued for each building or site. The Consultant must determine the construction cost estimate for *each* building and/or site location and submit that amount where indicated on the permit application.

5. Special Inspections:

In accordance with the requirements of the New Jersey Uniform Construction Code N.J.A.C. 5:23-2.20(b), Bulletin 03-5 and Chapter 17 of the International Building Code, the Consultant shall be responsible for the coordination of all special inspections during the construction phase of the project.

Bulletin 03-5 can be found at:

http://www.state.nj.us/dca/divisions/codes/publications/pdf_bulletins/b_03_5.pdf

a. Definition:

Special inspections are defined as an independent verification by a certified special inspector for **Class I buildings and smoke control systems in any class building**. The special inspector is to be independent from the Contractor and responsible to the Consultant so that there is no possible conflict of interest.

Special inspectors shall be certified in accordance with the requirements in the New Jersey Uniform Construction Code.

b. Responsibilities:

The Consultant shall submit with the permit application, a list of special inspections and the agencies or special inspectors that will be responsible to carry out the inspections required for the project. The list shall be a separate document, on letter head, signed and sealed.

B. OTHER REGULATORY AGENCY PERMITS, CERTIFICATES AND APPROVALS

The Consultant shall identify and obtain all other State Regulatory Agency permits, certificates, and approvals that will govern and affect the work described in this Scope of Work. An itemized list of these permits, certificates, and approvals shall be included with the Consultant's Technical Proposal and the total amount of the application fees should be entered in the Fee Proposal line item entitled, **"Permit Fee Allowance."**

The Consultant may refer to the Division of Property Management and Construction "Procedures for Architects and Engineers Manual", Paragraph "**9. REGULATORY AGENCY APPROVALS"** which presents a compendium of State permits, certificates, and approvals that may be required for this project.

The Consultant shall determine the appropriate phase of the project to submit the permit application(s) in order to meet the approved project milestone dates.

Where reference to an established industry standard is made, it shall be understood to mean the most recent edition of the standard unless otherwise noted. If an industry standard is found to be revoked, or should the standard have undergone substantial change or revision from the time that the Scope of Work was developed, the Consultant shall comply with the most recent edition of the standard.

IX. ENERGY REBATE AND INCENTIVE PROGRAMS

The Consultant shall review any and all programs on the State and Federal level to determine if any proposed upgrades to the mechanical and/or electrical equipment and systems for this project qualify for approved rebates and incentives.

The Consultant shall review the programs available on the "New Jersey's Clean Energy Program" website at: http://www.njcleanenergy.com as well as federal websites and New Jersey electric and gas utility websites to determine if and how they can be applied to this project.

The Consultant shall identify all applicable rebates and incentives in their technical proposal and throughout the design phase.

The Consultant shall be responsible to complete the appropriate registration forms and applications, provide any applicable worksheets, manufacturer's specification sheets, calculations, attend meetings, and participate in all activities with designated representatives of the programs and utility companies to obtain the entitled financial incentives and rebates for this project.

All costs associated with this work shall be estimated by the Consultant and the amount included in the base bid of its fee proposal.

X. ALLOWANCES

A. PLAN REVIEW AND PERMIT FEE ALLOWANCE

The Consultant shall obtain and pay for all of the project permits in accordance with the guidelines identified below.

1. Permits:

The Consultant shall determine the various permits, certificates, and approvals required to complete this project.

2. Permit Costs:

The Consultant shall estimate the application fee costs for all of the required project permits, certificates, and approvals (excluding the NJ Uniform Construction Code permit) and include that amount in its fee proposal line item entitled **"Plan Review and Permit Fee Allowance"**. A breakdown of each permit and application fee shall be attached to the fee proposal for reference.

NOTE: The NJ Uniform Construction Code permit is excluded since it will be paid for by the State.

3. Applications:

The Consultant shall complete and submit all permit applications to the appropriate permitting authorities and the costs shall be paid from the Consultant's permit fee allowance. A copy of the application(s) and the original permit(s) obtained by the Consultant shall be given to the DPMC Project Manager for distribution during construction.

4. Consultant Fee:

The Consultant shall determine what is required to complete and submit the permit applications, obtain supporting documentation, attend meetings, etc., and include the total cost in the base bid of its fee proposal under the "Permit Phase" column.

Any funds remaining in the permit allowance will be returned to the State at the close of the project.

XI. SOW SIGNATURE APPROVAL SHEET

This Scope of Work shall not be considered a valid document unless all signatures appear in each designated area below.

The client agency approval signature on this page indicates that they have reviewed the design criteria and construction schedule described in this project Scope of Work (including the subsequent contract deliverables and exhibits) and verifies that the work will not conflict with the existing or future construction activities of other projects at the site.

SOW PREPARED BY: Alison F. Gottlieb 5/24/2024

ALISON F. GOTTLIEB,, PROJECT MANAGER DATE
DPMC PROJECT PLANNING & INITIATION

SOW APPROVED BY: James Wright 5/24/2024

JAMES WRIGHT, MANAGER DATE
DPMC PROJECT PLANNING & INITIATION

SOW APPROVED BY: Dennis W. Meszaros 05/28/2024

DENNIS W. MESZAROS, PROJECT MANAGER DATE
NEW JERSEY DEPARTMENT OF TRANSPORTATION

SOW APPROVED BY: Nehad Mohamed 05/29/2024

NEHAD MOHAMED, PROJECT MANAGER DATE
DPMC PROJECT MANAGEMENT GROUP

SOW APPROVED BY: 5/31/24

CHRISTOPHER GEARY, ASST. DEPUTY DIRECTOR DATE
CONTRACTS & PROCUREMENT

XII. CONTRACT DELIVERABLES

The following are checklists listing the Contract Deliverables that are required at the completion of each phase of this project. The Consultant shall refer to the DPMC publication entitled "Procedures for Architects and Engineers," 3.0 Edition, dated September 2022 available at https://www.nj.gov/treasury/dpmc/Assets/Files/ProceduresforArchitectsandEngineers.pdf for a detailed description of the deliverables required for each submission item listed. References to the applicable paragraphs of the "Procedures for Architects and Engineers" are provided.

Note that the Deliverables Checklist may include submission items that are "S.O.W. Specific Requirements". These requirements will be defined in the project specific scope of work and included on the deliverables checklist.

