



**City of Merced Sewer System
Management Plan (SSMP)**



Prepared for:
City of Merced

Prepared by:
Stantec Consulting Services Inc.

December 16, 2014

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CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Goals
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ELEMENT 1 GOALS

A. WDR/SSMP Requirements

The regulatory goal of the SSMP is to document the plan, implementation schedule, and source of funding to proactively manage, operate, and maintain all parts of the sanitary sewer system. This will help continue to minimize and prevent sanitary sewer overflows (SSOs), as well as mitigate any SSOs that may occur and ensure adequate sewer capacity to accommodate design storm flows as future growth occurs. The SSMP is to serve as a publicly accessible reference for the citizens of Merced and current and future City staff.

The SSMP is considered to be a continually revisited and updated “living” document, and not all aspects must be fully implemented before formal adoption. The SSMP work plan and schedule is developed to support the City’s SSMP goals and strategies. The work plan is a detailed tactical action plan with activities, schedules, and resources to implement the SSMP as adopted. The SSMP work plan and schedule was also the first required deliverables to comply with the Statewide General Waste Discharge Requirements (GWDRs) for Sanitary Sewer Systems, Water Quality Order No. 2006-0003 (Sanitary Sewer Order) adopted by State Water Resources Control Board (SWRCB) on May 2, 2006, and shall be regularly evaluated for effectiveness, and updated and revised as necessary. The current SSMP workplan and schedule is included as Attachment 1A.

B. City of Merced Goals

The City has established goals to guide the development, continuing implementation, and success of Merced’s SSMP. These goals are designed to facilitate and target the management, operation, and maintenance of the sanitary sewer collection system in a manner that will sustain the infrastructure, protect public health and the environment, and document compliance with State Water Resources Control Board’s General Waste Discharge Requirement (WDR) for Sanitary Sewer Systems. These goals include:

- Effectively manage, operate, and maintain all portions of the City’s wastewater collection system.
- Provide adequate capacity to convey existing and projected peak wastewater flows.
- Minimize the frequency and size of SSOs.
- Mitigate the impacts that are associated with all SSOs that may occur.
- Comply with all applicable regulatory notification and reporting requirements.



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- Ensure adequate funding is available to protect the large investment in the sewer system by maintaining adequate capacities and extending useful life.
- Use funds available for sewer operations in the most efficient manner to provide the best long-term value to our customers.
- Regularly evaluate the effectiveness of the management plan and the accuracy of the information contained in it, and update the SSMP as necessary.

There are also general goals for the City as a whole and for individual departments. These are included in the adopted City Budgets. The reader is directed to the adopted City Budget for the fiscal year of interest for more information on these goals. Goals that pertain to the Wastewater/Sewer Division that have a direct bearing on the SSMP are as follows:

- Ensure completion of our annual comprehensive sewer line inspection, repair, and preventive maintenance program elements.
- Continue to explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division that will provide the highest level of customer service. Implementation of a computerized maintenance management system (CMMS) to provide asset management information and documentation of O&M procedures and training will be implemented in stages as funding is available. Pending full implementation of a CMMS system, documentation is maintained by the Public Works Manager and Collections System Supervisor.
- Update the Sewer Master and Capital Improvement Plans as necessary to accommodate new development, design storm flows, and ensure timely repair, rehabilitation, and replacement of aging facilities.

C. Attachments

Attachment includes the following:

Attachment 1A SSMP Work Plan and Implementation Schedule



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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ATTACHMENTS

ATTACHMENT 1A SSMP WORK PLAN AND IMPLEMENTATION SCHEDULE

Updated December 2014.

Activities		On-Going Requirements	Responsible Person
Element 1	Goals		
	Formally adopt SSMP goals to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system to help reduce and prevent SSOs, as well as mitigate any SSOs that do occur. Revisit and modify as necessary.	Formally adopt in early 2015, revisit on 5 year intervals or as required by audit or new General Order Requirements.	Public Works Director
Element 2	Organization		
	Identify the name of the responsible or authorized representative.	Check Quarterly – Update as required	Public Works Manager
	Identify the names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program.	Check Quarterly – Update as required	Public Works Manager
	Identify the chain of communication for reporting SSOs, from receipt of a complaint or other information to the person responsible for reporting SSOs to the State and Regional Water Board and other agencies.	Check Quarterly – Update as required	Collections System Supervisor
Element 3	Legal Authority		
	Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to prevent illicit discharges into its sanitary sewer system.	Complete	City Attorney
	Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to require that sewers and connections be properly designed and constructed.	Complete	City Attorney
	Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency.	Complete	City Attorney
	Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to limit the discharge of fats, oils, and grease and other debris that may cause blockages.	Complete	City Attorney



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Activities		On-Going Requirements	Responsible Person
Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to enforce any violation of its sewer ordinances.		Complete, revisit during bi-annual program audit as necessary.	City Attorney
Element 4	Operation and Maintenance Program		
Maintain an up-to-date map of the sanitary sewer system, coordinate with GIS.		Check Quarterly – Update as required	Collections System Supervisor
Describe routine preventive operation and maintenance activities by staff and contractors.		Check Annually – Update as required	Collections System Supervisor
Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies, and implement short-term and long-term rehabilitation actions to address each deficiency, including regular visual and TV inspections of manholes and sewer pipes.		Complete, revisit during bi-annual program audit as necessary.	Public Works Director
Provide training on a regular basis for staff in sanitary sewer system operations and maintenance.		Quarterly	Public Works Manager
Provide equipment and replacement part inventories.		Annual assessment	Public Works Manager
Element 5	Design and Performance Provisions		
Document design and construction standards and specifications for the installation of new sanitary sewer systems.		Complete, revisit during bi-annual program audit as necessary.	Public Works Director
Document procedures and standards for inspecting and testing the installation of new sewers.		Complete, revisit during bi-annual program audit as necessary.	Public Works Director
Element 6	Overflow Emergency Response Plan		
Document that the Overflow Emergency Response Plan (OERP) contains proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner.		Complete, Check Quarterly – Update as required	Collections System Supervisor
Document that the OERP contains a program to ensure an appropriate response to all overflows.		Complete	Collections System Supervisor
Document that the OERP contains procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities of all SSOs that potentially affect public health or reach the waters of the State in accordance with the most current General WDR Monitoring and Reporting Program (MRP). Document that the OERP identifies the officials who will receive immediate notification.		Complete, Check Quarterly – Update as required	Collections System Supervisor



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Activities	On-Going Requirements	Responsible Person
Document that the OERP contains procedures to ensure that appropriate staff and contractor personnel are aware of and follow the OERP, and are appropriately trained.	Complete, Check Quarterly – Update as required	Collections System Supervisor
Document that the OERP contains procedures to address emergency operations, such as traffic and crowd control.	Complete	Collections System Supervisor
Document that the OERP contains a program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States, and to minimize or correct any adverse impact on the environment resulting from the SSOs, including accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.	Complete	Collections System Supervisor
Element 7	FOG Control Program	
Evaluate the City's service area to determine whether a FOG control program is needed. If FOG is found to be a problem, prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:	Complete, revisit during bi-annual program audit as necessary.	Public Works Manager
<ul style="list-style-type: none"> An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG. 	Complete	Public Works Manager
<ul style="list-style-type: none"> A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. 	Complete	Public Works Manager
<ul style="list-style-type: none"> The legal authority to prohibit discharges to the system, and identify measures to prevent SSOs and blockages caused by FOG. 	Complete	Public Works Manager
<ul style="list-style-type: none"> Requirements to install grease removal devices, design standards for the removal devices, maintenance requirements, BMP requirements, and record keeping and reporting requirements. 	Complete	Public Works Manager
<ul style="list-style-type: none"> Authority to inspect grease producing facilities, enforcement authorities, and sufficient staff to inspect and enforce the FOG ordinance. 	Complete	Public Works Manager
<ul style="list-style-type: none"> Identification of sanitary sewer system sections subject to FOG blockages, and establishment of a cleaning maintenance schedule for each section. 	Complete, revisit during bi-annual program audit as necessary.	Collections System Supervisor
<ul style="list-style-type: none"> Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system. 	Complete	Public Works Manager



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Activities		On-Going Requirements	Responsible Person
Element 8	System Evaluation and Capacity Assurance Plan		
	Prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:	Complete, revisit during bi-annual program audit as necessary	City Engineer
	<ul style="list-style-type: none"> Evaluation: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. 	Complete, revisit during bi-annual program audit as necessary	City Engineer
	<ul style="list-style-type: none"> Design Criteria: Where design criteria do not exist or are deficient, undertake the evaluation identified above to establish appropriate design criteria. 	Complete, revisit during bi-annual program audit as necessary	City Engineer
	<ul style="list-style-type: none"> Capacity Enhancement Measures: Establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP shall include an implementation schedule and shall identify sources of funding. 	Complete, revisit during bi-annual program audit as necessary	City Engineer
	<ul style="list-style-type: none"> Schedule: Develop a schedule of completion dates for all portions of the capital improvement program. 	Complete, Check Quarterly – Update as required	City Engineer
Element 9	Monitoring, Measurement, and Program Modifications		
	Develop and maintain relevant information that can be used to establish and prioritize appropriate SSMP activities.	Complete, Check Quarterly – Update as required	Public Works Manager
	Develop and monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP.	Bi-annually	Public Works Manager
	Assess the success of the preventative maintenance program.	Bi-annually	Public Works Manager
	Update program elements, as appropriate, based on monitoring or performance evaluations or revised regulatory requirements.	Bi-annually	Public Works Manager
	Identify and illustrate SSO trends, including frequency, location, and volume.	Annually	Public Works Manager
Element 10	Program Audits		
	Conduct periodic internal audits appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years, and a report must be prepared and kept on file.	Bi-annually	Public Works Manager



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Activities		On-Going Requirements	Responsible Person
Element 11	Communication Program		
	<p>Communicate on a regular basis with the public on the development, implementation, and performance of the SSMP. Maintain up-to-date public access to SSMP documents on the City website and at City offices. The communication system shall provide the public the opportunity to provide input as the program is developed and implemented. Also create a plan of communication with systems that are tributary and/or satellite to the City's sanitary sewer system.</p>	<p>Annual Assessments</p>	<p>Public Works Director</p>



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Organization
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ELEMENT 2 ORGANIZATION

A. Organization Requirements

The WDR/SSMP organization requirement specifies that each SSMP identify the following:

1. The name of the agency's responsible or authorized representative.
2. The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation.
3. The chain of communication for reporting SSOs, from receipt of a complaint or other information to the person responsible for reporting SSOs to the State and Regional Water Board and other agencies, if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services [OES]).

B. Agency's Responsible or Authorized Representative

Attachment 2A contains the names of the City of Merced's Legally Responsible Officials.

C. SSMP Responsibility Organization Chart

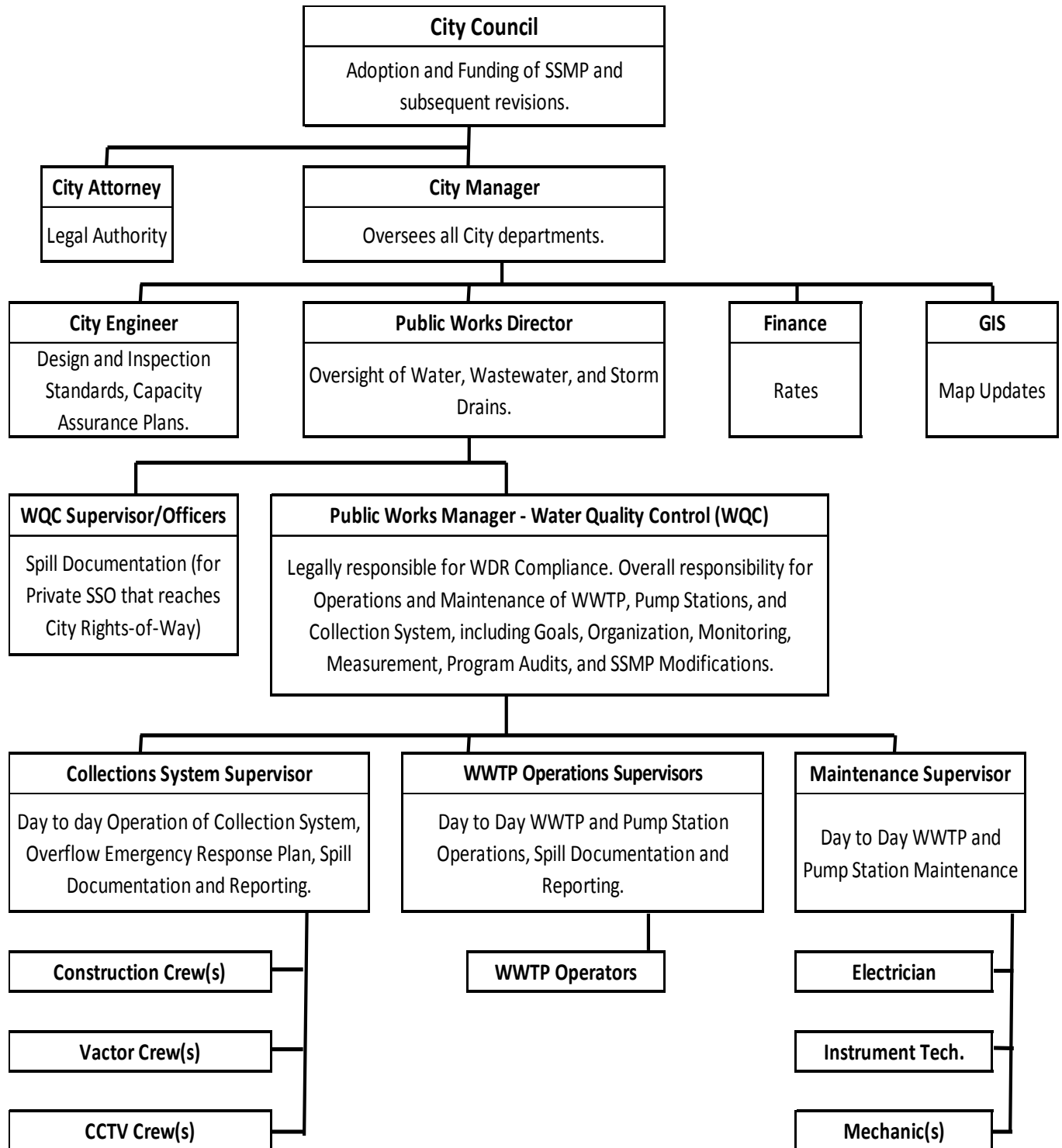
The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures of the SSMP are listed in Attachment 2B: Personnel Responsible for SSMP Elements.

