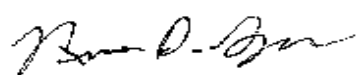


City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Michael Kirn, Public Works Director/City Engineer
DATE: July 7, 2015
SUBJECT: Consideration of a Resolution Approving Amendment No. 8 to the Professional Services Agreement with Larry Walker Associates for Services Related to the City’s Wastewater and Water Treatment Plant Operating Permits

APPROVAL FOR FORWARDING:



Richard D. Spitler, City Manager

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ISSUE: Consideration of a Resolution approving Amendment No. 8 to the Professional Services Agreement with Larry Walker Associates for ongoing permit assistance services related to the City’s Wastewater and Water Treatment Plant Operating Permits and Cease and Desist Orders.

RECOMMENDATION: Adopt the resolution.

BACKGROUND/DISCUSSION: The City of Calistoga’s Wastewater Treatment Plant (WWTP) operates under a revised NPDES Permit issued in November, 2010 by the San Francisco Bay Regional Water Quality Control Board (RWQCB). Under this permit, the City may discharge treated effluent to the Napa River during the wet season as long as dilution ratios are met. During the remainder of the year all effluent produced must be stored or recycled.

The monitoring and reporting requirements associated with the NPDES permit and recycled water permits are complex and the RWQCB has imposed mandatory fines for certain permit violations. LWA is very familiar with our permit and the regulatory requirements imposed by the RWQCB. Since January of 2001 LWA has been providing ongoing professional technical assistance related to the permit compliance. The total cost of services provided by LWA varies from year to year depending on our identified need for consultant expertise.

24 LWA has assumed some of the responsibilities previously performed by the Utility
25 Superintendent which is currently being filled by an interim appointment and they are
26 also providing technical assistance associated with the Cease and Desist Order and
27 other special studies requested by the RWQCB.
28

29 As requested by the City, LWA prepared a proposal for continued permit assistance
30 for the WWTP NPDES Permit, the General Water Reuse Permit, the sanitary sewer
31 system waste discharge requirements and the drinking water system NPDES permit.
32 Some of the tasks to be provided by LWA are presented below:
33

34 *Preparation of Regulatory Compliance Reports*

35 *LWA will compile/review data, assess monthly Self-Monitoring Reports for*
36 *compliance/completeness, and upload reports to the California Integrated Water*
37 *Quality Monitoring System (CIWQS). LWA will prepare regulatory compliance*
38 *reports or review draft reports prepared by City staff. LWA will prepare compliance*
39 *reports required by the CDO and provide draft documents to City staff for*
40 *review/approval prior to submittal to the RWQCB.*
41

42 *Pollution Prevention Assistance*

43 *As specified by the City's NPDES permit, the City must undertake pollution*
44 *prevention activities to reduce the amount of pollutants received at the WWTP. LWA*
45 *will provide advice to the City when identifying and implementing appropriate*
46 *pollution prevention activities. LWA will prepare the draft 2015 Annual Pollution*
47 *Prevention Report and submit to City staff for review and approval before final*
48 *submittal to the Regional Water Board.*
49

50 *Disinfection Byproducts Compliance*

51 *The City is currently investigating methods of reducing disinfection byproducts in*
52 *secondary effluent and providing monthly reports to the Regional Water Board on*
53 *the efforts and results. LWA will assist the City in reviewing monitoring results,*
54 *identifying/assessing operational changes, and preparing monthly progress reports.*
55

56 *Mixing Zone Study*

57 *The City is considering re-establishing an old discharge outfall at the 20 million*
58 *gallon effluent storage pond. If the Regional Water Board determines a new mixing*
59 *zone study must be completed, LWA will model discharges from the 20 MG outfall to*
60 *determine dilution and mixing zone characteristics. A draft mixing zone report will be*
61 *provided to the City for review and approval before finalizing for submittal to the*
62 *Regional Water Board.*
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68 Sanitary Sewer Management Plan (SSMP) Internal Audit

69 *The next audit of the City's Sanitary Sewer System Management Plan is due in the*
70 *spring of 2016. LWA will review the City's current SSMP to assess the program*
71 *effectiveness and will work with City staff to evaluate the compliance status of each*
72 *of the required elements. LWA will prepare a draft audit report for City staff review.*

73

74 California Integrated Water Quality Monitoring System (CIWQS) Electronic Data
75 Management Tool (EDMT)

76 *Electronic reporting of data collected under the WWTP NPDES permit is currently*
77 *required by the State of California and will soon be required by the U.S. EPA. LWA*
78 *developed templates for use when importing internally-generated data and also*
79 *developed a data review process for outside analytical laboratories reports. During*
80 *2015-16 LWA will finalize the EDMT and provide training of City staff on EDMT use*
81 *and uploading data to CIWQS. After training is conducted, LWA will prepare*
82 *Standard Operating Procedures on electronic data reporting for City records and*
83 *training.*

84

85 WWTP NPDES Permit Adoption

86 *The City's new WTP NPDES permit is tentatively scheduled for adoption on*
87 *December 16, 2015. LWA will review the Administrative Draft NPDES permit to*
88 *ensure proper implementation of regulations and policies and to identify any*
89 *operational concerns. In consultation with City Staff, LWA will prepare written*
90 *comments on the Administrative Draft permit to indicate proposed modifications and*
91 *inserted comments to provide a rationale for changes. LWA will review the Tentative*
92 *Order NPDES permit to verify inclusion of Administrative Draft comments and*
93 *ensure proper implementation of regulations and policies. In consultation with City*
94 *Staff, LWA will identify issues of concern in the Tentative Order and develop an*
95 *approach for the comment letter. The draft comment letter will be provided to City*
96 *staff for review. LWA will work with City staff to prepare comments for the public*
97 *hearings and will attend the permit adoption hearing. LWA will review the final,*
98 *adopted order to identify changes or mistakes that could render the content of a*
99 *particular provision different than originally intended. LWA will compile a list of*
100 *special studies, status reports, and monitoring requirements and prepare a schedule*
101 *and compliance plan to help the City keep track of required activities during the 5-*
102 *year permit term.*

