



City of Morgan Hill

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Attachments: 1. 2017 SSMP Consultant Agreement - DKF Proposal 012317

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CITY COUNCIL STAFF REPORT MEETING DATE: FEBRUARY 22, 2017

PREPARED BY: Dan Repp, Deputy Director Utilities Services
APPROVED BY: City Manager

SANITARY SEWER MANAGEMENT PLAN UPDATE CONSULTANT AGREEMENT

RECOMMENDATION(S)

Approve consultant agreement with DKF Solutions Group, CA, for Sanitary Sewer Management Plan Update, totaling \$117,075.

COUNCIL PRIORITIES, GOALS & STRATEGIES:

Ongoing Priorities

Enhancing public safety
Protecting the environment
Preserving and cultivating public trust

2017 Strategic Priorities

Infrastructure

REPORT NARRATIVE:

Purpose/Need

The City is required to comply with the State Water Resources Control Board (SWRCB) General Waste Discharge Requirements (WDR) for all publicly owned or operated sanitary sewer systems within the State of California. The WDR requires all federal, state, municipalities, counties, districts, and other public entities that own or operate sanitary sewer systems greater than one mile in length

to develop and implement a system-specific Sewer System Management Plan (SSMP). The regulations require that the City update its SSMP every 5 years. The City's most recent SSMP was adopted by City Council in 2009 and is overdue for the required update.

The SSMP document provides detail about how the City's sewer system is operated, maintained, repaired, and funded. The SSMP must include the following elements in order to comply with the State requirements:

1. Goals
2. Organization
3. Legal Authority
4. Operations and Maintenance Program
5. Design and Performance Provisions
6. Overflow Emergency Response Plan (OERP)
7. Fats, Oils, and Grease (FOG) Control Program
8. System Evaluation and Capacity Assurance Plan (SECAP)
9. Monitoring, Measurement, and Program Modifications
10. SSMP Program Audits
11. Communications Program

In addition, the SSMP scope of work includes creating standard operating procedures (SOP's) for key wastewater maintenance equipment and maintenance activities, as well as staff training.

Risk/Loss Control

A major function of the SSMP and supporting SOP's is to help guide the activities of the wastewater utility to minimize sanitary sewer overflows (SSO's). As the City has recently experienced due to the significant rainfall this year, SSO's can be a source of major liability to the wastewater utility, a strain on the City's financial and human resources, and a potential health hazard for the community.

The City's insurance carrier, the Association of Bay Area Governments (ABAG), has identified minimizing SSO's as a top priority to address in the City's Annual Risk Management Action Plan. As a member of ABAG, the City is eligible to receive reimbursement for an average of 125 to 200 consultant hours each plan year to assist the City in achieving, maintaining, or improving the City's Risk Management operational best practices standards. The hours are available for allocation to activities including updating the SSMP.

Proposals

Staff received and reviewed three (3) proposals from the following firms: Akel Engineering Group, Infrastructure Engineering Corporation, and DFK Solutions Group. DFK Solutions Group was selected because of its experience working with ABAG and with preparing SSMP's and related SOP's. DFK has worked with ABAG to assist several Bay Area wastewater utilities with regulatory compliance and risk management issues including preparing numerous SSMP's and SOP's. In 2013, DFK prepared an Emergency Overflow Response Plan and Vector Truck SOP for Morgan Hill. Selecting DFK for the SSMP update provides continuity with its previous work and takes advantage of its familiarity of the City's wastewater utility.

COMMUNITY ENGAGEMENT: Inform

This report serves to inform the community of the recommended agreement for updating the City's Sanitary Sewer Management Plan.

ALTERNATIVE ACTIONS:

The City Council could decline to enter into an agreement with DKF Solutions Group. Without the agreement, staff would need to seek alternate ways to complete the Sanitary Sewer Management Plan Update such as requesting additional proposals or completing the work using staff.

PRIOR CITY COUNCIL AND COMMISSION ACTIONS:

There have been no prior City Council or Commission actions on this item.

FISCAL AND RESOURCE IMPACT:

The proposed SSMP contact amount is \$117,075. Funding for the SSMP is included in the Contract Services line item of the Sewer Operations budget (640.5900.42231). The Contract Services budget for FY 2016/17 is \$280,360. Some of the SSMP contract cost will be offset using the ABAG consultant hours noted above, however the exact amount depends on other risk management activities that may also need consultant hours. No budget adjustments are required at this time.

CEQA (California Environmental Quality Act):

Not a Project

LINKS/ATTACHMENTS:

Consultant Agreement