The SSMP Responsibility Organization Chart for Merced is illustrated in Figure 2-1.

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Organization
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Figure 2-1 SSMP Responsibility Organization Chart



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Organization
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A.1 General Position Description - SSMP Responsibilities:

City Council – The City Council is the elected governing board of the City. Members are elected “at-large” through regular elections. The city, a municipal corporation, consists of all the territory within the boundaries thereof, and all territory outside the boundaries thereof over which it has jurisdiction or control by virtue of any constitutional or statutory provision. The City Council is responsible for approving budgets and setting policy, including adopting the SSMP.

City Manager – The City Manager has the responsibility of management of all City Departments and all hiring of personnel, and conducts the upper level management and business of the City.

City Attorney – The City Attorney receives policy direction from the City Council and acts as legal advisor and counsel to the City Council, City Manager, and City Departments, and represents the City in litigation against the City.

City Engineer – The City Engineer is responsible for the Design and Performance standards and for the Capacity Assurance Plan.

Public Works Director – Water Resources and Reclamation - The Public Works Director is responsible to plan, organize, direct, and review the activities and operations of the Public Works Department. This includes the Wastewater Treatment Plant and the Collection Systems. The Director organizes, monitors, and supervises assigned functions, including the sewer system within the Public Works department. The Director performs a variety of technical tasks relative to the wastewater/sewer operations.

Public Works Manager – Water Quality Control (WQC) – The Public Works Manager is responsible for the operation and maintenance of the wastewater treatment plant and the pump stations. The Public Works Manager is the *Legally Responsible Official (LRO)* for the SSMP, and investigates and reports SSOs. Other SSMP related duties also include:

- Management of collections system field operations and maintenance activities,
- Preparation and implementation of contingency plans, and leading emergency response and documentation,
- Overall responsibility for the Sanitary Sewer Overflow Emergency Response Plan (SSOERP), and training of field crews,
- Implementation of the SSMP FOG Control Program, Monitoring, Measurement, and Program Modifications, Periodic Audits, and the Communication Program,
- Providing relevant SSMP compliance information to upper City management.



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Collection System Supervisor – The Collection System Supervisor is responsible for the day-to-day operation of the wastewater collection system and ensures that maintenance reports are completed. Specific SSMP duties include responsibility for the day-to-day supervision of the maintenance crews for pipeline cleaning and closed-circuit television (CCTV) inspection. Along with the LRO, the Collection System Supervisor is also authorized to submit electronic data to the SWRCB reporting website.

Field Crews – The field crews perform preventive maintenance activities and mobilize and respond to notification of stoppages and SSOs (mobilize sewer cleaning equipment, by-pass pumping equipment, and portable generators), as well as record field data for SSO reports.

Water Quality Control (WQC) Supervisor – The WQC Supervisor is responsible for documenting private SSOs that reach a City right-of-way.

Wastewater Treatment Plant Operations Supervisor – Manages and coordinates the daily activities to ensure the wastewater treatment plant and the sewer lift stations are safely exercised and maintained to support continuous operation. Monitor weekly inspection sheets and coordinate with maintenance to repair or replace failed equipment. Respond as standby support during after-hours emergency callouts.

Wastewater Treatment Plant Maintenance Supervisor – The Wastewater Treatment Plant Maintenance Supervisor manages the day-to-day maintenance work at the wastewater treatment plant and offsite pump stations. The Supervisor is responsible for dispatching maintenance technicians when the monitoring system indicates that a problem has developed or when someone has reported to the City a potential problem at one of the pump stations. The supervisor serves as an administrator for a computerized maintenance program (CMMS) that generates preventive annual and bi-annual maintenance inspection work orders to maintain pump station readiness.

Wastewater Treatment Plant Operator – Conducts weekly inspections of sewer lift stations. These duties include exercising inlet/outlet valves, inspecting pump and motor performance, checking communications systems and verifying alarm set points, visually inspecting and cleaning wet well and level controls. Assist maintenance with troubleshooting and repairs. Respond as standby support during after-hours emergency callouts.

Plant Equipment Mechanics – The Plant Equipment Mechanics inspects and maintains the sewer lift stations, including routine preventive inspections and maintenance, troubleshooting, and repairs. The Mechanics will, as applicable, record data for preventive maintenance tasks on associated CMMS work orders and enter into the plant Lift Station log book all repairs and tasks performed at offsite sewer lift stations.



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Plant Electrician and Instrumentation Technicians – The Plant Electrical and Instrumentation technicians are responsible for maintenance, troubleshooting, and repairs of motors, motor controls, electrical components, and instruments at the pump stations. All technicians will, as applicable, record data for preventive maintenance tasks on associated CMMS work orders and enter into the plant Lift Station log book all repairs and tasks performed at offsite sewer lift stations.

Administrative Support Staff – The Administrative Support Staff answer and dispatch customer call as needed; generates and closes out utility service reports.

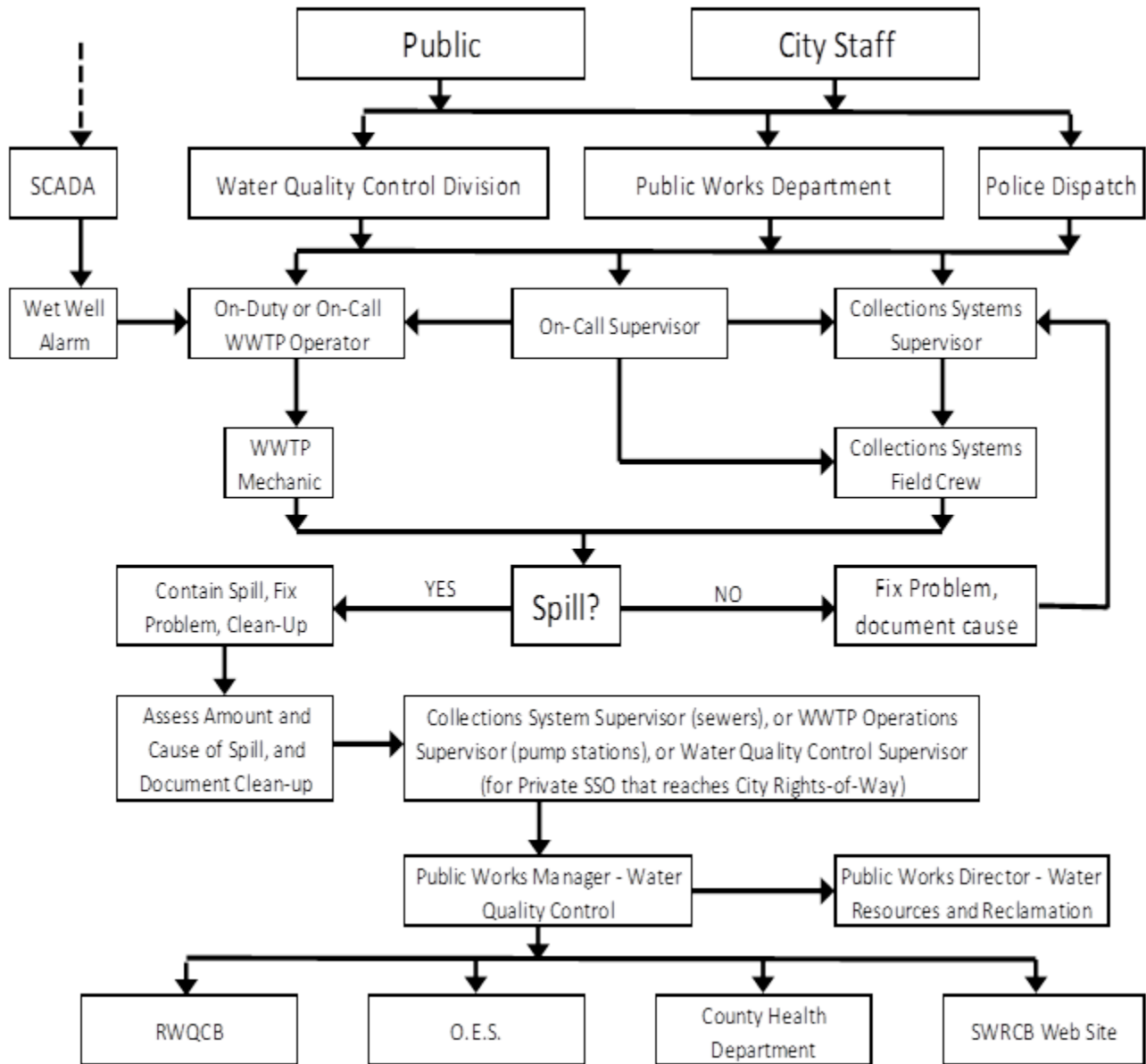
D. Chain of Communication for Reporting SSOs

Merced's chain of communication for reporting SSOs is illustrated in Figure 2-2. Attachment 2C contains the names of the City of Merced's Officials responsible for reporting SSOs.

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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Figure 2-2 Chain of Communication for Reporting SSOs



E. Attachments

Attachments include the following:

- Attachment 2A Authorized Representatives
- Attachment 2B Personnel Responsible for SSMP Elements
- Attachment 2C Contact List - Personnel Responsible for SSO Reporting



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Organization
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ATTACHMENTS

ATTACHMENT 2A AUTHORIZED REPRESENTATIVE

The Agency's Authorized Representative in all wastewater collection system matters is:

Mr. Bill Osmer
Public Works Manager -Water Quality Control
City of Merced
1776 Grogan Avenue
Merced, CA 95341

Bill Osmer is authorized to submit verbal, electronic, and written spill reports to the RWQCB, SWRCB, County Health Agency, and OES. Richard Chaparro and Keith Riedeman are also authorized to certify electronic spill reports submitted to the SWRCB.

In the event that Bill Osmer is on vacation, or is out of the office for an extended period, Mike Wegley, the Director of Public Works – Water Resources and Reclamation, is authorized to submit verbal, electronic, and written spill reports to the RWQCB, SWRCB, County Health Agency, and OES. Mike Wegley is also authorized to certify electronic spill reports submitted to the SWRCB.

ATTACHMENT 2B PERSONNEL RESPONSIBLE FOR SSMP ELEMENTS

The name and telephone numbers for key management, administrative, and maintenance positions for implementing specific measures in the SSMP program as shown on Figure 2-1 are as follow:

Position	Name	Telephone Number
City Council	Stan Thurston (Mayor) Josh Pedrozo (Mayor Pro Tempore) Councilmembers: <ul style="list-style-type: none">• Michael Belluomini• Kevin Blake• Tony Dossetti• Noah Lor• Mike Murphy	(209) 385-6834
City Manager	John M. Bramble	(209) 385-6834
City Attorney	Randolph Hom	(209) 385-6868
City Engineer	Ken Elwin	(209) 385-6846
Public Works Director –Water Resources and Reclamation	Ken Elwin - Interim	(209) 385-6846



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Position	Name	Telephone Number
Public Works Manager -Water Quality Control	Bill Osmer	(209) 385-6892
Public Works Supervisor - Collection System	Richard Chaparro	(209) 385-4715
Water Quality Control Supervisor	Lorraine Carrasquillo	(209) 385-6204
After Hours (Emergency)	Police Dispatch	(209) 385-6912

ATTACHMENT 2C CONTACT LIST - PERSONNEL RESPONSIBLE FOR SSO REPORTING

Name and telephone number of Merced's staff responsible for reporting SSOs to the SWQCB, RWQCB, and other applicable agencies included in Merced's SSO notification guide that corresponds to the SSO mitigation chain of communication Chart Figure 2-2 is as follows:

- Public Works Manager – Water Quality Control: Bill Osmer (209) 385-6892
- Public Works Supervisor –Collections System: Richard Chaparro (209) 385-4715
- Public Works Supervisor – WWTP: Keith Riedeman (209) 385-6215
- Public Works Director – Water Resources and Reclamation: Mike Wegley (209) 385-6803

The above individual(s) are responsible for reporting SSOs and notifying the following:

- OES - Obtain control number, complete field spill report form
Phone: (800) 852-7550
- Regional Water Quality Control Board
Aide Ortiz, Engineer
Phone: (559) 445-6083
Email: mascorggins@waterboards.ca.gov
- State Fish and Game
(916) 445-0045
- Merced County Division of Environmental Health
777 West 22nd Street
Merced, CA 95340

Switchboard: (209) 381-1100
Fax: (209) 384-1593
Email: eh36@co.merced.ca.us

Business hours: 7:30 a.m. to 5:00 p.m. Monday through Friday



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Emergency Contact: Mariposa Dispatch Office: (209) 966-3621
Ron Rowe, Director
Phone: (209) 381-1086

Keith Isozaki, Environmental Health Specialist
Phone: (209) 381-1091

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Legal Authority
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ELEMENT 3 LEGAL AUTHORITY

A. Legal Authority Requirements

The WDR/SSMP Legal Authority requirement specifies that each Enrollee must demonstrate through sanitary sewer system use ordinances, service agreements, or other legally binding procedures that it possesses the necessary legal authority to:

1. Prevent illicit discharges into its sanitary sewer system (examples may include inflow and infiltration (I/I) of stormwater and/or groundwater, chemical dumping, unauthorized debris, and cut roots, etc.);
2. Require that sewers and connections be properly designed and constructed;
3. Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;
4. Limit the discharge of Fats, Oils and Grease (FOG) and other debris that may cause blockages; and
5. Enforce any violation of its sewer ordinances.

Attachment 3A includes the Table of Contents (TOC) - Municipal Code Chapter 15 Public Service - Division 1 Sewer System. Complete Municipal Code Chapter (Title) 15, Division 1 is posted at City website: <https://library.municode.com/index.aspx?clientId=16096>

B. City of Merced Legal Authority

The City of Merced legal authority to own and operate a public sewer system is established in Title 15 – PUBLIC SERVICE, Division 1 - Sewer System, of the Merced, CA Municipal Code. The following Chapters are contained within Title 15, Division 1:

<u>Chapter</u>	<u>Title</u>
15.04	Definitions
15.08	Construction Requirements
15.12	Service Charges
15.16	Facilities Charges
15.20	Disposition of Revenues
15.24	Use Restrictions
15.28	Enforcement
15.29	Industrial Users
15.30	Discharges of Fats, Oils, and Grease from Food Service Establishments



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C. Prevent Illicit Discharges

Chapter 15.24.050 lists prohibitions on discharge to the City's sewer system. These prohibitions include:

- a) Explosive mixtures
- b) Noxious material
- c) Improperly shredded garbage
- d) Radioactive wastes
- e) Solid or viscous wastes which may cause an obstruction in the public sewer or otherwise interfere with the operation of the wastewater treatment plant
- f) Excessive discharge rate or rates that exceed 5 times the average daily flow or concentration for any period longer than 15 minutes
- g) Toxic substances
- h) Unpolluted waters, including water from cooling systems or stormwater, where there is a special provision that the City may allow such water if there is no reasonable alternative
- i) Discolored material
- j) Corrosive wastes
- k) Temperature (not greater than 150°F)
- l) Oil & grease (not greater than 300 mg/l of animal or vegetable origin nor greater than 100 mg/l of mineral or petroleum based origin)
- m) Cannery wastes (screening required)
- n) Pollutants that result in the presence of toxic vapors within the POTW that may affect worker health and safety.
- o) Any trucked or hauled pollutants (except at authorized discharge points)
- p) Petroleum oil, non-biodegradable cutting oil, or products of mineral origin in amounts that will cause interference or pass through.