This project includes the following phases with the deliverables noted as "Required by S.O.W" on the Deliverables Checklist:

- **SCHEMATIC DESIGN PHASE**
- **DESIGN DEVELOPMENT PHASE**
- **FINAL DESIGN PHASE**
- **PERMIT APPLICATION PHASE**
- **BIDDING AND CONTRACT AWARD**
- **CONSTRUCTION PHASE**
- **PROJECT CLOSE-OUT PHASE**

XIII. EXHIBITS

A. SAMPLE PROJECT SCHEDULE FORMAT
B. PROJECT SITE LOCATION MAP
C. PHOTOS
D. DRAWING
E. COMPLIANCE ADVISORY & REGULATION

END OF SCOPE OF WORK

DPMC Project No.: T0701-00

Deliverables Checklist
Schematic Design Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
13.4.1.	A/E Statement of Site Visit						
13.4.2.	Narrative Description of Project						
13.4.3.	Building Code Information Questionnaire						
13.4.4.	Space Analysis						
13.4.5.	Special Features						
13.4.6.	Catalog Cuts						
13.4.7.	Site Evaluation						
13.4.8.	Subsurface Investigation						
13.4.9.	Surveys						
13.4.10.	Arts Inclusion						
13.4.11.	Design Rendering						
13.4.12.	Regulatory Approvals						
13.4.13.	Utility Availability						
13.4.14.	Drawings (6 Sets)						
13.4.15.	Specifications (6 Sets)						
13.4.16.	Current Working Estimate/Cost Analysis						
13.4.17.	Project Schedule						
13.4.18.	Formal Presentation						
13.4.19.	Scope of Work Compliance Statement						
13.4.20.	Schematic Design Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

DPMC Project No.: T0701-00

Deliverables Checklist
Design Development Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
14.4.1.	A/E Statement of Site Visit						
14.4.2.	Narrative Description of Project						
14.4.3.	Building Code Information Questionnaire						
14.4.4.	Space Analysis						
14.4.5.	Special Features						
14.4.6.	Catalog Cuts						
14.4.7.	Site Evaluation						
14.4.8.	Subsurface Investigation						
14.4.9.	Surveys						
14.4.10.	Arts Inclusion						
14.4.11.	Design Rendering						
14.4.12.	Regulatory Approvals						
14.4.13.	Utility Availability						
14.4.14.	Drawings (6 Sets)						
14.4.15.	Specifications (6 Sets)						
14.4.16.	Current Working Estimate/Cost Analysis						
14.4.17.	Project Schedule						
14.4.18.	Formal Presentation						
14.4.19.	Plan Review/Scope of Work Compliance Statement						
14.4.20.	Design development Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

DPMC Project No.: T0701-00

Deliverables Checklist
Final Design Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
15.4.1.	A/E Statement of Site Visit						
15.4.2.	Narrative Description of Project						
15.4.3.	Building Code Information Questionnaire						
15.4.4.	Space Analysis						
15.4.5.	Special Features						
15.4.6.	Catalog Cuts						
15.4.7.	Site Evaluation						
15.4.8.	Subsurface Investigation						
15.4.9.	Surveys						
15.4.10.	Arts Inclusion						
15.4.11.	Design Rendering						
15.4.12.	Regulatory Approvals						
15.4.13.	Utility Availability						
15.4.14.	Drawings (6 Sets)						
15.4.15.	Specifications (6 Sets)						
15.4.16.	Current Working Estimate/Cost Analysis						
15.4.17.	Project Schedule						
15.4.18.	Formal Presentation						
15.4.19.	Plan Review/Scope of Work Compliance Statement						
15.4.20.	Final Design Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

DPMC Project No.: T0701-00

Deliverables Checklist
Permit Application Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
16.1.	N.J. UCC Permit Application						
16.4.	Drawings, Signed and Sealed (6 Sets)						
16.5.	Specifications, Signed and Sealed (6 Sets)						
16.6.	Current Working Estimate/Cost Analysis						
16.7.	Project Schedule						
16.8.	Plan Review/Scope of Work Compliance Statement						
16.9.	Permit Application Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC Project Manager the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

DPMC Project No.: T0701-00

Deliverables Checklist
Bidding and Contract Award Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
17.1.1.	Notice of Advertising						
17.1.2.	Bid Proposal Form						
17.1.3.	Bid Clearance Form						
17.1.4.	Drawings (6 Sets)						
17.1.5.	Specifications (6 Sets)						
17.1.6.	Construction Schedule						
17.3	Pre-Bid Conference/Mandatory Site Visit						
17.3.1.	Meeting Minutes						
17.4	Bulletins						
17.5	Post Bid Meeting						
17.6.	Contract Award "Letter of Recommendation"						
17.8.	Bid Protests - Hearings						
17.9.	Bidding and Contract Award Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

DPMC Project No.: T0701-00

Deliverables Checklist
Construction Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
18.2.	Pre-Construction Meeting						
18.3.	Submittal Log						
18.4.	Construction Schedule						
18.5.	Project Progress Meetings						
18.7.	Contractor's Invoicing and Payment Process						
18.8.	Contractor Submittals						
18.10.	Testing						
18.11.	Shop Drawings (6 Sets)						
18.12.	As-Built & Record Set Drawings (6 Sets)						
18.13.	Change Orders						
18.14.	Construction Photographs						
18.15.	Field Observations						
18.17.	Construction Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

DPMC Project No.: T0701-00

Deliverables Checklist
Project Close-Out Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
19.3.	Development of Punch List and Inspection Reports						
19.5.	Determination of Substantial Completion						
19.6.	Correction/Completion of Punch List						
19.7.	Submission of Close-Out Documentation						
19.7.1.	As-Built and Record Sets of Drawing (6 Sets)						
19.8.	Final Payment						
19.9.1.	Contractors Final Payment						
19.9.2.	A/E's Final Payment						
19.10.	Project Close-Out Phase Deliverables Checklist						
S.O.W. Reference	**S.O.W. Specific Requirements**						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ _____