103

104 WTP / Drinking Water System Emergency Discharge Permit

105 *The City is seeking NDPEs permit coverage for pipeline breaks, transmission*
106 *system failures, equipment maintenance activities, and emergency overflows at the*
107 *Kimball Water Treatment Plant. A Notice of Intent (NOI) must be submitted by*
108 *September 1, 2015.*

109

110 *LWA will prepare a draft NOI for review and approval by City staff.*

111

112 Staff has reviewed the proposal, determined the services are necessary and
113 reasonable, and recommends approval of Amendment No. 8 to the PSA with LWA
114 The total amount of the amended contract, including this Amendment is \$479,168.
115

116 **ENVIRONMENTAL ANALYSIS:** The direction that staff is seeking is general policy
117 and procedure and is not a Project under CEQA. Section 15378(b) (2) of CEQA
118 provides that a "...Project does not include: Continuing administrative or
119 maintenance activities such as ...general policy and procedure making."
120

121 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** This
122 agreement is consistent with City Council Goal No. 3 – Establish, improve and
123 maintain City infrastructure; and the City Council Objectives (Maintain the high level
124 of service and reliability of the city's infrastructure systems and facilities; and
125 Develop and implement a strategy to address the issues with wastewater plant
126 operations as identified in the cease and desist orders from the state).
127

128 **FISCAL IMPACT:** The adopted Fiscal Year 15/16 Wastewater Enterprise Budget
129 included funding in the amount of \$159,000 for the ongoing permit services in the
130 Wastewater Treatment Operations Budget – Account Code 03-4142-4402.
131

132 **ATTACHMENTS:**

- 133
134 1. Resolution
135 2. Professional Services Agreement Amendment No. 8

RESOLUTION NO. 2015-XXX

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2
3 **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,**
4 **COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING**
5 **AMENDMENT NO. 8 TO THE PROFESSIONAL SERVICES AGREEMENT**
6 **WITH LARRY WALKER AND ASSOCIATES FOR SERVICES RELATED TO**
7 **THE CITY'S WASTEWATER TREATMENT PLANT OPERATING PERMITS**
8

9 **WHEREAS**, the City of Calistoga Wastewater Treatment Plant Operates under a
10 National Pollutant Discharge Elimination System (NPDES) Permit that includes certain
11 monitoring and reporting requirements; and
12

13 **WHEREAS**, the City of Calistoga operates its Recycled Water Program under the
14 State's General Water Reuse Permit which requires the City to monitor and report all
15 recycled water activities within its jurisdiction; and
16

17 **WHEREAS**, the City of Calistoga operates its Water Treatment Plant under the
18 Drinking Water System NPDES permit; and
19

20 **WHEREAS**, the City requires continued and additional professional services to
21 assist in the monitoring and reporting requirements of these permits; and
22

23 **WHEREAS**, the City of Calistoga entered into an agreement on August 16, 2005,
24 Amendment No. 1 on March 4, 2008, Amendment No. 2 on July 21, 2009, Amendment No.
25 3 on July 19, 2011, Amendment No. 4 on August 22, 2012, Amendment No. 5 on June 8,
26 2013, Amendment No. 6 on July 14, 2014, and Amendment No. 7 on November 18, 2014
27 with Larry Walker Associates for Ongoing Permit Assistance associated with the NPDES
28 Permit, the Cease and Desist Order, Recycled Water User Permit, and Drinking Water
29 System NPDES permit; and
30

31 **WHEREAS**, due to current staffing levels the City is in need of additional services
32 from Larry Walker Associates; and
33

34 **WHEREAS**, Larry Walker Associates has submitted a proposal for these services
35 dated June 25, 2015, in the amount of \$159,000; and
36

37 **WHEREAS**, staff has reviewed said proposal, found that the professional services
38 proposed are reasonable and necessary, and recommends that Amendment No. 8 to the
39 agreement with Larry Walker and Associates be approved; and
40

41 **WHEREAS**, these additional services are part of the FY 2015/16 Wastewater
42 Treatment operating budget, Account Code 03-4142-4402 in the amount of \$159,000.
43

44 **NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Calistoga
45 hereby approves Amendment No. 8 to the Professional Services Agreement with Larry
46 Walker and Associates in the amount of \$159,000 for a total contract amount of \$479,168
47 for ongoing and additional permit assistance related to the City of Calistoga Wastewater
48 Treatment Plant NPDES Permit, the State's General Water Reuse Permit and the Drinking
49 Water System NPDES permit; and

50 **BE IT FURTHER RESOLVED** that the City Council of the City of Calistoga hereby
51 authorizes the City Manager to execute the required documents.
52

53 **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga
54 at a regular meeting held this **7th day of July 2015**, by the following vote:
55

56 **AYES:**

57 **NOES:**

58 **ABSTAIN:**

59 **ABSENT:**
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CHRIS CANNING, Mayor

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ATTEST:

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KATHY FLAMSON, City Clerk