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These prohibitions prevent illicit discharges into its sanitary sewer system, including I/I from satellite wastewater collection systems and laterals, stormwater, and unauthorized debris. These prohibitions also limit the discharge of FOG and other debris that may cause blockages. (WDR SSMP requirements iii (b))

The following sections also help to regulate what types of wastes can be discharged to the wastewater collection system and prohibit certain types of wastes.

Chapter 15.29.010 Wastewater Discharge Permits

All significant industrial users proposing to connect to or to discharge to the POTW shall obtain a wastewater discharge permit from the city before connecting to or discharging to the POTW. All existing significant industrial users connected to or discharging to the POTW shall obtain a wastewater discharge permit within ninety (90) days after the effective date of the ordinance codified in this chapter. (Ord. No. 2402, § 5, 12-17-2012)

Chapter 15.29.180 Pretreatment

Industrial users shall provide wastewater treatment as necessary to comply with this division and shall achieve compliance with all national pretreatment standards, pretreatment requirements and the requirements of this division. Any facilities required to pretreat wastewater to meet the requirements of this division shall be provided, operated, and maintained at the industrial user's expense. Detailed plans showing the pretreatment facilities and operating and maintenance procedures shall be submitted to the city for review, and must be acceptable to the city before construction of the facility. The review of such plans and operation and maintenance procedures will in no way relieve the industrial user from the responsibility of modifying the facility, as necessary, to produce a discharge acceptable to the city under the provisions of this division. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the city. (Ord. No. 2402, § 5, 12-17-2012)

D. Require Proper Design and Construction of Sewers and Connections

Chapter 15.08 details requirements for the permitting and construction of sewers and connections, including Standard Design and Construction Details S-1 through S-18.

All construction of public sewerage systems or appurtenances thereof shall conform to the design criteria, the standard plans and specifications, and the inspection and testing procedures in accordance with current city public design standards, and as approved by the City Engineer. Current system design criteria for sewer system capacity assessments require no surcharging in existing lines. The City Engineer may require more conservative capacity assessments for the design of new sewer system lines.



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Sewer System Standard details include requirements for vacuum testing and post construction CCTV inspection by City staff. Contractors are required to make access available for the City CCTV equipment before acceptance of new sewer lines.

Sewer System S1 – S18 Standard Design and Construction

S-1	Sewer Manhole Detail
S-2	Drop Manhole
S-2A	Inside Drop Manhole
S-3	Manhole Frame & Cover
S-3A	Large Size Manhole Frame & Cover
S-4	Standard Deleted
S-5	Typical Grease Interceptor
S-5A	Typical Sand & Oil Interceptor
S-5B	Sampling Manhole
S-5C	General Requirements for Grease, Sand & Oil Interceptors
S-5D	General Requirements for Grease, Sand & Oil Interceptors
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S-7	Sewer Lateral
S-8	Sanitary Sewer Data
S-9	Sewer System Testing
S-9A	Sewer Manhole Testing
S-10	Low Pressure Air Test Table
S-11	PVC Sanitary Sewer
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S-13	Standard Superseded
S-14	Sewer Lateral Abandonment
S-15	New Manhole / Existing Sewer
S-16	Industrial Waste Monitoring Station - Access Box Type
S-17	Industrial Waste Monitoring Station - Manhole Type
S-18	Portable Generator Connections for Sewer & Storm Drain Pump Stations

E. Sewer Access Authority

Chapter 15.28 establishes the right of entry for inspection (15.28.080) and the right to disconnect properties for violation of any provision of the Title (15.28.020). (Partial WDR SSMP requirements iii (c) and requirement iii (d))

Chapter 15.29.100 Inspection and Sampling provides the authority for access to industrial discharge facilities:

The city may inspect the facilities of any user to ascertain whether the provisions of this division are being met and all requirements are being complied with. The user shall allow the city or its agents ready access at all reasonable times to all parts of the premises for the



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purposes of inspection or sampling in the performance of any of their duties. The city shall have the right to set up on the user's property such devices as are necessary to conduct sampling or metering operations. Where the user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards so that upon presentation of suitable identification, personnel from the city will be permitted to enter without delay for the purposes of performing their specific responsibilities.

The city shall also have the right to inspect and copy any records kept by the user in connection with his wastewater discharge, materials removed therefrom, or materials that could be discharged but are otherwise disposed of. Production data, when required to determine compliance with discharge standards, shall also be subject to inspection and copying by the city. (Ord. No. 2402, § 5, 12-17-2012)

F. Fats, Oils and Grease (FOG) Control

Merced Municipal Code Title 15.24.050 covers general FOG control requirements:

- Requires the installation of oil and grease interceptors for dischargers of animal and vegetable origin grease in excess of 300 mg/l and dischargers of mineral and petroleum origin of 100 mg/l.
- Requires that all existing facilities that meet or exceed the 300 mg/l and 100 mg/l criteria and do not have existing interceptors shall install interceptors within 24 months.
- The Public Works Department is responsible for enforcing or causing the enforcement by other City departments all of the requirements in Chapter 15 Enforcement, including inspection of private facilities to ensure compliance with all the requirements in Merced's municipal code.

Chapter 15.30 regulates the discharge of FOG from Food Service Establishments (FSE), including design standards permits, inspection, and enforcement provisions.

G. Enforcement Authority

Chapter 15.28 establishes the right to disconnect properties for violation of any provision of the Title (15.28.020). (WDR SSMP requirement iii (d))

Chapter 15.28.140 provides for civil penalties for general dischargers:

Any person who intentionally or negligently violates any provision of this division, any provision of any permit issued pursuant to said divisions, or who intentionally or negligently discharges waste or wastewater which causes pollution, or who so violates any cease and desist order, prohibition, effluent limitation, national pretreatment or toxicity standard shall be civilly liable to the city in a sum not to exceed six thousand dollars for each day in which such



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violation occurs. The city may petition the superior court to impose, assess, and collect such sums pursuant to this division and Section 54740 of the California Government Code. (Ord. 1489 § 1 (part), 1983)

Chapter 15.29.300 series sections contain civil and administrative penalties and enforcement procedures for industrial dischargers.

Chapter 15.30 Article V contains procedures for enforcement for food service establishments (FSE) dischargers.

H. Inter-Agency Agreements and Satellite Systems

For satellite sewer systems, the City has entered into the following agreements to accept and treat wastewater:

Date	Agency	Description
3/1/52	Merced County	Merced County General Hospital
3/24/89	Merced County	Cone-Harrison Area
3/22/04	Merced County	Bellevue Road from "G" St to Lake Road
3/17/03	Regents of the University of California	UC Merced
5/7/07	Merced County Comm Action Board	Property located at 315 D Street

The 1952 agreement contained no restrictions on the wastes discharged to the sewer system. The 1989 agreement also did not contain restrictions on the wastes discharged to the system. The 2003 agreement made specific reference to the City's Code sections 15.24, 15.28, and 15.29 as currently existing and as may be amended. The right to terminate service to the University was also expressly provided in the event of the discharge of prohibited wastes (Section 7 (b)). The 2007 agreement was made subject to all "...licenses, restrictions, and conditions, which may affect the property."

On January 3, 1978, the City enacted Resolution 78-3 which required all new extensions of City sewer or water service beyond the corporate limits of the City to be granted contingent upon annexation, with the exception of emergency situations that jeopardize public health and safety.

The City of Merced Inter-Agency Agreements are currently located at the offices of the Public Works Director – Water Resources and Reclamation and the Collections Supervisor. Please refer to Element 2 – Organization for office contact information.



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I. Attachments

Attachment includes the following:

Attachment 3A Legal Authority Documents

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ATTACHMENTS

ATTACHMENT 3A LEGAL AUTHORITY DOCUMENTS

Complete Municipal Code Chapter (Title) 15, Division 1 is posted at City website:
<https://library.municode.com/index.aspx?clientId=16096>

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ELEMENT 4 OPERATION AND MAINTENANCE PROGRAM

A. Operation and Maintenance Program Requirements

The WDR/SSMP Operation and Maintenance Program requirement specifies that each SSMP must include those elements listed below that are appropriate and applicable to the Enrollee's system:

1. Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities (i.e. drop inlets and outfalls to surface waters which may convey an SSO or connections to the sanitary sewer system);
2. Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders;
3. Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies, and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and television inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management, protection, and long-term replacement of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans, plus a schedule for developing the funds needed for the capital improvement plan;
4. Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and
5. Provide equipment and replacement part inventories, including identification of critical replacement parts.

B. Merced Collection System Maps

The City has up-to-date maps of the wastewater collection system available to all collections system personnel. Maps can be generated from the GIS mapping system and there is an AutoCAD map showing the wastewater collection system. A copy of the GIS mapping for the sewer system is included in Attachment 4A: Collection System Map. The GIS based map is



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currently being updated. The AutoCAD map is updated periodically to show new subdivisions that have been added to the sewer system after the subdivision utilities have been completed and accepted by the City.

The Engineering Department updates the AutoCAD map to correct discrepancies found in the field for map corrections. Memoranda or email is used to follow up on these locations.

C. Merced Preventive Operations & Maintenance Program

A.1 Overview

The equipment and personnel listed in this section of the SSMP are current through November 2014 and subject to change over time.

The City of Merced owns and operates a wastewater collection system with about 253 miles of pipelines and 20 pumping stations. While there are 20 pumping stations that the City operates and maintains, one of these is currently out of service and it is not clear if this station will be put back into service or not. Two (2) of the pumping stations have fixed backup power generators installed at the stations.

As described under "Legal Authority", the City contractually accepts wastewater from the following facilities or areas:

Agency	Description
Merced County	Merced County General Hospital
Merced County	Cone-Harrison Area
Merced County	Bellevue Road from "G" St to Lake Road
Regents of the University of California	UC Merced
Merced County Comm Action Board	Property located at 315 D Street

While some of these may be technically considered satellite sewer systems, the Cone-Harrison area is maintained by the City and three others are discrete properties with limited on-site sewer. The UC Merced campus is functionally the only stand-alone satellite sewer system.

The operation and maintenance of the wastewater collection system is shared between the Collection Systems, Storm Drains, and the Wastewater Treatment Plant Division under the Public Works Director. The Collection Systems Supervisor is responsible for the operation and maintenance of the wastewater collection system pipelines. The Wastewater Treatment Plant Supervisors are responsible for the operation and maintenance of the 20 pumping stations. While the personnel from all divisions assist each other as needed, the Collection Systems Division is the normal first responder to any pipeline sanitary sewer overflows (SSOs) and the Wastewater Treatment Plant Division personnel are the first responders to any pumping



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stations SSO. They then report to their respective supervisors who are responsible for documenting and reporting the SSO. If the SSO results from a private spill that reaches a City right-of-way, the Collection Systems and Storm Drains Division staff are responsible for contacting the Water Quality Control Supervisor so the Supervisor can dispatch an officer to document the spill and response work, and let the Public Works Manager know what occurred so that the Public Works Manager can report the SSO to the appropriate agencies.

The Collection Systems Division is managed by the Collections System Supervisor. The Collections Systems Supervisor manages the day-to-day operations of the wastewater collection system. There is one Collection System Worker III (who is also the Maintenance Electrician), four Collection System Worker IIs, seven Collection System Worker Is, and one Maintenance Worker II.

The Public Works Manager – Water Quality Control is in charge of the Wastewater Treatment Plant Division. Under the Public Works Manager are the WWTP Operations and Maintenance Supervisors. Under the WWTP Operations Supervisors, there are nine operators that operate the WWTP and sewer lift stations. Two days per week, two operators inspect and exercise the sewer lift stations to ensure continuous operation. These stations also include 24 hour alarm communication for standby support as well as remote monitoring capabilities. The Maintenance Supervisor is responsible for having specialized mechanical or electrical work completed. Thus, his staff includes three WWTP Mechanics, a Maintenance Electrician, and an Instrument Technician. Any specialized mechanical or electrical work needed at one of the pumping stations would be assigned to one of these individuals.

The Water Quality Control Supervisor and Officers are responsible for collecting samples and for NPDES compliance reporting. As mentioned earlier, the Water Quality Control Supervisor is notified whenever there is a private SSO that reaches a City right-of-way.

The City owns and maintains trucks and other equipment used for a variety of City functions. Included in the vehicles and equipment are pickup trucks assigned to the Collection Systems Division and the Wastewater Treatment Plant Division. The Public Works Operations Department also has access to a variety of construction equipment, such as backhoes, dump trucks, concrete saws, etc., when pipe must be excavated and replaced. An equipment list is included under a separate tab behind this section.

To maintain the sewer system, the Collection Systems and Storm Drains Division has the following rolling equipment assigned to it:

- One (1) high velocity jet cleaner truck
- Two (2) combination high velocity cleaner / vacuum trucks
- One (1) closed circuit television inspection van
- One (1) winch truck
- Three (3) portable pumps
- Two (2) emergency generators available to assist with emergency operations
- One (1) high velocity easement machine



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A.2 Pipeline Maintenance

The pipeline size distribution of the wastewater collection system is shown in Table 4-1 below.

Table 4-1 Size Distribution of Merced's Sewer System

Size	Gravity Sewer (miles)	Percent	Cumulative
< 4 inch	0	0.0%	0.0%
4 inch	0.45	0.0%	0.0%
6 inch	52	23%	22.2%
8 inch	99	44%	66.6%
10 – 18 inch	45	21%	88.4%
21 – 36 inch	20	8.9%	95.9%
> 36 inch	8	4.1%	100.0%
Total	224¹	100.0%	

This table shows that like most other sewer agencies, most of the sewer system is small diameter pipe, which is 8-inches in diameter or less. Approximately 90 percent of the system is small or moderate sized (18-inch or smaller). Only a small percentage is large diameter sewer.