Consultant Signature Date

February 7, 1997
Rev.: January 29, 2002

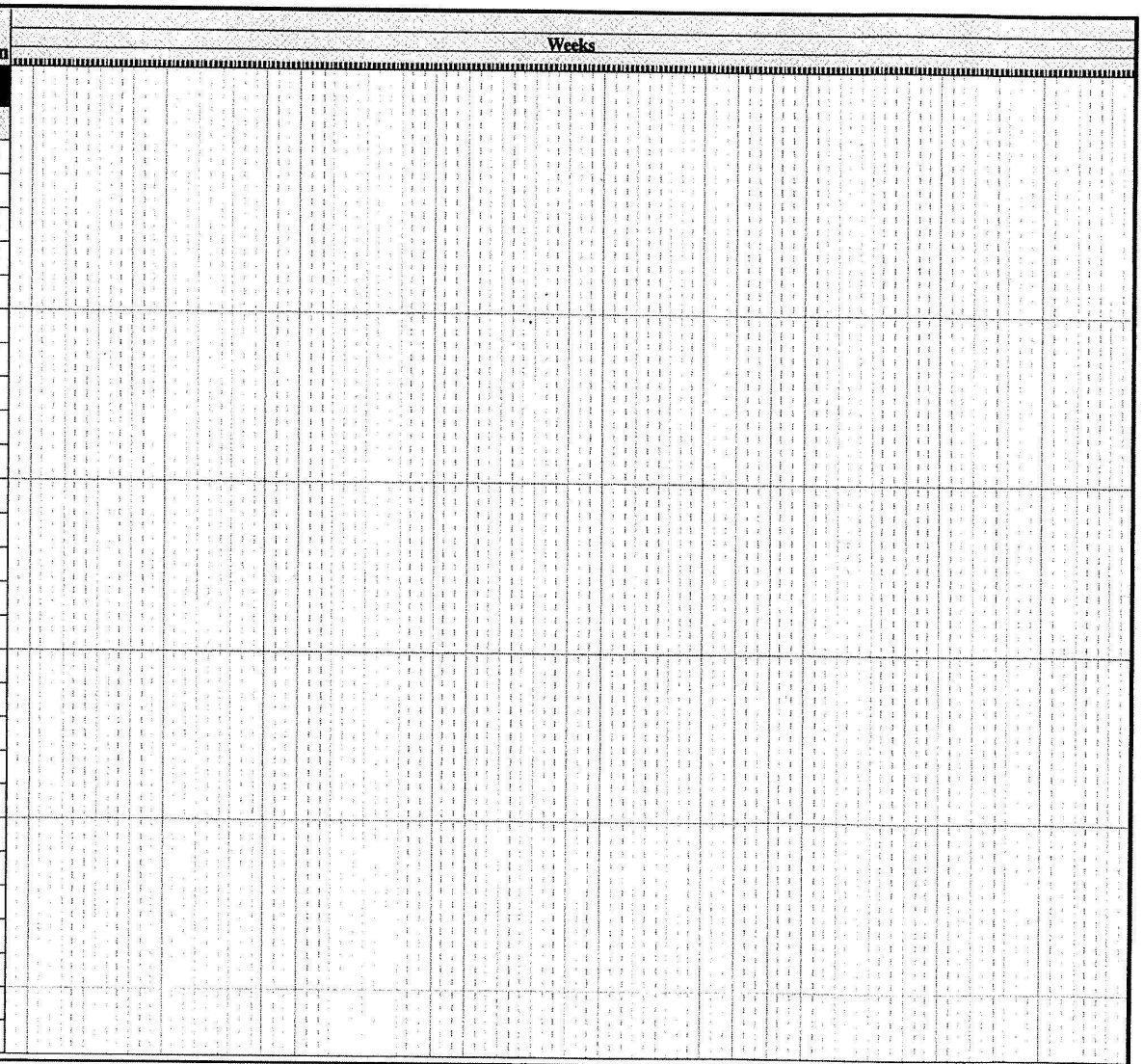
Responsible Group Code Table

The codes below are used in the schedule field "GRP" that identifies the group responsible for the activity. The table consists of groups in the Division of Property Management & Construction (DPMC), as well as groups outside of the DPMC that have responsibility for specific activities on a project that could delay the project if not completed in the time specified. For reporting purposes, the groups within the DPMC have been defined to the supervisory level of management (i.e., third level of management, the level below the Associate Director) to identify the "functional group" responsible for the activity.

CODE	DESCRIPTION	REPORTS TO ASSOCIATE DIRECTOR OF:
CM	Contract Management Group	Contract Management
CA	Client Agency	N/A
CSP	Consultant Selection and Prequalification Group	Technical Services
A/E	Architect/Engineer	N/A
PR	Plan Review Group	Technical Services
CP	Construction Procurement	Planning & Administration
CON	Construction Contractor	N/A
FM	Financial Management Group	Planning & Administration
OEU	Office of Energy and Utility Management	N/A
PD	Project Development Group	Planning & Administration

EXHIBIT 'A'

Activity ID	Description	Rspn
<PROJ>		
Design		
CV3001	Schedule/Conduct Predesign/Project Kick-Off Mtg.	CM
CV3020	Prepare Program Phase Submittal	AE
CV3021	Distribute Program Submittal for Review	CM
CV3027	Prepare & Submit Project Cost Analysis (DPMC-38)	CM
CV3022	Review & Approve Program Submittal	CA
CV3023	Review & Approve Program Submittal	PR
CV3024	Review & Approve Program Submittal	CM
CV3025	Consolidate & Return Program Submittal Comments	CM
CV3030	Prepare Schematic Phase Submittal	AE
CV3031	Distribute Schematic Submittal for Review	CM
CV3037	Prepare & Submit Project Cost Analysis (DPMC-38)	CM
CV3032	Review & Approve Schematic Submittal	CA
CV3033	Review & Approve Schematic Submittal	PR
CV3034	Review & Approve Schematic Submittal	CM
CV3035	Consolidate & Return Schematic Submittal Comment	CM
CV3040	Prepare Design Development Phase Submittal	AE
CV3041	Distribute D. D. Submittal for Review	CM
CV3047	Prepare & Submit Project Cost Analysis (DPMC-38)	CM
CV3042	Review & Approve Design Development Submittal	CA
CV3043	Review & Approve Design Development Submittal	PR
CV3044	Review & Approve Design Development Submittal	CM
CV3045	Consolidate & Return D.D. Submittal Comments	CM
CV3050	Prepare Final Design Phase Submittal	AE
CV3051	Distribute Final Design Submittal for Review	CM
CV3052	Review & Approve Final Design Submittal	CA
CV3053	Review & Approve Final Design Submittal	PR
CV3054	Review Final Design Submitl for Constructability	OCS



NOTE:
Refer to section "IV Project Schedule" of the Scope of Work for contract phase durations.

