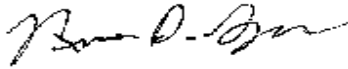


City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Derek Rayner, Senior Civil Engineer
VIA: Michael Kirn, Public Works Director/City Engineer
DATE: June 18, 2013
SUBJECT: **Consideration of a Resolution Approving Amendment No. 5 to the Professional Services Agreement with Larry Walker Associates for Ongoing Permit Assistance Services Related to the City's Current Wastewater Treatment Plant NPDES Permit and the State's General Water Reuse Permit in the Amount of \$59,810**

APPROVAL FOR FORWARDING:



Richard D. Spitler, City Manager

1
2 **ISSUE:**

3
4 Consideration of a Resolution approving Amendment No. 5 to the Professional
5 Services Agreement with Larry Walker Associates for ongoing permit assistance
6 services related to the City's current Wastewater Treatment Plant NPDES permit
7 and the State's General Water Reuse Permit in the amount of \$59,810.
8

9 **RECOMMENDATION:**

10
11 Adopt a Resolution.
12

13 **BACKGROUND/DISCUSSION:**

14
15 The City of Calistoga Wastewater Treatment Plant (WWTP) was issued a revised
16 National Pollutant Discharge Elimination System Permit (NPDES Permit) in
17 November, 2010, by the San Francisco Bay Regional Water Quality Control Board
18 (RWQCB). Under this permit, the City may discharge treated effluent to the Napa
19 River during the wet season (October 1st through May 15th) as long as specific

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20 dilution requirements in the river are met. During the remainder of the year, river
21 discharge is prohibited and all effluent produced at the WWTP must be stored or
22 recycled.

23

24 The monitoring and reporting requirements associated with the City's WWTP
25 NPDES permit have become more onerous and complex, and the RWQCB has
26 imposed mandatory fines for certain permit violations. LWA is very familiar with our
27 current permit and the regulatory requirements imposed by the Board. Since
28 January of 2001, LWA has been providing ongoing assistance related to the City's
29 permit monitoring and reporting requirements. LWA's costs vary each year
30 depending on the City's needs for consultants expertise related to regulatory
31 compliance. Their costs over the last several years have varied from 11K to 51K.

32

33 LWA is also providing regulatory assistance to the City of Calistoga on updating its
34 Recycled Water Use Program to be consistent with conditions specified in the
35 State's General Water Reuse Permit. In May of 2005, the RWQCB and the State
36 Department of Health Services granted the City formal approval to operate its
37 recycled water program under the State's General Water Reuse Permit. The
38 General Water Reuse Permit delegates regulatory authority to the City, and requires
39 the City to monitor and report all activities utilizing recycled water within its
40 jurisdiction.

41

42 Staff requested and received from LWA a proposal to provide additional ongoing
43 permit assistance for both the WWTP NPDES Permit and the General Water Reuse
44 Permit. Following are some of the tasks that LWA will be providing (additional tasks
45 are in italics):

46

47 Preparation of Regulatory Compliance Reports

48

49 In the past City staff prepared draft compliance reports and LWA provided review
50 and comment to ensure regulatory and policy requirements were addressed
51 properly. For FY 2013/14, the City is requesting LWA prepare draft versions of
52 compliance reports for City review and comment. This approach will reduce City
53 staff time spent on reporting obligations and allow the City to dedicate its full
54 resources to facility operations.

55

56 Pollution Prevention Assistance

57

58 The City is required to undertake pollution prevention activities to reduce the amount
59 of pollutants received at the WWTP. Current pollutants of concern are mercury,
60 boron, antimony, cyanide, chlorodibromomethane, dichlorobromomethane,
61 ammonia, copper, oil and grease, and PCBs. LWA will provide advice to the City
62 when identifying and implementing appropriate pollution prevention activities. LWA
63 will prepare a draft 2013 Annual Pollution Prevention Report that will be submitted to

64 City staff for review and approval before finalizing for submittal to the Regional
65 Water Board.

66

67 Sanitary Sewer Management Plan (SSMP) Internal Audit

68

69 The Regional Water Board requires that all agencies serving more than 2,500
70 people complete an SSMP internal audit by May 1, 2014. LWA will assist the City in
71 preparing an internal audit report by the assigned deadline. LWA will review the
72 City's current SSMP and work with City staff to evaluate the SSMP effectiveness
73 (e.g., compile metrics such as miles of televised pipe, number of spills/volumes from
74 year to year, etc.) and the City's compliance status with each of the required SSMP
75 elements. LWA will analyze, tabulate, and graph historical information on the
76 program metrics and also evaluate the SSMP for compliance with all the required
77 elements. LWA will prepare a list of deficiencies and opportunities for improving the
78 SSMP, if any are identified. LWA will prepare a draft report of the findings for the
79 City's review. The report will be finalized following review by City staff.

80

81 CIWQS Electronic Data Management Tool (EDMT)

82

83 Electronic data reporting is required by the State and the WWTP NPDES permit.
84 The City must upload its self-monitoring data monthly to the California Integrated
85 Water Quality System (CIWQS). Under current operations, the City's monitoring
86 data are maintained in Excel spreadsheets. Some data are uploaded directly to the
87 CIWQS database while others are submitted via PDF attachments. Development of
88 a Microsoft Access-based Electronic Data Management Tool (EDMT) will allow for
89 ongoing compilation and management of the monitoring data in a single application
90 and accommodate querying, analysis, and reporting of the data for internal and
91 external use. Use of an EDTM by the City to submit all monitoring data to CIWQS
92 will reduce staff time spent compiling and formatting data, eliminate monthly
93 submittals of paper reports to the Regional Water Board, and reduce Annual Report
94 contents.

95

96 LWA will assist the City in developing an EDTM and will provide training to City staff
97 on how to properly use the EDTM and upload data to CIWQS.

98

99 Staff has reviewed the proposal, determined that the services are necessary and
100 reasonable, and recommends that Amendment No. 5 to the agreement with Larry
101 Walker and Associates be approved. A copy of the proposal is attached to the
102 proposed agreement. The total cost of these additional services is \$59,810 and
103 cover the period of July 1, 2013 – June 30, 2014. The total amount of the original
104 contract, Amendment No. 1, Amendment No. 2, Amendment No. 3, Amendment No.
105 4, and Amendment No. 5 is \$196,868.

106

107

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108 **FISCAL IMPACT:**

109

110 The adopted Fiscal Year 13/14 Wastewater Enterprise Budget includes funding for
111 these ongoing permit services.

112

113 **ATTACHMENTS:**

114

115 1. Resolution

116 2. Professional Services Agreement