The City uses a preventive maintenance (PM) approach to operating and maintaining the wastewater collection system. The PM program consists of:

- Inspecting and maintaining the pumping stations once per week
- Cleaning the 39 pipeline segments where grease related stoppages have occurred one or more times on a cycle of approximately once every 3 weeks. A copy of the "Sewer Problem Areas" list is attached in Attachment 4B: Sewer Enhanced Areas
- Cleaning the entire pipeline system on a cycle of about once every 2 years
- Investigating the causes of grease stoppages using the City's closed circuit television inspection equipment
- CCTV inspection and evaluation of 35 miles of pipe per year (the entire system every 10 years or less)

¹ The exact length of the entire system is not known. The figure presented compares favorably with Finance Department estimate putting the length of the system between 300 and 460 miles long.

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The City maintains the sewer pipelines and the pumping stations. The City does NOT own or maintain the service lateral piping which conveys the wastewater from the house or structure to the connection to the sewer main. The property owner is responsible for any problems in the service lateral and the connection to the sewer main.

The City has established a goal of cleaning the entire collection system once every two years. For the normal sewer cleaning operations, a two person crew is assigned, unless the pipelines to be cleaned are located in heavy traffic zones, in which case a three person crew is used. To facilitate the cleaning operation, the collection system has been subdivided into 19 cleaning or "flushing" areas. These areas are shown on the "Flushing Maintenance Map" included in Attachment 4C.

Sewer cleaning or flushing is normally performed using the high velocity jet cleaner truck. Sewer cleaning is accomplished using a machine that pressurizes water contained on the truck. The water is conveyed into the sewer pipeline through a high pressure hose where the water is released at high pressure through one of several nozzles that can be attached to the end of the hose. The nozzles direct the high pressure water to be released into the sewer in a conical pattern behind the nozzle, creating a high pressure cone of water that is reeled back through the pipeline using a winch on the truck. This sprays the interior of the pipeline with the high pressure water and will clean off collected sediment and scum from the pipeline walls. This operation is also called "hydro-flushing". Depending upon the pressure used, the high pressure spray can also cut off some small roots that may have intruded into the pipeline.

Hydro-flushing is performed starting at the upstream manhole and pulling the hose and nozzle downstream so that the water and debris can wash out of the pipeline being cleaned. Where a lot of debris is anticipated, based on previous sewer cleaning work, the combination high velocity cleaner / vacuum truck is used. For these locations, the vacuum tubing included with the combination truck is placed in the downstream manhole to remove debris and roots as they are being removed.

Where root removal is needed, the City uses RootX and the warthog rotating cleaning nozzle.

Standard operating procedures have been developed by the City for hydro-flushing. Standard operating procedures used by the City for maintaining the gravity sewer pipelines are included in Attachment 4D: Gravity Sewer Pipeline Maintenance Standard Operating Procedures.

If the water is pressurized too high in the pipeline, particularly in shallow flat sewers serving homes and businesses, the water pressure can cause water to back up in a building service lateral pipeline under pressure. If too much pressure is used, the backed up water can also pressurize the building service lateral pipeline causing water in the traps of toilets and sinks to flow back into the fixtures until the pressurized air is released through the fixture. If this occurs through a toilet, as it often does because the toilets are usually located at a relatively low elevation in a structure, this is called "burping" a toilet. This will occur when too much pressure is used cleaning the sewer pipeline and when the structure's sewer vent does not operate correctly allowing the pressure in the building service lateral pipeline to escape to the atmosphere.



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The normal operating pressure when using the hydro-flusher is 1,000 psi. Due to concerns about burping toilets, the pressure in certain pipelines is kept below 500 to 800 pounds per square inch (psi).

The City also owns and operates a van equipped with closed circuit television inspection (TVI) equipment, including a self-propelled TVI camera with a reel of cable connecting the camera to the van while the camera is inside a pipeline during an inspection. The van is also equipped with a viewing and recording station with a computer, monitor, and video recording equipment. The City uses this equipment to inspect new pipelines and investigate trouble spots identified through customer request and routine maintenance.

Properly installed and maintained sewer pipes are expected to have a useful life of 50 to 100 years. It is important to track the age of sewer pipes as problems are reported in a given area as an increase in structural problems, correlated with age greater than about 50 years, may be an indication that the pipes in that area are approaching the end of their useful life and plans for replacement and/or rehabilitation are prudent. The age of the system will be tracked as illustrated in Table 4-2 below.

Table 4-2 Age Distribution of Merced's Sewer System

Construction Year	Age	Length (mi)	%	Cum %
1920-29	> 80 yr			
1930-39	> 70 yr			
1940-49	> 60 yr			
1950-59	> 50 yr			
1960-69	> 40 yr			
1970-79	> 30 yr			
1980-89	> 20 yr			
1990-99	> 10 yr			
2000-09	< 10 yr			
Totals	-----			

This table will be compiled and regularly updated as data is tabulated. The intent is to ensure that as the sewer pipes age, they will be more closely monitored for deterioration in conjunction with the CMMS preventative maintenance program. This information will also be used for long term CIP planning as more sections of sewer pipes reach the end of their useful life.

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A.3 Pumping Station Maintenance

The City operates and maintains 20 wastewater pumping stations, also called lift stations. Some pumping stations are called lift stations since the pumps “lift” and discharge the water into a nearby gravity pipeline at a higher elevation only a short distance away from the pumping station.

Summary information on the pump stations is shown in Table 4-3 below. All of the pump stations are equipped with constant speed pumps. The majority of these pumping stations are called wet pit / dry pit type pumping stations. Wet pit / dry pit type pumping stations have a separate wet well from the “dry pit” where the pumps, motors, and electrical controls are located. Connecting pipes allow the pumps to pump the wastewater from the wet pit through gate valves into the pumps and then discharge the wastewater to the discharge piping through a set of check and gate valves. The check valve protects the pump from back pressure on the discharge line when the pump is not running. Two gate valves are installed to allow the pump to be removed from service for maintenance or replacement.

Table 4-3 Pumping (Lift) Station Data

CITY OF MERCED LIFT STATION SSMP DATA								
STATION	NAME	PUMP CAPACITY	TYPE	WET WELL HOLDING TIME AT ADWF (min)	INSPECTION FREQUENCY	SCADA or TELEMETRY	BACK-UP POWER	FLOW METER
2	E STREET	200	SUBMERSIBLE	Unknown	WEEKLY	YES	YES	NO
3	GROGAN	600	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
6	NEW AIRPORT	600	WET WELL/DRY PIT	Unknown	WEEKLY	NO	YES	NO
7	COOPER	300	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
8	KIBBY & HWY 140	100	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
9	COLUMBIA	200	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
10	VALLEY FORGE	200	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
11	CHILDS	561	WET WELL/DRY PIT	Unknown	WEEKLY	NO	YES	NO
12a	UNILEVER INDSTRL	N/A	OUT OF SERVICE	Unknown	N/A	N/A	N/A	N/A
12b	UNILEVER DOMSTC	200	SUBMERSIBLE	Unknown	WEEKLY	NO	NO	NO
13	R ST	225	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
14	SYDNEY & HWY 140	130	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
15	ALEXANDER AVE	200	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
16	SAN FRANCISCO	200	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
17	HWY 59	2200	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
18	MERCED	170	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
19	ALFARATA	100	WET WELL/DRY PIT	Unknown	WEEKLY	NO	YES	NO
20	BELLEVUE RANCH	1100	SUBMERSIBLE	Unknown	WEEKLY	YES	YES	NO
21	MORAGA	490	WET WELL/DRY PIT	Unknown	WEEKLY	YES	YES	NO
22	MEADOWS	200	SUBMERSIBLE	Unknown	WEEKLY	YES	YES	NO
23	MISSION AVE	200	SUBMERSIBLE	Unknown	WEEKLY	NO	YES	NO

Most of the wet pit / dry pit pumping stations have been supplied by either Smith & Loveless or USEMCO. These “packaged” stations are manufactured using steel shells with preset dimensions set by the manufacturer. This standardization helps by allowing some parts to be interchanged between pumping stations. It also allows for standardization of the operation and maintenance procedures.



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Some newer pumping stations have been constructed using submersible pumps. In this type of pumping station, the pump is lowered into the wastewater in the wet well on a rail system where the discharge piping connects as the pump is lowered into its desired placement. The pump and connected motor are both specially designed so that they can operate successfully while being fully submerged in the wastewater.

As mentioned earlier, the City's Preventive Maintenance (PM) program includes inspecting and maintaining the pumping stations once per week. The maintenance schedule for the pumping (lift) stations is included in Attachment 4E: Pump Station Maintenance Schedule. During the weekly inspections, the wet well is examined for excessive scum buildup and the water depth probe used to control the pumps is cleaned to remove accumulated scum. The valves are exercised, and the seal water system and raw sewage pumps are checked to be sure that they are operating and primed. The dry well sump pumps are also checked to be sure that they are primed. The phone service that transmits the alarms to the WWTP is tested weekly to ensure the phone line is operational. The alarms are tested once a month.

During these checks, the check list, included in Attachment 4F: Pump Station Duties Checklist, is completed to ensure that all of the required checks and duties have been performed, including assuring that the pumping station and the grounds have been cleaned. At the end of each work day, an entry is made into the City's Lift Station Log Book summarizing which stations were checked that day, an overview of work accomplished, and notes about problems found and corrective steps taken. The Log Book is kept at the Wastewater Treatment Plant by the WWTP Operations Supervisor.

Standard Operating Procedures (SOPs) are currently being developed for the City's pumping (lift) stations. One of the SOPs covers general call out procedures, tools needed, safety, information of the types of alarms that may require an operator to be called to the pumping station, general procedures to follow depending on the type of alarm, and checks that should be made before leaving the station during a call out.

Individual SOPs are also currently being developed for each of the City's pumping (lift) stations. These SOPs list specific tasks that are to be performed. Using digital photos, these SOPs show how to open the hatches and special features of the pump station that need to be checked. A copy of the Table of Contents of the Lift Station Call Out SOP reference manual(s) is included in Attachment 4G: Lift Station Call Out Standard Operating Procedures (SOPs). These manuals are kept at the Wastewater Treatment Plant, and can be viewed upon request.

A.4 Customer Service

The City responds to all customer complaints or requests for information and enters information on an electronic work request entry form. A (screenshot) copy of the form is located in Attachment 4H: Customer Work Request Entry Form.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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A.5 Scheduling and Management Information System

Work is scheduled daily based on current needs and tracked by the CMMS. The City uses a standard 40 hour work week. The lift stations are maintained on Mondays and Fridays. The lift stations are monitored 24 hours a day via a redundant system: ProTech Electronics Security System and a multi-smart system. If something goes wrong, an alarm is sent by both ProTech and multi-smart to the operator and/or mechanics who are on standby. Lift station data, including total hours of operation for each pump, flow, and power trends, is electronically monitored by the multi-smart system, and current and historic information is accessible on the SCADA system.

A.6 Operating Budget

The Wastewater/Sewer Division annual operations budget (FY 2014/15) is \$13.4M. The budget is available to the public online at http://www.cityofmerced.org/depts/city_budget/default.asp

A.7 Merced Rehabilitation and Replacement Plan

Funds are budgeted in the City's 5-year Capital Improvement Program (CIP) for the City's rehabilitation and replacement (R&R) plan based on specific project needs. The current annual capital expenditure budget for specific sanitary sewer systems components is approximately \$2.0 million. General rehabilitation and replacement funds are also currently budgeted at approximately \$1.3 million to provide for unknown upcoming needs. The City also budgets for unknown needs in the annual operating budget by budgeting for sewer pipe materials and other general supplies used during the course of a year by the City's crews.

A.8 Merced Training Program

Under the City's "Wastewater/Sewer Maintenance Standard Operating Procedures", the stated policy for training is as follows:

- All personnel performing sewer maintenance functions for the City of Merced will be trained and qualified.
- The City will provide training on a regular basis to employees involved in routine maintenance, emergency response, and the proper use of equipment.
- Experienced in-house staff, or a recognized training provider, may give training.
- All training given to City Personnel shall be documented by a qualified trainer and a copy of the documentation sent to the Public Works Manager, who shall maintain training records on file for Program Audits.



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The City provides the following training for the wastewater department staff:

- Safety – On the job training (OJT) and weekly safety meetings
- Routine line maintenance – OJT
- Confined space entry – formal confined space entry program.
- Traffic control – formal training and OJT
- Record keeping – OJT
- Electrical and instrumentation – offsite specialty training
- Pipe repair – OJT
- Public relations - OJT
- SSO/emergency response – OJT, formal training from professional associations (i.e. CWEA).
- Pump station operations and maintenance – OJT & formal training for mechanical equipment & electrical systems
- CCTV and trench/shoring – OJT & formal

The 2014-2015 operating budget contained \$21,135 for sewer and WWTP training expenses. Staff is sent to training programs with formal curriculums for the following: SSO/emergency response, confined space safety, lockout/tag out, and trench/shoring training. These elements require testing and certification of successful completion. Training records are maintained by the Public Works Supervisor.

D. Merced Equipment and Critical Replacement Parts

The City maintains contingency equipment and replacement parts for the wastewater system. The equipment and spare parts are stored at the City's Corporation Yard. This inventory includes:

- Three (3) portable pumps
- Two portable emergency generators
- An assortment of various sized SDR 35 pipe ranging in size from 4-inches to 12-inches in diameter
- Spare manhole frames and covers



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While the City does not maintain a supply of pumps, motors, and electrical components for the lift stations, there are motor shops in Merced who can provide this equipment. All of the lift stations have hard wired alarms that are relayed to the WWTP. Fifteen (15) of the lift stations have SCADA monitoring that is also relayed to the WWTP. The portable pumps have been supplied with flexible discharge hoses to allow flexibility in operations. The City is also developing a plan designating specific manholes where the pumps can be situated in an emergency to pump around the pump stations. The plan is also identifying specific manholes to which the water pumped by the portable pumps will be discharged. This plan will identify specific needs for length and size of needed discharge hoses.

The City can also readily repair any pipeline collapse that may occur for any pipe size up to 12-inches in diameter, which covers 95% of the sewer system. In addition to spare parts on hand, there are three shops in Modesto (Center State Pipe & Supply Co, Fergusons, and Hach Systems) where replacement piping and equipment can be obtained 24 hours per day and 7 days per week.