DBCA - TEST

Sheet 1 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

Activity ID	Description	Rspn	Weeks
CV3055	Review & Approve Final Design Submittal	CM	
CV3056	Consolidate & Return Final Design Comments	CM	
CV3060	Prepare & Submit Permit Application Documents	AE	
CV3068	Prepare & Submit Bidding Cost Analysis (DPMC-38)	CM	
Plan Review-Permit Acquisition			
CV4001	Review Constr. Documents & Secure UCC Permit	PR	
CV4010	Provide Funding for Construction Contracts	CA	
CV4020	Secure Bid Clearance	CM	
Advertise-Bid-Award			
CV5001	Advertise Project & Bid Construction Contracts	CP	
CV5010	Open Construction Bids	CP	
CV5011	Evaluate Bids & Prep. Recommendation for Award	CM	
CV5012	Evaluate Bids & Prep. Recommendation for Award	AE	
CV5014	Complete Recommendation for Award	CP	
CV5020	Award Construction Contracts/Issue NTP	CP	
Construction			
CV6000	Project Construction Start/Issue NTP	CM	
CV6001	Contract Start/Contract Work (25%) Complete	CON	
CV6002	Preconstruction Meeting	CM	
CV6003	Begin Preconstruction Submittals	CON	
CV6004	Longest Lead Procurement Item Ordered	CON	
CV6005	Lead Time for Longest Lead Procurement Item	CON	
CV6006	Prepare & Submit Shop Drawings	CON	
CV6007	Complete Construction Submittals	CON	
CV6011	Roughing Work Start	CON	
CV6012	Perform Roughing Work	CON	
CV6010	Contract Work (50%+) Complete	CON	
CV6013	Longest Lead Procurement Item Delivered	CON	
CV6020	Contract Work (75%) Complete	CON	

NOTE:
Refer to section "IV Project Schedule" of the Scope of Work for contract phase durations.

DBCA - TEST

Sheet 2 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

Activity ID	Description	Rspn	Weeks
CV6014	Roughing Work Complete	CON	
CV6021	Interior Finishes Start	CON	
CV6022	Install Interior Finishes	CON	
CV6030	Contract Work to Substantial Completion	CON	
CV6031	Substantial Completion Declared	CM	
CV6075	Complete Deferred Punch List/Seasonal Activities	CON	
CV6079	Project Construction Complete	CM	
CV6080	Close Out Construction Contracts	CM	
CV6089	Construction Contracts Complete	CM	
CV6090	Close Out A/E Contract	CM	
CV6092	Project Completion Declared	CM	

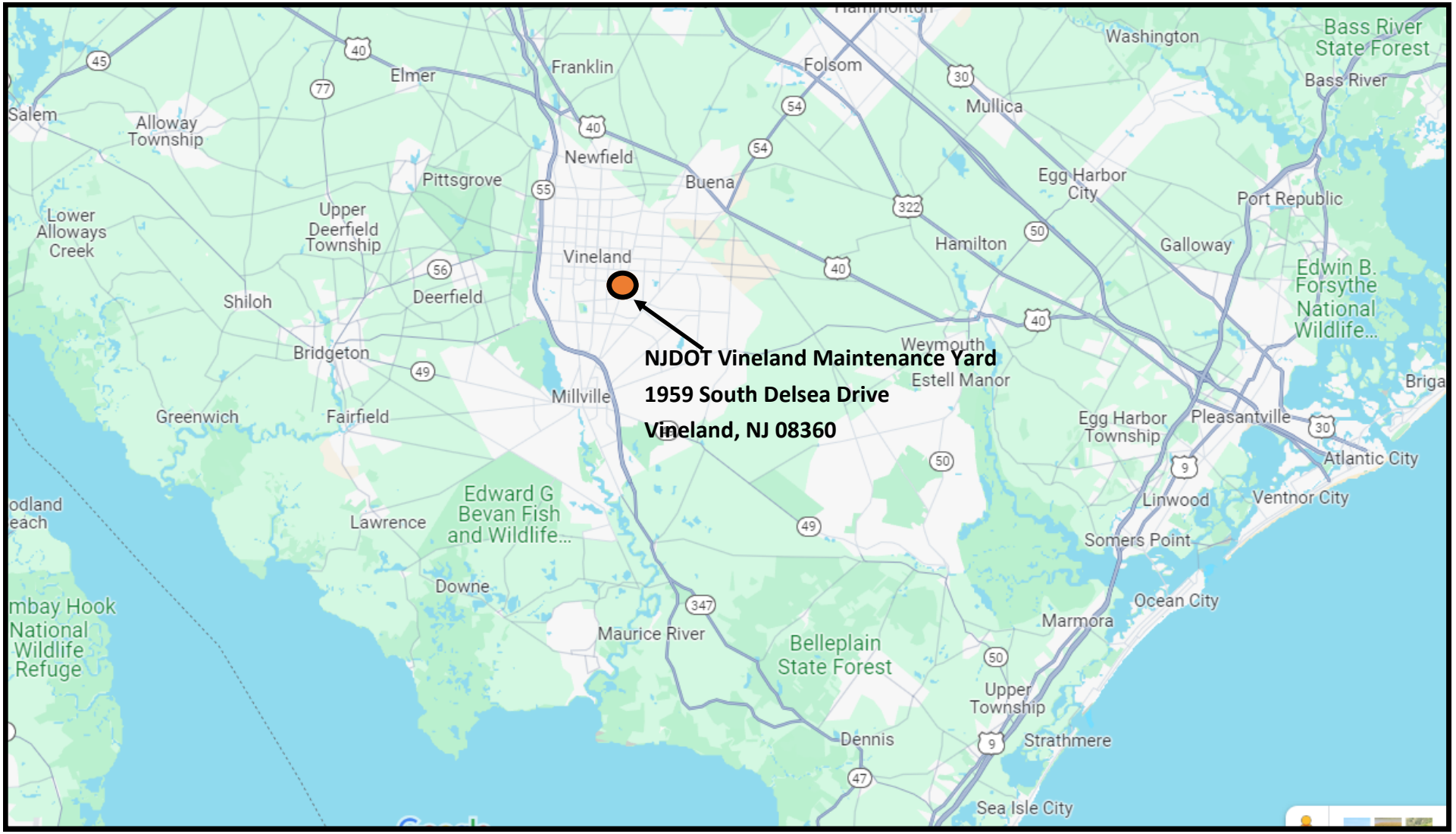
NOTE:
Refer to section "IV Project Schedule" of the Scope of Work for contract phase durations.