E. Attachments

Attachments include the following:

Attachment 4A:	Collection System Map
Attachment 4B:	Sewer Enhanced Areas
Attachment 4C:	Flushing Maintenance Map
Attachment 4D:	Gravity Sewer Pipeline Maintenance Standard Operating Procedures
Attachment 4E:	Pump Station Maintenance Schedule
Attachment 4F:	Pump Station Duties Checklist
Attachment 4G:	Lift Station Call Out Standard Operating Procedures (SOPs)
Attachment 4H:	Customer Work Request Entry Form

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

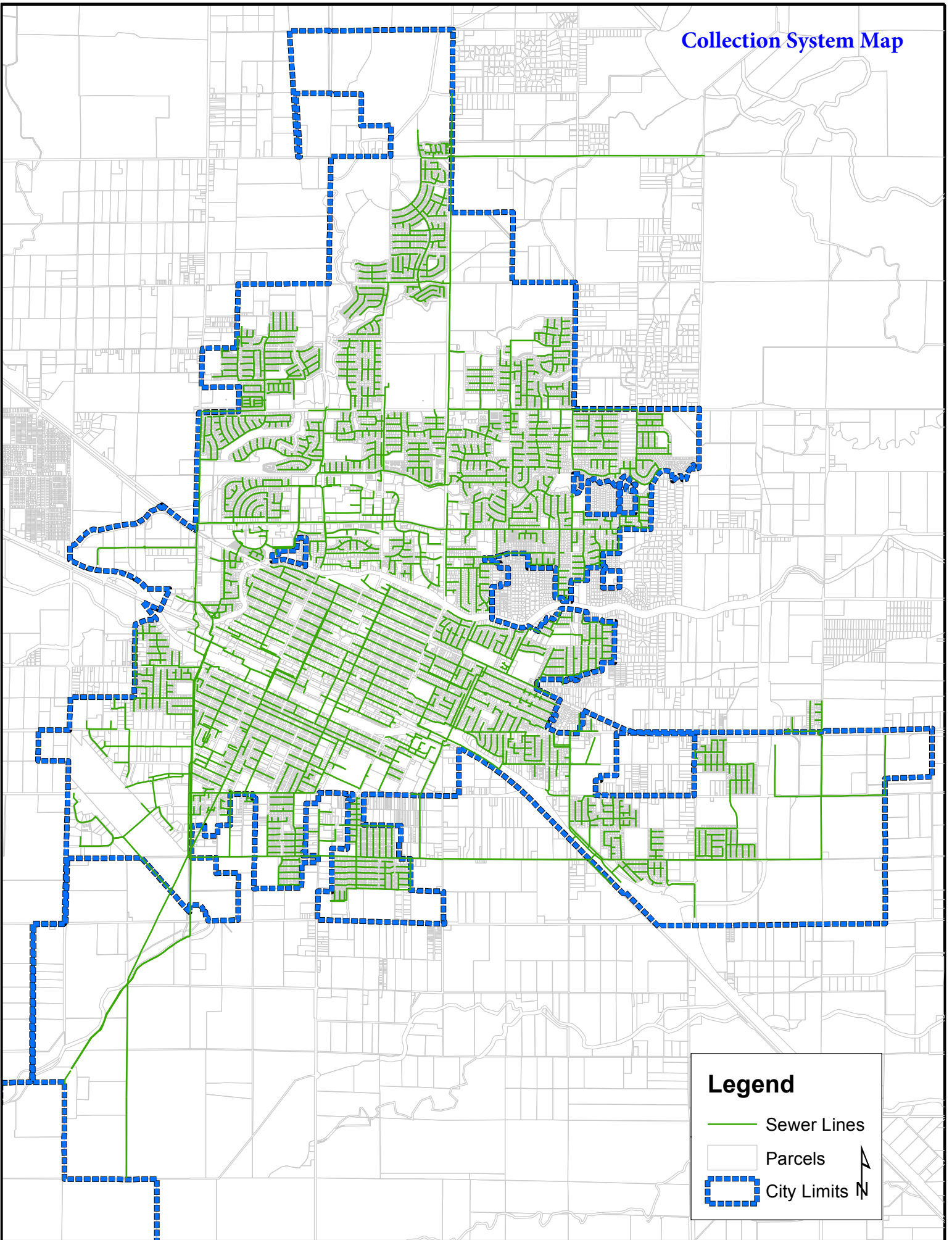
Operation and Maintenance Program
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ATTACHMENTS




ATTACHMENT 4A COLLECTION SYSTEM MAP

See next page.

Collection System Map



Legend

-  Sewer Lines
-  Parcels
-  City Limits



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ATTACHMENT 4B SEWER ENHANCED AREAS

Sewer Enhanced Areas (2)

Sewer Enhanced Areas/Restaurant Run						
Name:						
Must Use Warthog Every Cycle	Date	Feet	Initial	Equip#	T.V. Date	
40	Canal & Seville MH 17M037 Flush West					
1	Childs between Canal & M MH 13M081 Flush North					
2	Childs between M & N MH 14M037 Flush North					
3	6th between M & N MH 14M013 Flush South					
4	Childs & "P" MH 14M038 Flush North					
6	"U" between 12th & 11th MH 15M041 Flush East					
7	"U" between George & 4th MH 15M057 Flush West in Easement Line					
11	M between 12th & 13th MH 13M063 Flush South & East					
12	Canal between 12th & 13th MH 13M009 Flush East					
13	"K" between 12th & 13th MH 13M011 Flush East					
14	"C" between 13 & 15th MH 12M141 Flush North					
15	MLK between 15th & 14th MH 13M002 Flush East & North					
16	MLK between 16th & 17th MH 9M062 Flush North, East & West					
17	MLK between Main & 18th MH 9M018 Flush East					
18	MLK between 18th & 19th MH 9M077 Flush North					
19	Canal between 15th & 16th MH 13M043 Flush North					
20	Canal between 19th & 20th MH 9M071 Flush (2) Mains North					
21	"P" between 14th & 15th MH 14M045 Flush North					
44	R between 15th & 16th 14M004 Flush East 280' MAX.					
22	P between 16th & Main 10M104 Flush West					
23	"T" between 18th & 19th MH 10M030 Flush West					
24	"V" between 16th & Main MH 10M070 Flush South & West					
25	22nd & 20th and "O" & "P" MH 10M041 & 10M019 Flush East to Jail					
46	P between 23rd & RR Tracks MH 10M084 Flush North					
26	M & Fairfield MH 5M120 Flush East (450') & West					
47	Merced Mall					



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Sewer Enhanced Areas/Restaurant Run						
Name:						
Must Use Warthog Every Cycle	Date	Feet	Initial	Equip#	T.V. Date	
42	San Mateo Ct Easement MH 5M111 Flush East					
43	R between Buena Vista & Fahrens Bikepath 5M106 Flush South continue East 500' Total					
27	Olive & G MH 2M243 Flush North					
28	Alexander West of "G" MH 6M283 Flush East					
29	"G" between Main & 18th MH 9M063 Flush East					
32	Olive & Parsons MH 2M330 Flush North					
33	Sonora easement line MH 2M253 Flush North, turn West					
48	Parsons @ Rancho San Miguel 11M306 Flush West					
37	Parsons & Merced MH 11M299 Flush East, West, North & South					
38	Parsons & Childs MH 11M173 Flush West & North					
39	Easy & Hwy. 140 MH 11M241 Flush East 320' MAX. & West					
49	Gerard Ave. & S. Hwy. 59 Flush West continue North - Total 150'					
50	Childs Ave. & R St. MH 14M005 Flush East 500' & EN 500'					

Revised 2-21-2014



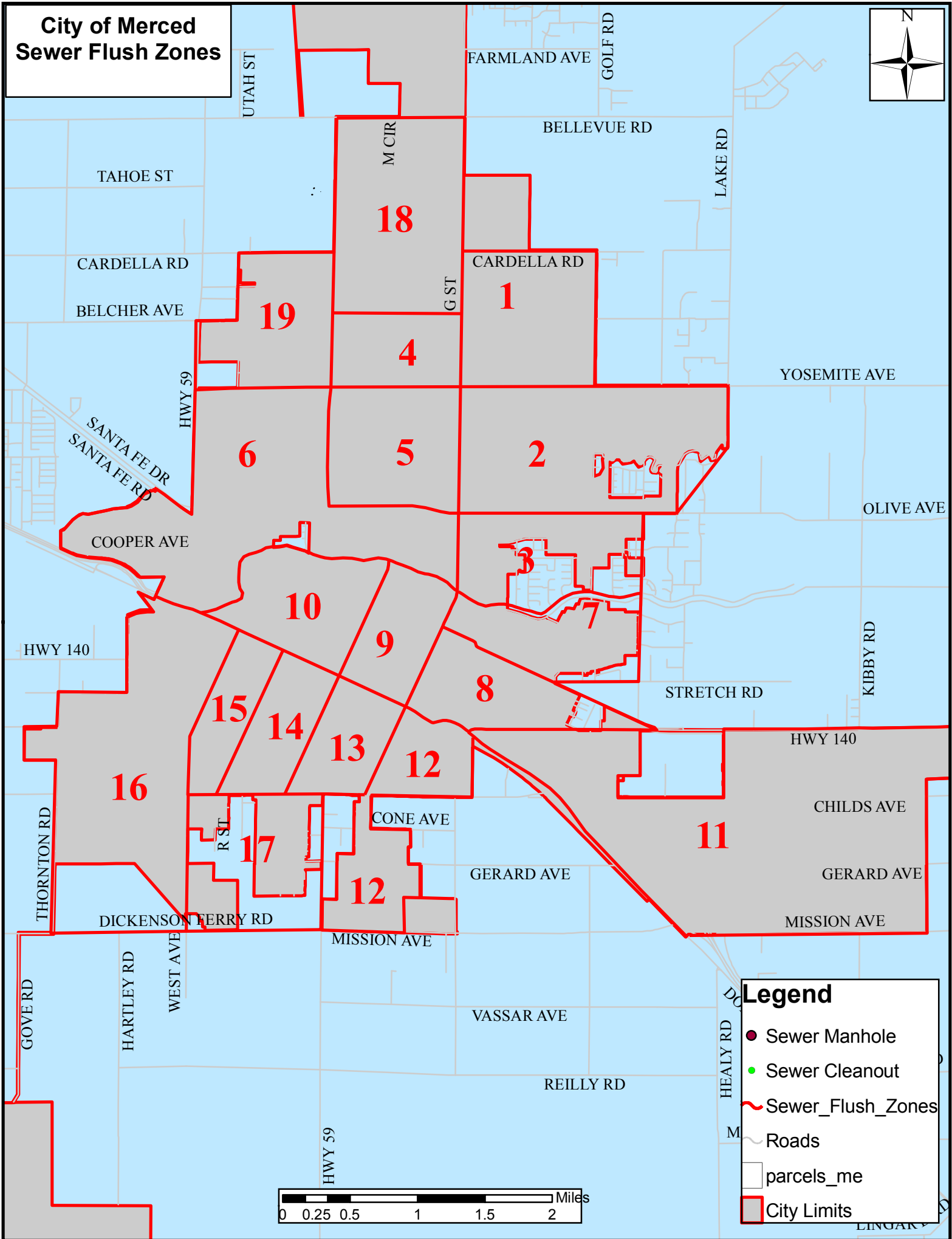
CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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ATTACHMENT 4C FLUSHING MAINTENANCE MAP

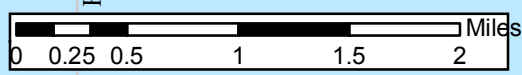
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City of Merced Sewer Flush Zones

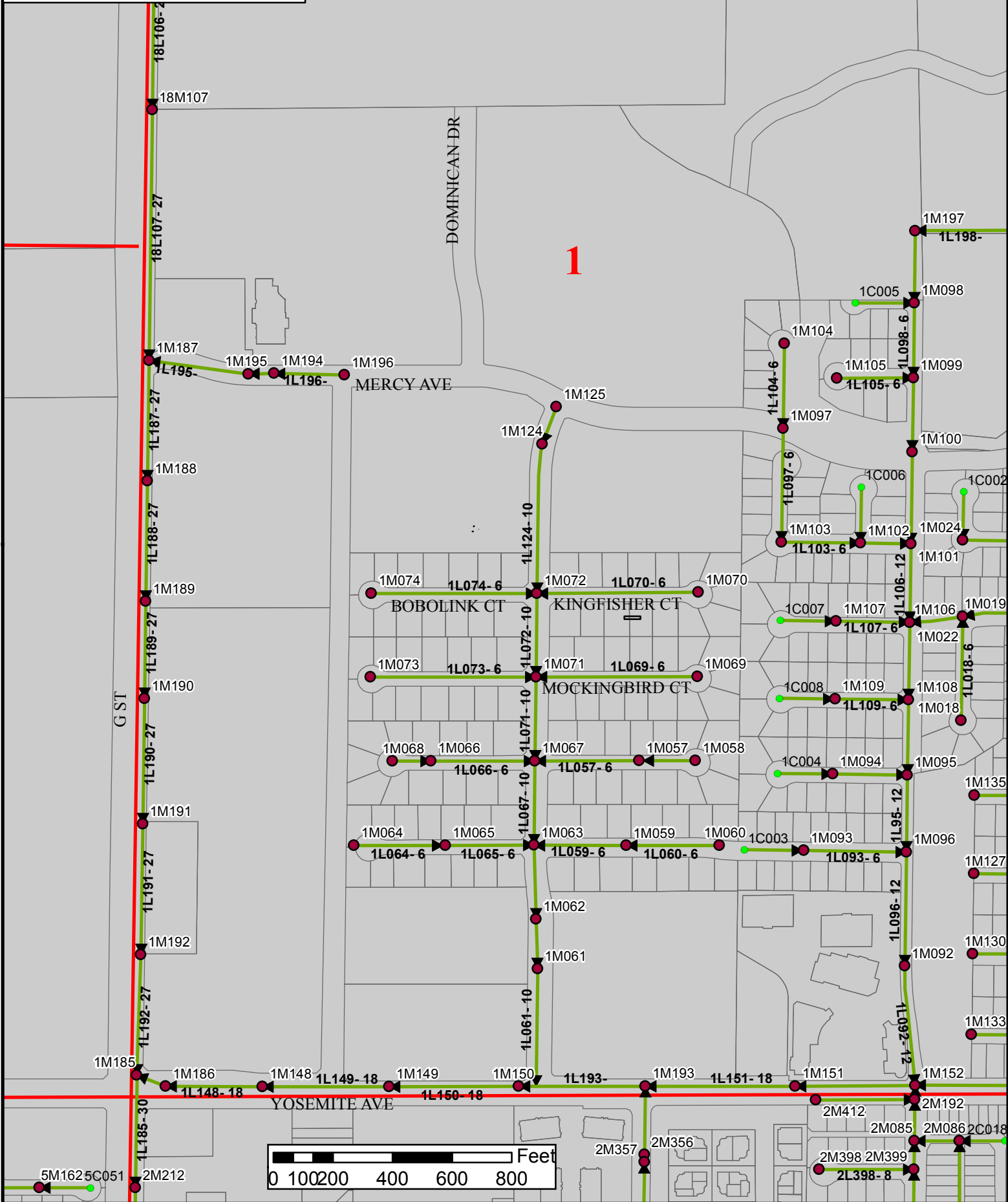


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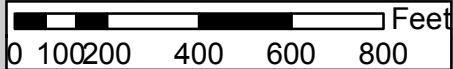
- Sewer Manhole
- Sewer Cleanout
- ~ Sewer_Flush_Zones
- Roads
- parcels_me
- City Limits



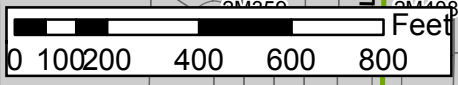
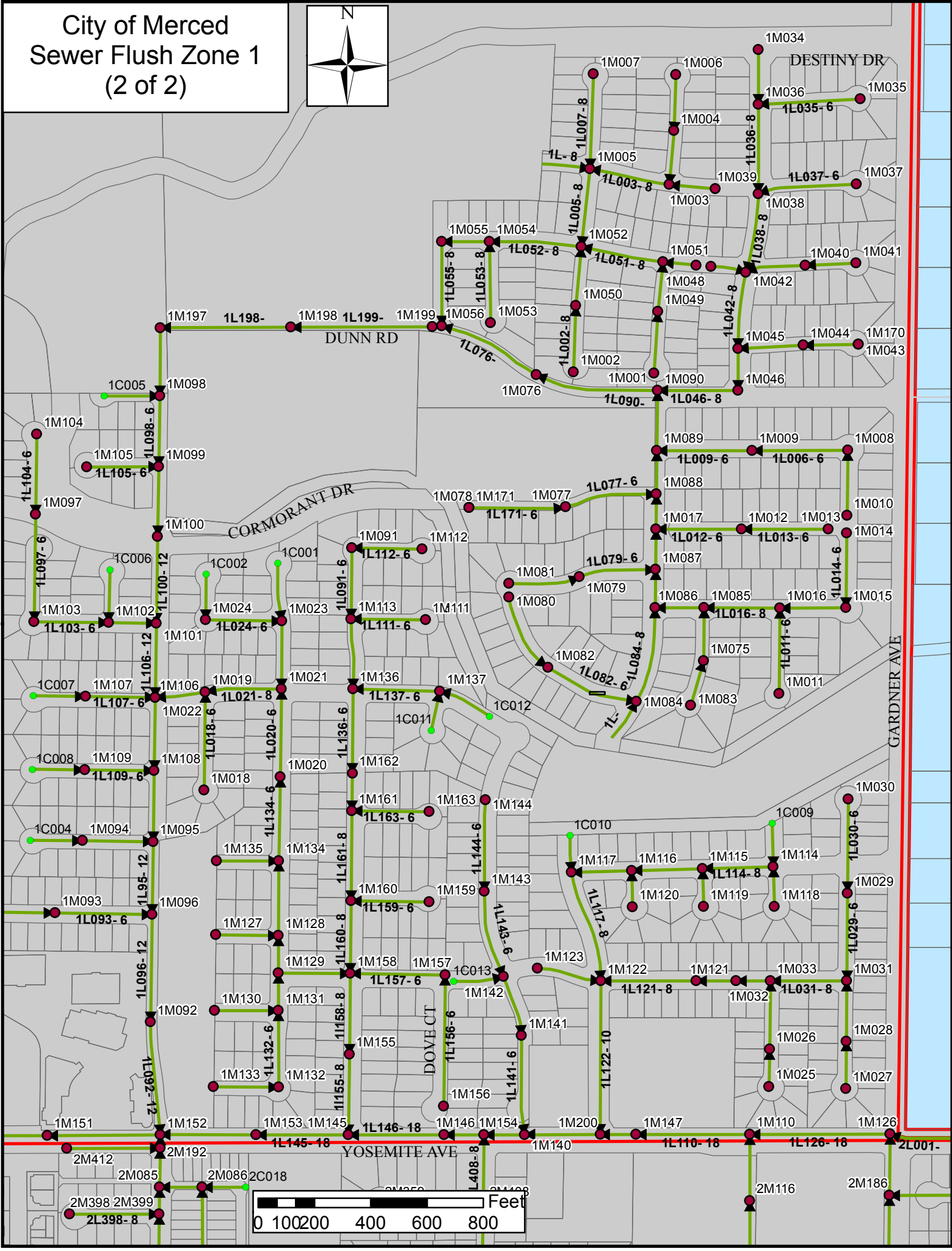
City of Merced Sewer Flush Zone 1 (1 of 2)



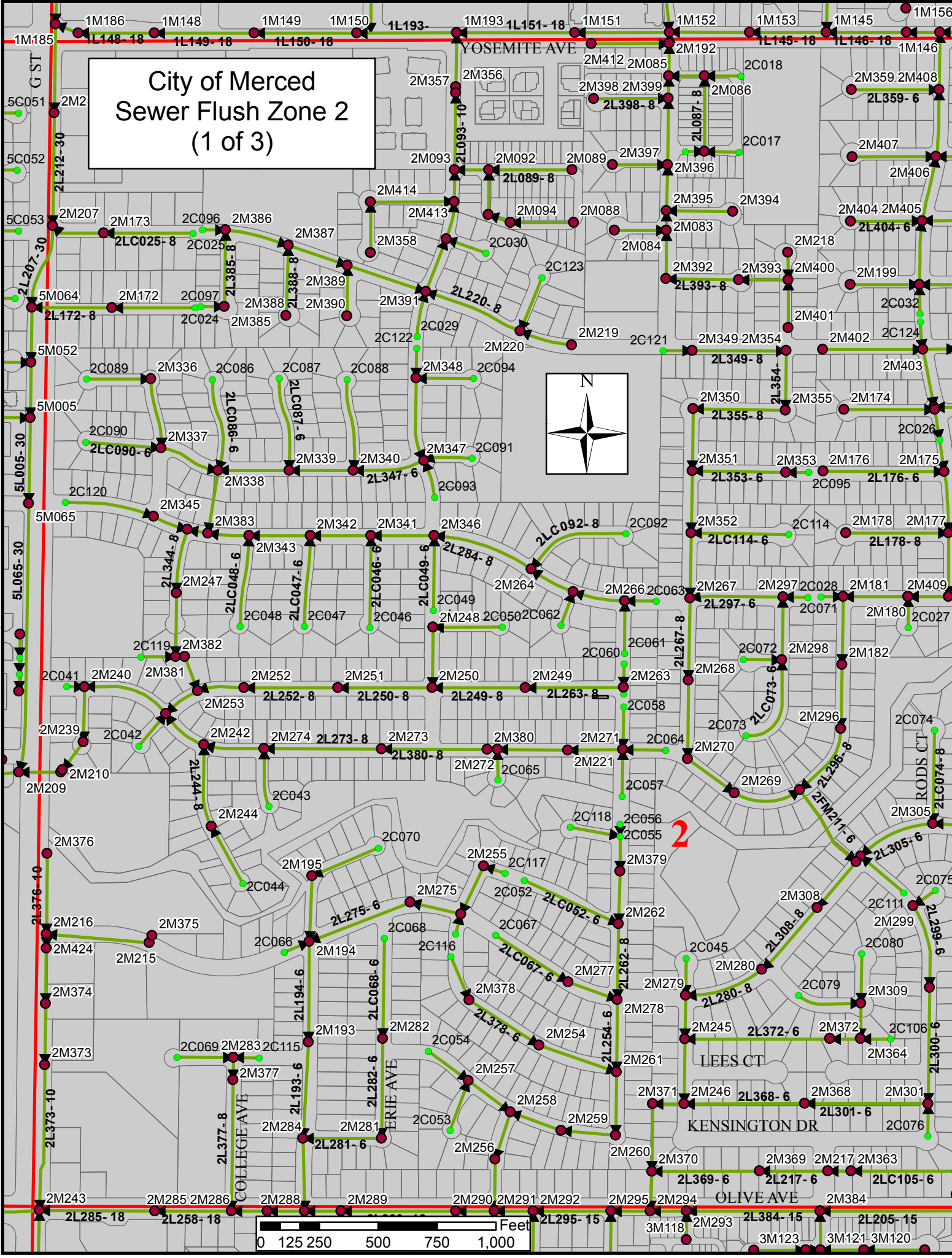
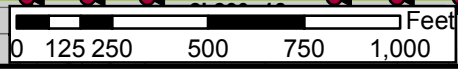
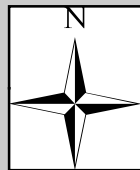
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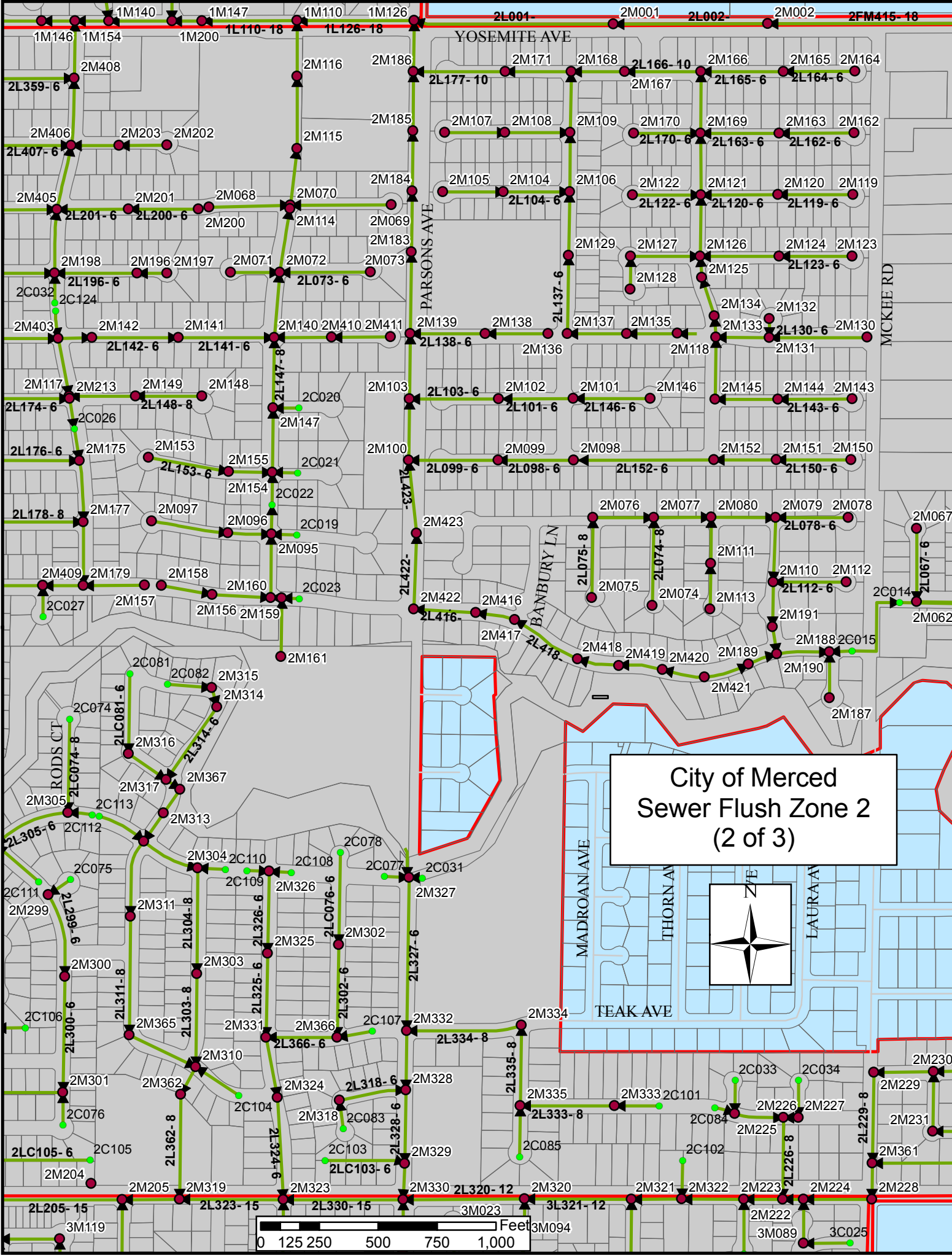


City of Merced Sewer Flush Zone 1 (2 of 2)

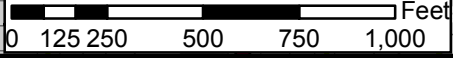
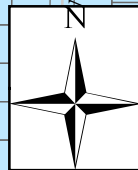


City of Merced Sewer Flush Zone 2 (1 of 3)



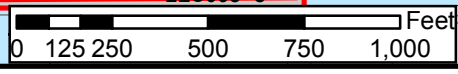
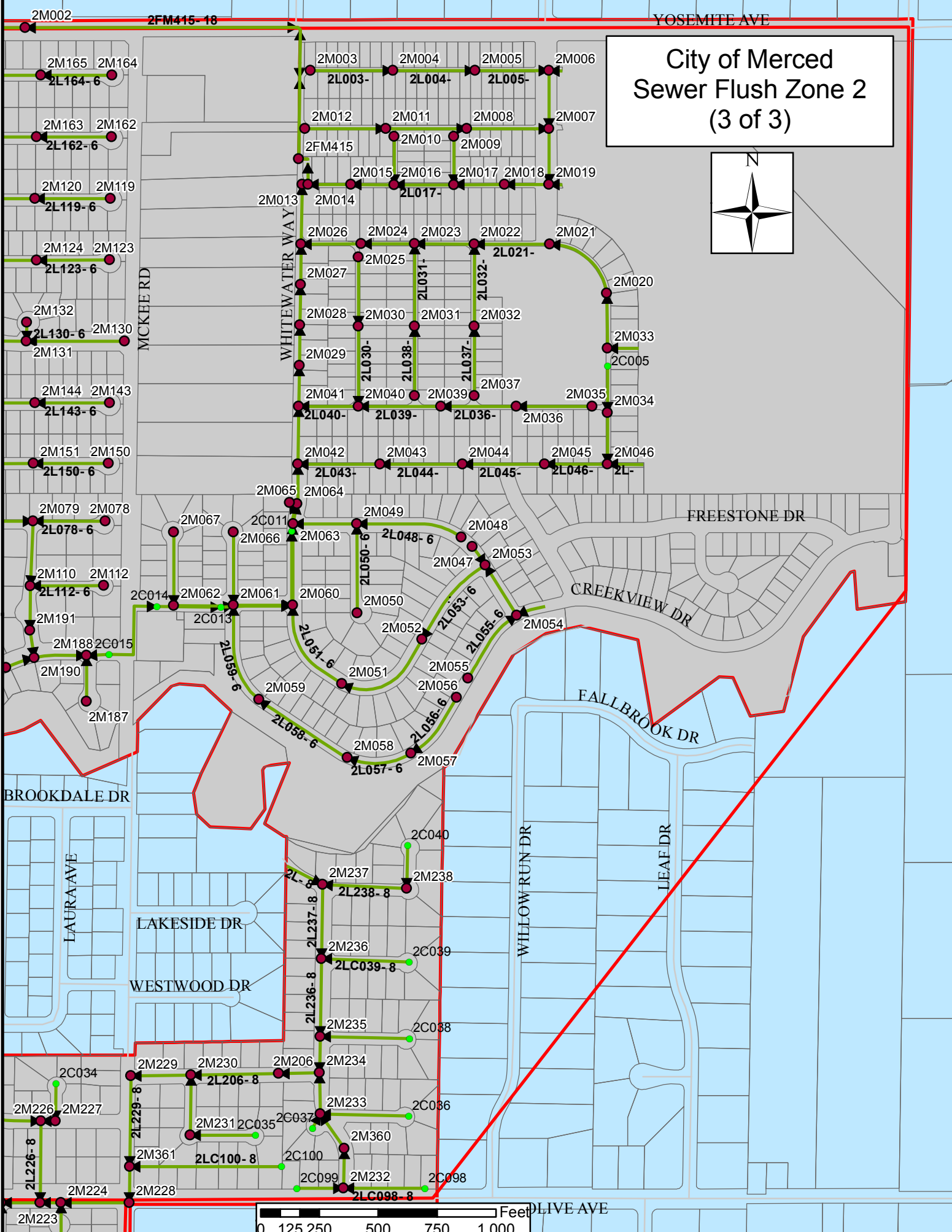
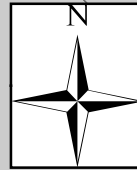