DBCA - TEST

Sheet 3 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'



Project Site Location Map

Vineland Maintenance Yard

EXHIBIT ‘B’

Project Location

Vineland Maintenance Yard

EXHIBIT 'B'

Project Site

Vineland Maintenance Yard

EXHIBIT 'B'

Project Site

Vineland Maintenance Yard

EXHIBIT 'B'

Photos

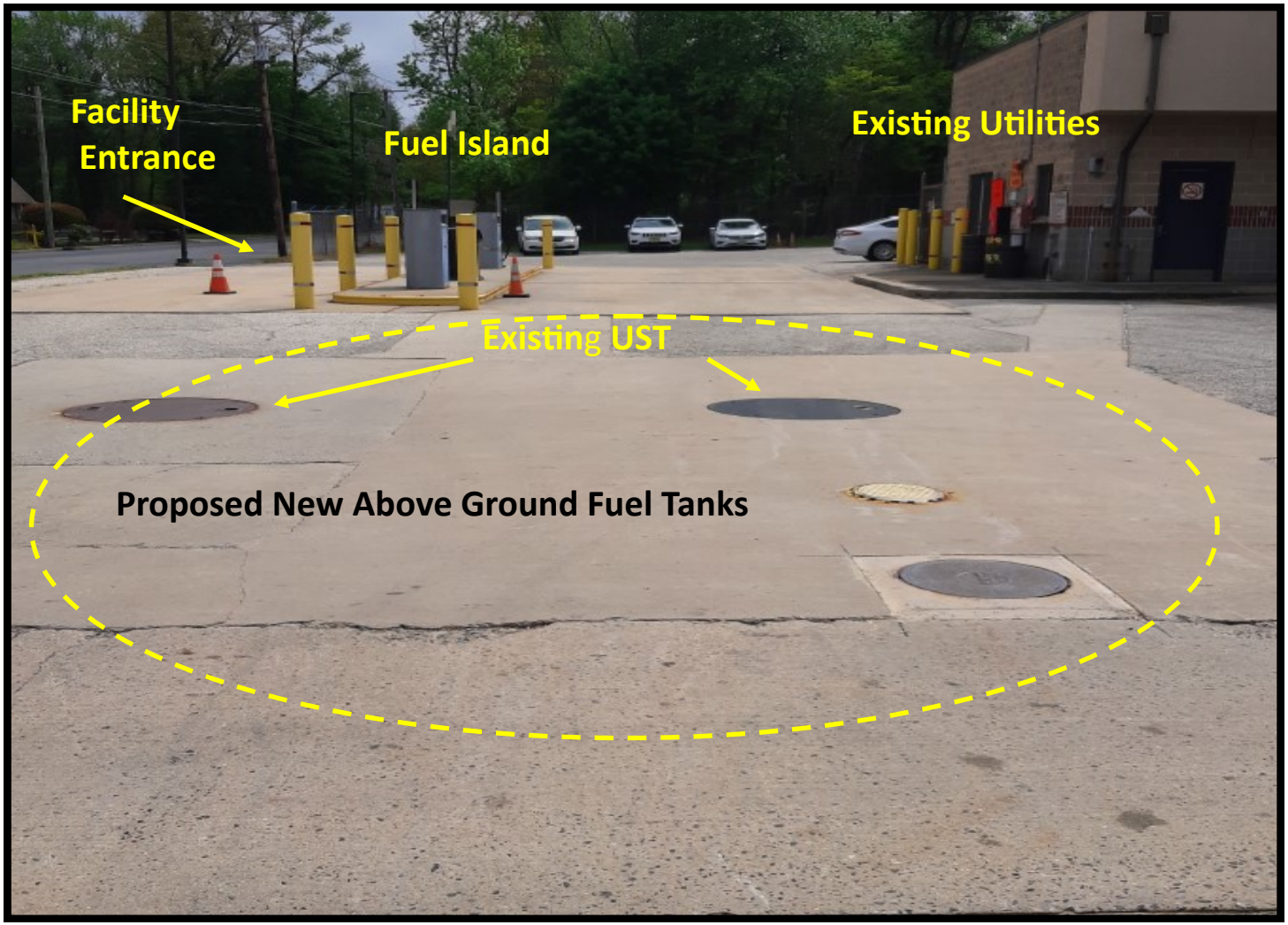
Vineland Maintenance Yard - Existing Fuel Facility

EXHIBIT ‘C’

Photos

Vineland Maintenance Yard - Existing Fuel Facility

EXHIBIT 'C'



Photos

Vineland Maintenance Yard - Fuel Facility

EXHIBIT 'C'