City of Merced
Sewer Flush Zone 2
(2 of 3)

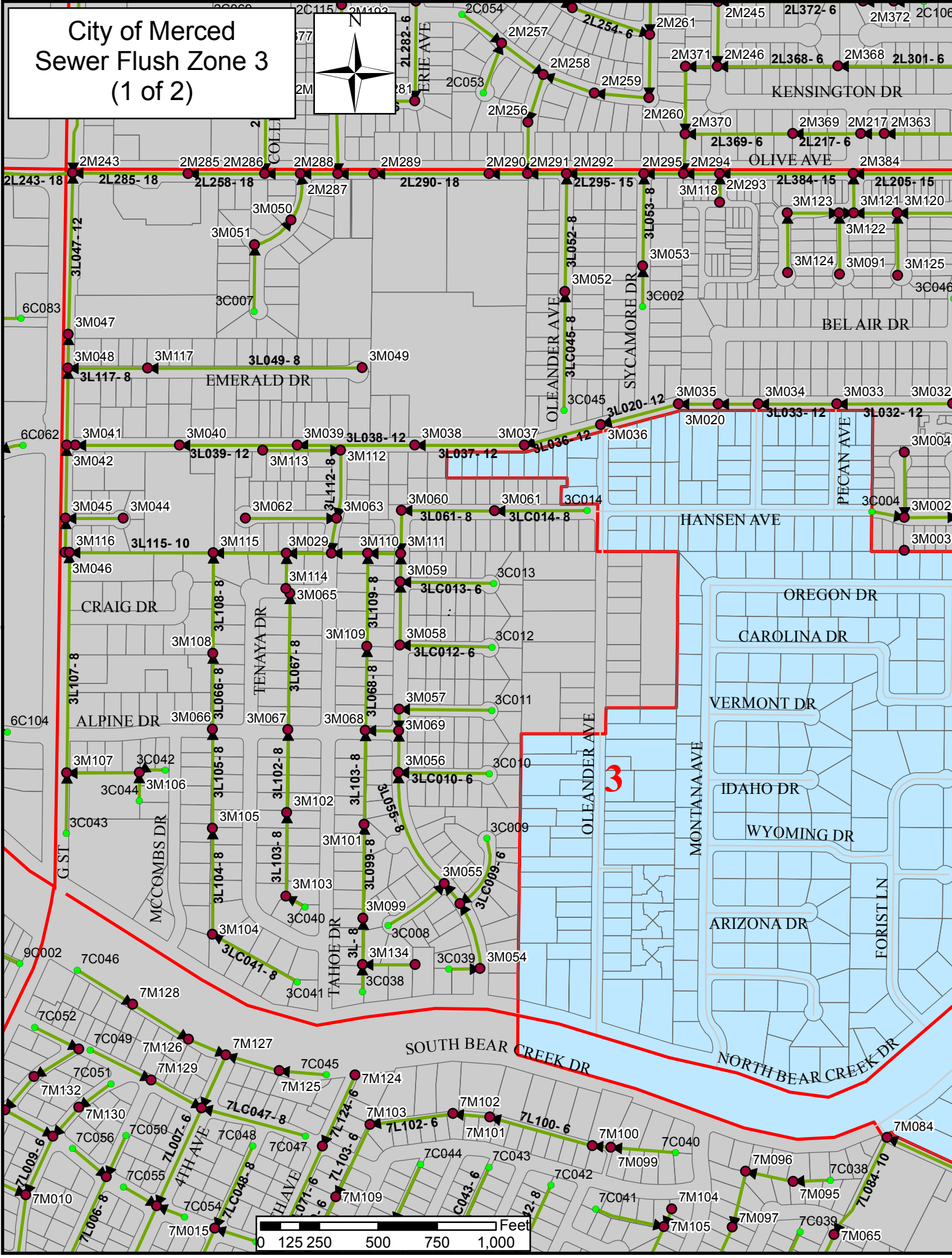


YOSEMITE AVE

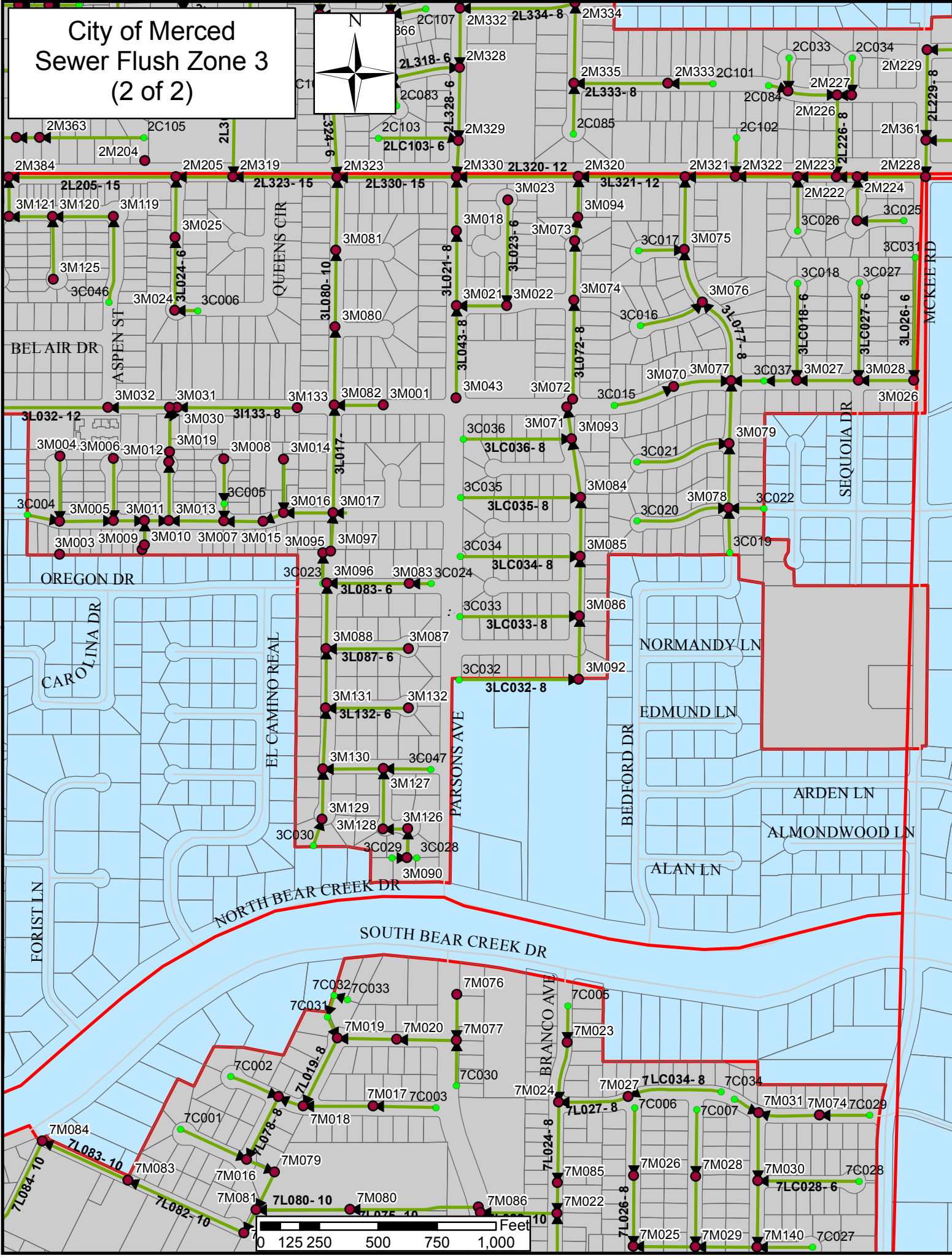
City of Merced Sewer Flush Zone 2 (3 of 3)



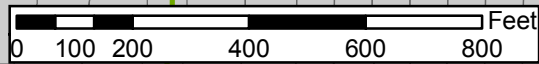
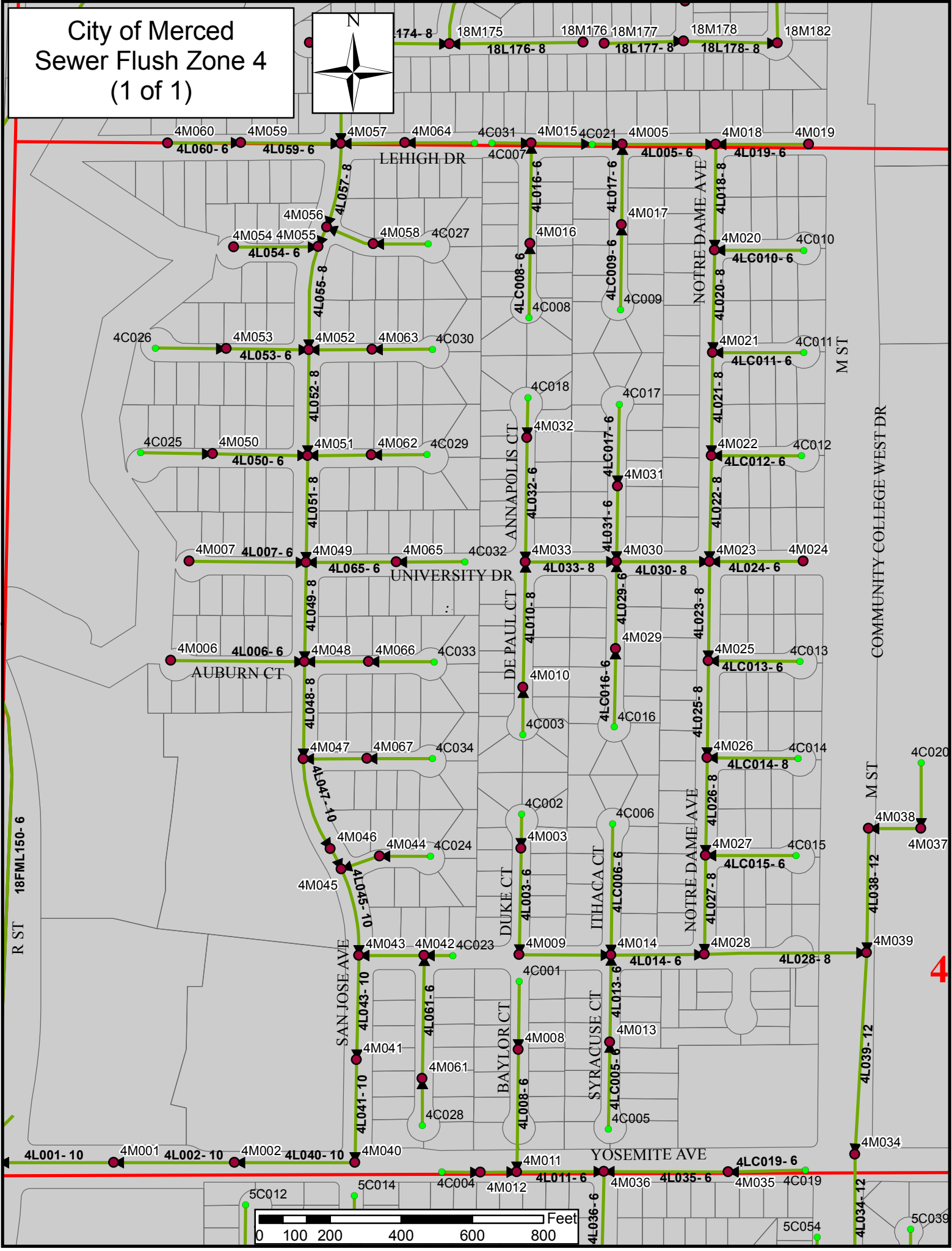
City of Merced Sewer Flush Zone 3 (1 of 2)



City of Merced Sewer Flush Zone 3 (2 of 2)