Existing Veeder Root
Tank Measurement Controls

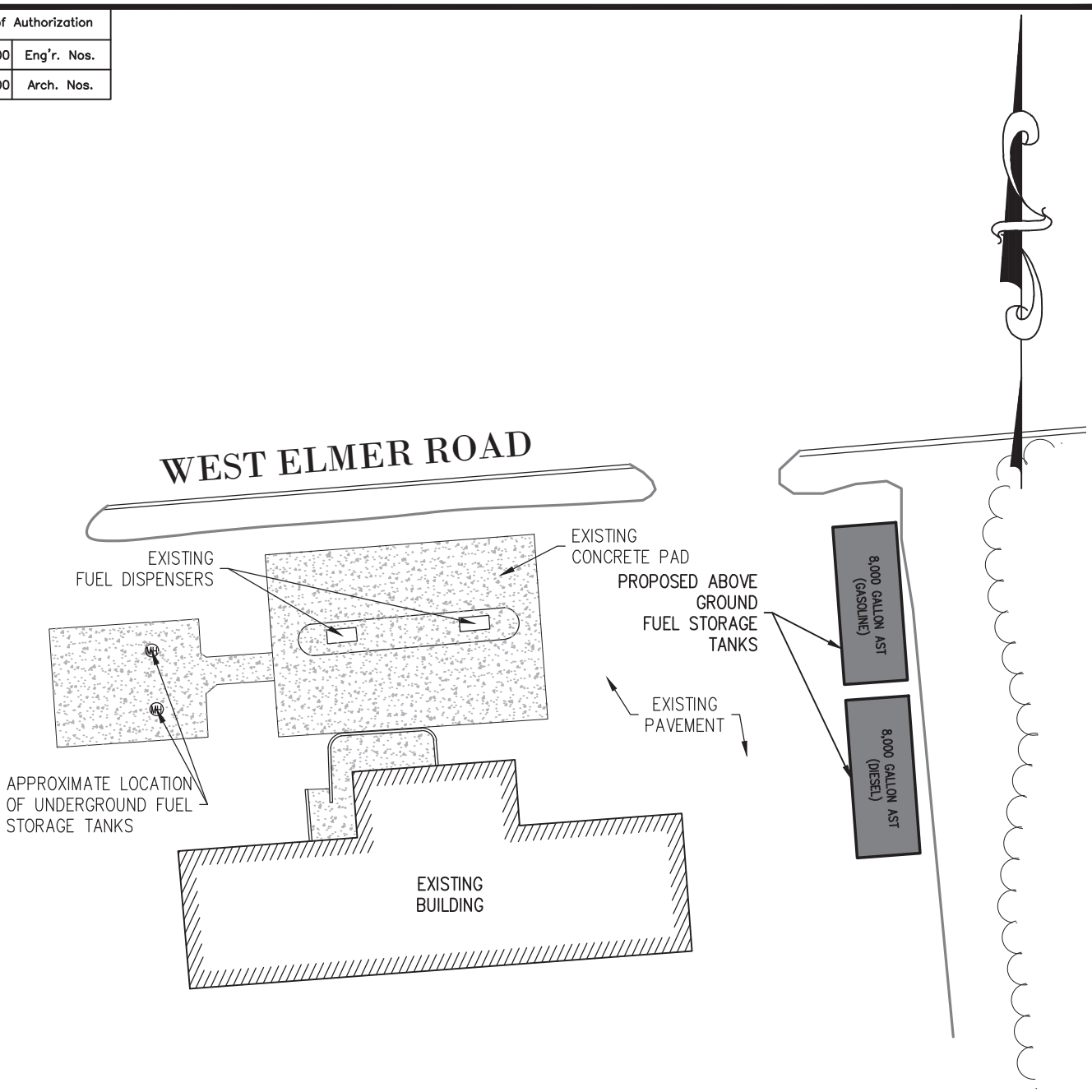
Electrical Panel

Photos

Vineland Maintenance Yard - Fuel Facility

EXHIBIT ‘C’

Certificate of Authorization	
24GA27937500	Eng'r. Nos.
21AC00012400	Arch. Nos.



0 30 60

SCALE: 1"=30'

PROJECT
VINELAND FACILITY – 1959 DELSEA DRIVE

DRAWING TITLE
APPROXIMATE SITE PLAN

STEVEN J. RAMIZA, P.E.
Title: PROFESSIONAL ENGINEER License No. NJ24GE04672300

LAN ASSOCIATES
engineering ● planning ● architecture ● surveying INC.
445 GODWIN AVENUE, MIDLAND PARK, N.J. 07432 (201) 447-6400

DWG. DATE	SCALE	DRAWING NO.
5/1/17	AS NOTED	7
PROJECT NO.	DWN. BY	
20216.08	JT	

Exhibit "D"

Compliance Advisory

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

Division of Air Enforcement #2023-12 Issued: 7/12/2023

Phase I Vapor Recovery Rule Amendments Frequently Asked Questions (FAQ)

WHO WOULD BENEFIT FROM REVIEWING THIS FAQ?

Anyone who is interested in learning about, or who is subject to the New Jersey Air Pollution Control Regulations for Gasoline Transfer Operations, Vapor Recovery Systems under N.J.A.C. 7:27-16.3.

FAQ DESCRIPTION:

The New Jersey Department of Environmental Protection has developed Frequently Asked Questions regarding New Jersey's rule amendments for Phase I Gasoline Transfer Operations and Vapor Recovery Systems at N.J.A.C. 7:27-16.3.

WHAT IS THE DEADLINE TO UPGRADE MY PHASE I SYSTEM:

A California Air Resources Board (CARB)-certified Phase I Enhanced Vapor Recovery (EVR) system pressure/vacuum relief vent valve on or before **December 23, 2018**; and
A CARB-certified Phase I EVR system, the components of which shall have been approved in one or more CARB-certified Phase I EVR System executive orders in effect at the time of installation, but the components need not all be approved in the same executive order on or before **December 23, 2024**.

The New Jersey's Phase I FAQ can be found here.

WHO SHOULD I CONTACT WITH QUESTIONS?

Air Compliance and Enforcement, Northern Field Office For counties: Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Warren, and Union.	**973-656-4444** **AirCE-Northern@dep.nj.gov**
Air Compliance and Enforcement, Central Field Office For counties: Burlington, Mercer, Middlesex, Monmouth, and Ocean.	**609-292-3187** **AirCE-Central@dep.nj.gov**
Air Compliance and Enforcement, Southern Field Office For counties: Atlantic, Camden, Cape May, Cumberland, Gloucester, and Salem.	**856-614-3601** **AirCE-Southern@dep.nj.gov**

This advisory is intended to be a summary explanation of a DEP initiative. It does not include all potentially applicable requirements. If you have any questions related to compliance with this initiative, please contact the Enforcement numbers listed above.

EXHIBIT 'E'

New Jersey Department of Environmental Protection
Gasoline Transfer Operations, Vapor Recovery Systems
NJAC 7:27-16.3

Phase I Vapor Recovery Rule Amendments
Frequently asked Questions

Revision Adopted: October 24, 2017
Revision Effective: November 20, 2017 (49 N.J.R. 3590(a))
Revision Operative: December 23, 2017

Last Updated: February 16, 2023

Where are the current Regulations?

NJDEP-Air Quality Management
Subchapter 16, Section 16.3

What are Phase I and Phase II Systems?

"Phase I vapor recovery system" means a system that controls vapors during the transfer of gasoline from a delivery vessel to a gasoline dispensing facility vessel. This system is also known as a Phase I vapor recovery system or a Phase I vapor control system.

"Phase II vapor recovery system" means a system that controls vapors during the transfer of gasoline from a gasoline dispensing facility vessel to a motor vehicle. This system is also known as a Phase II vapor recovery system or a Phase II vapor control system.

"CARB-certified Phase I Enhanced Vapor Recovery system" or "CARB-certified Phase I EVR system" means a Phase I vapor recovery system that has been certified by CARB in an Executive Order after February 1, 2001, which Executive Order has not been superseded or disapproved at the time of installation.

"CARB-certified Phase II Enhanced Vapor Recovery system" or "CARB-certified Phase II EVR system" means a Phase II vapor recovery system that has been certified by CARB in an Executive Order after February 1, 2001, which Executive Order has not been superseded or disapproved at the time of installation.

What was included in the 2017 rule amendments?

A summary of the 2017 rule amendments is as follows:

Phase II/Decommissioning

- Remove requirements to install Phase II gasoline refueling vapor recovery systems at new gasoline dispensing facilities;

- Require decommissioning of existing Phase II vapor recovery systems within 3 years with the option to keep Phase II beyond the 3 years if the system is ORVR compatible and the system is maintained;

EXHIBIT 'E'

- Decommission in accordance with “PEI RP300-09 Recommended Practices for Installation and Testing of Vapor-Recovery Systems at Vehicle-Fueling Sites” with the following additions:

    - Underground piping removed at a later date when it becomes exposed for another reason, or if the system fails a pressure test due to the underground piping;
    - Certified contractor required;
    - 14 days advance notification to DEP; and
    - Work on business days between 8:00 A.M. and 5:00 P.M

Testing

- Phase II Dynamic Backpressure and A/L volume ratio testing no longer required after decommissioning;
- The Static Pressure Test and PV Valve Test remain;
- Two new tests: Annual Torque Test for sites with rotatable adapters and Tie-Tank test per PEI during decommissioning;
- 14 days advance notification to DEP;
- Work on business days between 8:00 A.M. and 5:00 P.M;
- Notify DEP if system fails a test the first time, instead of second time; and
- No corrective action on the day of the test before or during the test

Vapor Recovery Equipment Updates

- CARB-certified EVR pressure/vacuum (PV) valve within one year;

- CARB-certified dripless/enhanced conventional (ECO) nozzles (once CARB certified) and low permeation hoses for new facilities, when decommissioning or replacing equipment after decommissioning

- CARB-certified Phase I EVR mix and match system (parts from any EVR executive order) within 7 years with maintenance including but not limited to:

    - CARB EVR PV valve
    - Rotatable adaptors at dual point loading facilities (existing coaxial exempt)
    - Dual point loading at new stations
    - Low-emission spill containment and cover (manholes)
    - Drop tube with overfill protection
    - Fuel Blend Compatibility

- Aircraft and marine refueling vapor recovery systems exempt from update requirements until the parts are being replaced.

Other

- Submerged Fill Pipe: Amendment to existing definition to align requirement at gasoline dispensing facilities more closely with Federal and CARB rules (6 inches from vessel bottom)

- Overfilling and Spillage or “Stop at the Click”:

    - During the transfer of gasoline into any gasoline-laden vehicular fuel tank, any person refueling a vehicle prevents overfilling and spillage and does not allow the transfer of gasoline to continue after the nozzle automatic shut-off point;

What is ORVR and ORVR compatibility?

“Onboard refueling vapor recovery system,” “ORVR system,” or “ORVR” means a vehicle emission control system that captures vapors from the vehicle gasoline tank during refueling. The gasoline tank and fill pipe are designed so that, during the vehicle refueling, vapors in the tank travel to an activated carbon packed canister, which adsorbs the vapor. When the engine is in operation, it draws the gasoline vapors into the engine intake manifold to be used as fuel.

“ORVR-compatible Phase II vapor recovery system” means a Phase II vapor recovery system that is one of the following:

1. A vapor balance system;

2. A vapor recovery system with tank pressure management emission control equipment installed on the atmospheric vent of the system and operated in conjunction with the Phase I and Phase II vapor recovery systems with the purpose of reducing emissions and recovering gasoline vapors during fuel deliveries and refueling vehicles at a gasoline dispensing facility at greater than or equal to 95 percent recovery efficiency for the Phase II system and 98 percent recovery efficiency for the Phase I system. A system with only a pressure/vacuum relief vent valve on the atmospheric vent is not considered an ORVR-compatible Phase II system;

3. A vacuum assist system that has ORVR-compatible nozzles, which are nozzles that are approved as ORVR-compatible in a CARB-certified Phase II system Executive Order or that can be demonstrated to the Department to be ORVR-compatible; or

4. A vapor recovery system used exclusively for the refueling of marine vehicles or aircraft.

What is the deadline to upgrade my Phase I Pre-EVR system to a CARB-Certified Phase I EVR system?

A CARB-certified Phase I EVR system pressure/vacuum relief vent valve on or before December 23, 2018; and

A CARB-certified Phase I EVR system, the components of which shall have been approved in one or more CARB-certified Phase I EVR System executive orders in effect at the time of installation, but the components need not all be approved in the same executive order on or before December 23, 2024.

EXHIBIT 'E'

What is a coaxial system and is it required to upgrade to dual point?

"Single-point vapor balance system" means a type of vapor balance system in which the storage tank is equipped with one entry port for a gasoline fill pipe and the same port is used as an exit port for vapor recovery. A single-point vapor balance system utilizes a coaxial drop tube that consists of a pipe within a pipe.

A Phase I vapor recovery system that is using a single-point vapor balance system installed before December 23, 2017, is not required to replace the single-point vapor balance system with a dual-point vapor balance system. The CARB-certified Phase I EVR System Executive Order requirements for rotatable adapters shall not apply to a gasoline dispensing facility using a single-point vapor balance system.

How do I determine what kind of Phase I system is installed at my GDF?

Those records should be at the facility site. If they are not, NJDEP recommends that you consult with your Phase I installation contractor and/or Phase I testing company and/or parts manufacturer.

What are the approved CARB Phase I EVR systems or parts that can be installed?

The approved CARB Phase I EVR vapor recovery systems and parts are located in CARBs Executive Orders at the following links:

Vapor Recovery Executive Orders | California Air Resources Board

Additional information on required parts specifications can be found in the CARB Certification and Testing Procedures at the following links:

Vapor Recovery Certification and Test Procedures | California Air Resources Board

And most specifically "Vapor Recovery Certification Procedure CP – 201 Certification Procedure for Vapor Recovery Systems at Gasoline Dispensing Facilities Using Underground Storage Tank" and "Vapor Recovery Certification Procedure CP – 206 Certification Procedure for Vapor Recovery Systems at Gasoline Dispensing Facilities Using Aboveground Storage Tanks"

The parts do not all have to be in the same executive order or specific to ASTs or USTs. Some parts are certified on their own such as nozzles and hoses. Any certified parts can be used as long as they are compatible with the existing system. New Jersey's rule was written to allow a "mix and match", with the intent of making sure the most up to date and efficient parts are being utilized, while also allowing flexibility.

For compatibility you should contact your Phase I installation contractor and/or Phase I testing company and/or manufacturer of the parts.

What are the standing loss control requirements for aboveground storage tanks and are they required in New Jersey?

CARB has another EVR requirement called Standing Loss Control (SLC) (controls to reduce storage tank breathing losses) contained within Vapor Recovery Certification Procedure CP – 206 Certification Procedure for Vapor Recovery Systems at Gasoline Dispensing Facilities

EXHIBIT 'E'

Using Aboveground Storage Tanks. SLCs are included in CARB's Phase I EVR Executive Orders (EO), and therefore, they do apply in New Jersey.

For existing ASTs, there are two ways to comply with SLC: 1. apply a CARB certified reflective coating and install a CARB EVR-certified P/V valve, or if you happen to have a CARB certified make and model protected AST, simply install a CARB EVR-certified P/V valve.

As of January 1, 2021, EO VR 301 lists six protected ASTs that are not required to apply one of the certified coatings, if the existing OEM paint is in good condition. These protected ASTs are: ConVault, SuperVault MH series, Fireguard, Hoover Vault, Jensen Precast Armor Vault, and Above Ground Tank AGT Vault. Your AST must be of the same model and make listed in EO VR-301 Vapor Recovery Standing Loss Control Executive Orders | California Air Resources Board.

Additionally, based on engineering evaluation, CARB staff has included protected ASTs from the pre-EVR Executive Orders that are also listed under Underwriters' Laboratories (UL) Standard 2085. These tanks are Trusco Tank, Inc.'s SuperVault FL (G-70-132), Ace Tank and Equipment Company's Fuel Safe (G-70-137), Mosier Brother Tanks and Manufacturing AST (G-70-152), RECoVault Inc.'s Ecovault (G-70-156 and G-70-157), Hoover Containment Systems, Inc.'s Hoover Fuelmaster (G-70-161), and Bakersfield Tank Company's EnviroVault (G-70-167). UL-2085 listed ASTs generally have placards or other markings identifying them as such.

Additionally, the ASTs should be labeled with one of the names listed above. All protected ASTs listed in EO VR-301 also need to be equipped with a CARB EVR-certified P/V valve.

For existing single wall ASTs, application of one of the coatings listed in the latest version of EO VR-301 and the installation of a CARB EVR-certified P/V valve will satisfy the standing loss control requirement. EO VR-301 lists the coating systems that are certified.

For additional information on CARB's requirement see:
Vapor Recovery Standing Loss Control Executive Orders | California Air Resources Board
and Frequently Asked Questions: Vapor Recovery Requirements For Gasoline Dispensing Facilities Equipped with Aboveground Storage Tanks | California Air Resources Board

Are there any exemptions to the Phase I upgrade requirements?

Marine and Aircraft

Refueling operations associated with marine vehicles and aircraft are not exempt from Phase I vapor recovery systems, however, as shown at NJAC 7:27-16.3 (i) New Jersey's rule does exempt existing systems associated with marine vehicles and aircraft from several equipment upgrades unless the parts are being replaced such as the CARB EVR PV valve, other CARB EVR Phase I parts, unihose, CARB-certified enhanced conventional (ECO) nozzle ECO nozzles and the low permeability hoses. Upon replacing parts, CARB EVR certified parts are required.

Coaxial Exemption

A Phase I vapor recovery system that is using a single-point vapor balance system installed before December 23, 2017, is not required to replace the single-point vapor balance system with a dual-point vapor balance system. The CARB-certified Phase I EVR System Executive Order requirements for rotatable adapters shall not apply to a gasoline dispensing facility using a single-point vapor balance system.

EXHIBIT 'E'

Throughput

In accordance with CARB CP 206, if an aboveground tanks Maximum Annual Throughput is 18,000 gallons or less, an existing vapor recovery system installed prior to December 23, 2017, may operate until the end of its useful life.

Pre-EVR CARB certified parts that were deemed in compliance with CARB EVR

ConVault aboveground storage tanks equipped with integral spill containers do not require the use of external spill containers manufactured by OPW or Morrison Brothers as indicated in Executive Orders VR-401 and VR-402, respectively.

For additional information, NJDEP recommends that you consult with your Phase I installation contractor and/or Phase I testing company and/or parts manufacturer.

What are the Phase I requirements for new Phase I system installations?

For new systems installed after December 23, 2017, a CARB-certified Phase I EVR system, including a dual point vapor balance system, the components of which shall have been approved in one or more CARB-certified Phase I EVR System executive orders in effect at the time of installation, but the components need not all be approved in the same executive order.

When I upgrade to a CARB-certified Phase I EVR system are Phase I compliance tests required before I commence operation?

No. Parts do not have to be replaced all at the same time. Parts can be replaced individually during normal maintenance of the system when they are at the end of their useful life, over the 7 years provided to comply, but before the deadline. Testing should be done in accordance with the rule.

Do I need any permits or approvals prior to upgrading a Phase I Pre-EVR system?

No, not for replacement of existing parts. Parts do not have to be replaced all at the same time. Parts can be replaced individually during normal maintenance of the system when they are at the end of their useful life, over the 7 years provided to comply, but before the deadline. New installations or modifications to existing equipment already permitted (such as tank replacements or conversion to a dual point system) would follow the same procedures and requirements for obtaining a permit as prior to the amendments.

“Modify” or “modification” means any physical change in, or change in the method of operation of, existing equipment or control apparatus that increases the amount of actual emissions of any air contaminant emitted by that equipment or control apparatus or that results in the emission of any air contaminant not previously emitted. This term shall not include normal repair and maintenance. Also, for the purposes of this definition, "air contaminant" shall have the meaning of "category of air contaminants" in a case where the regulatory limit is placed on a grouping of contaminants (such as VOCs) rather than on a single species of contaminant.

EXHIBIT 'E'

Who should I contact if I have any questions about the Phase I regulation?

For Underground Storage Tanks (USTs):
UST Compliance and Enforcement
Michael Hollis, Bureau Chief, 609-477-0945
Greg Davis, Vapor Recovery Lead, 609-439-9414

For Aboveground Storage Tanks (ASTs):
James Scarvalli, Bureau Chief, 856-614-3601

Air Quality Permitting 609-292-6716

Where can I get more information?

Compliance and Enforcement website:
NJDEP-Compliance and Enforcement (state.nj.us)

Division of Air Quality Permitting Program website:
NJDEP| Bureau of Stationary Sources | Bureau of Stationary Sources

EXHIBIT 'E'