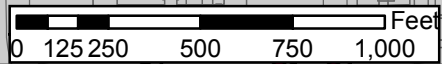
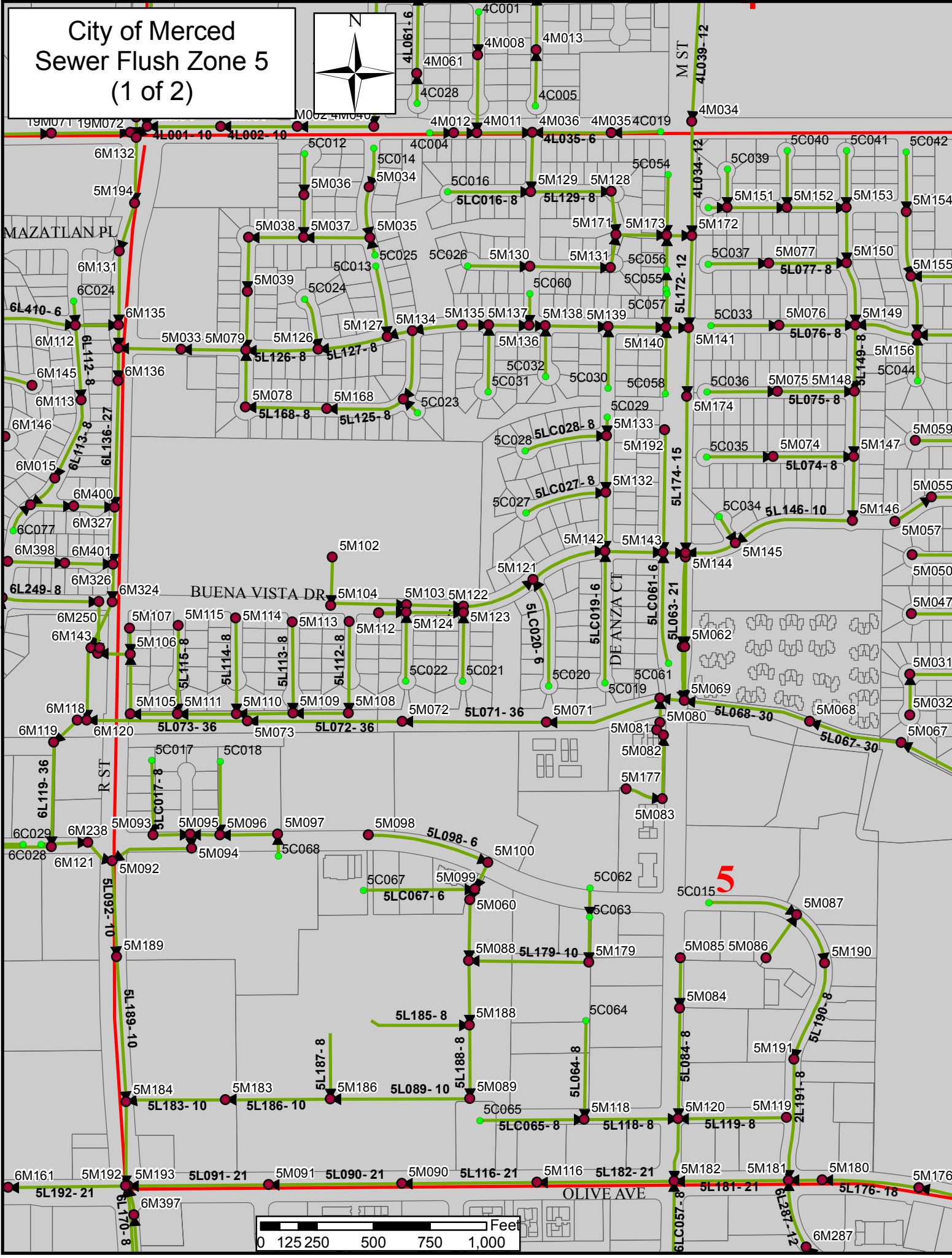


City of Merced Sewer Flush Zone 4 (1 of 1)

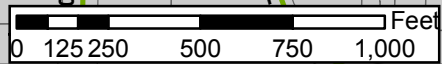
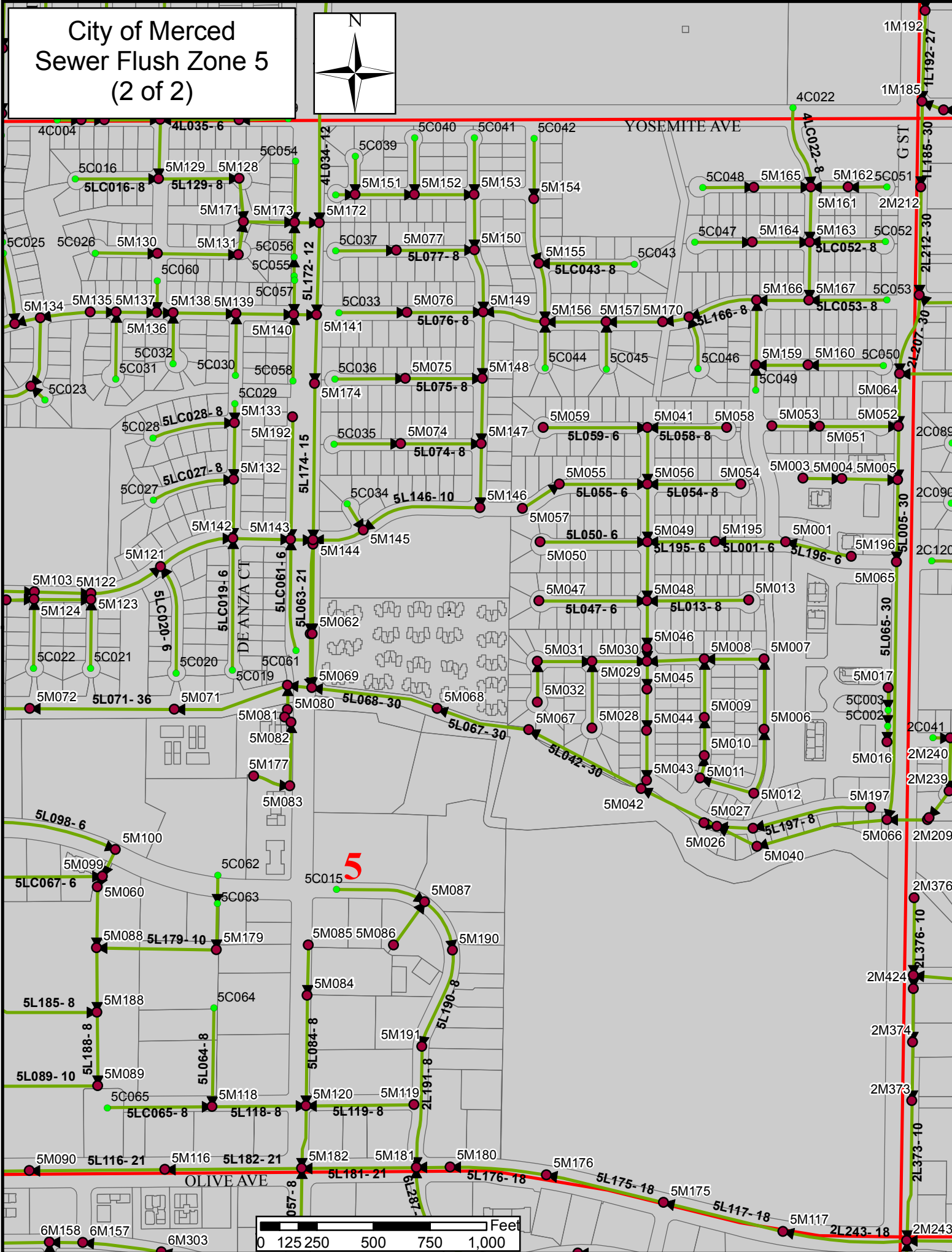


4

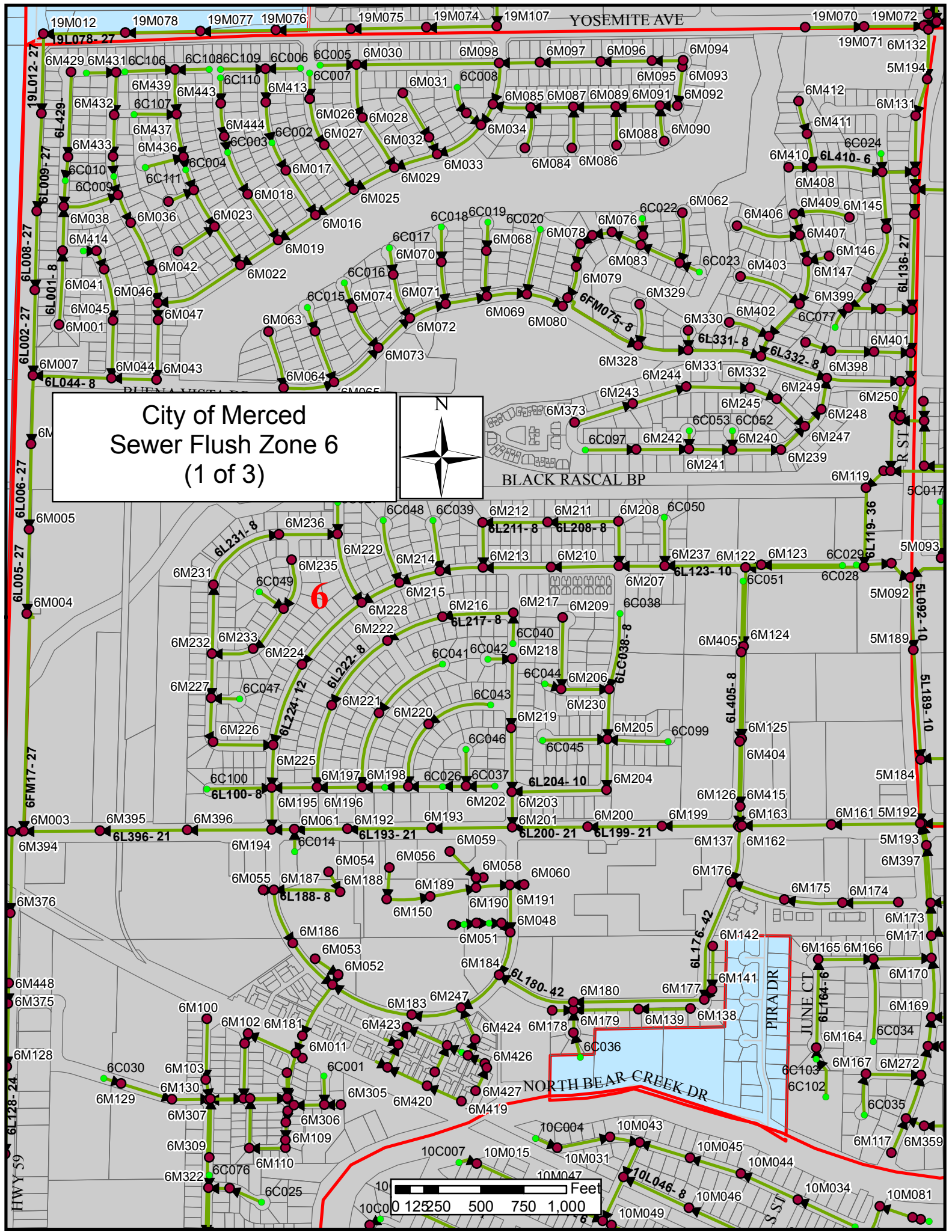
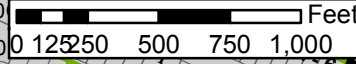
City of Merced Sewer Flush Zone 5 (1 of 2)



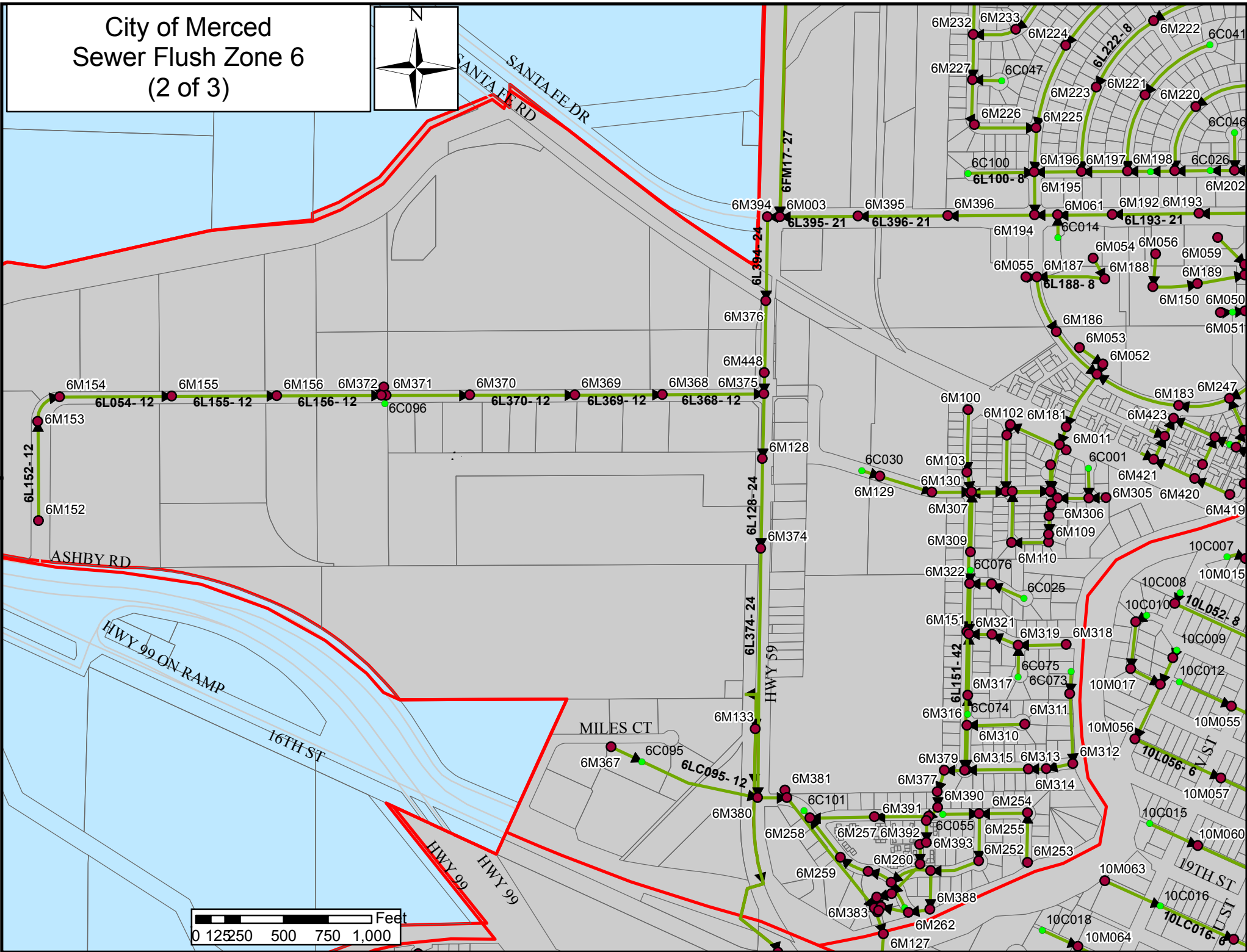
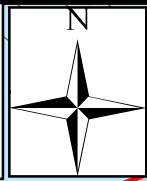
City of Merced Sewer Flush Zone 5 (2 of 2)



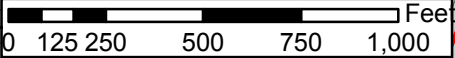
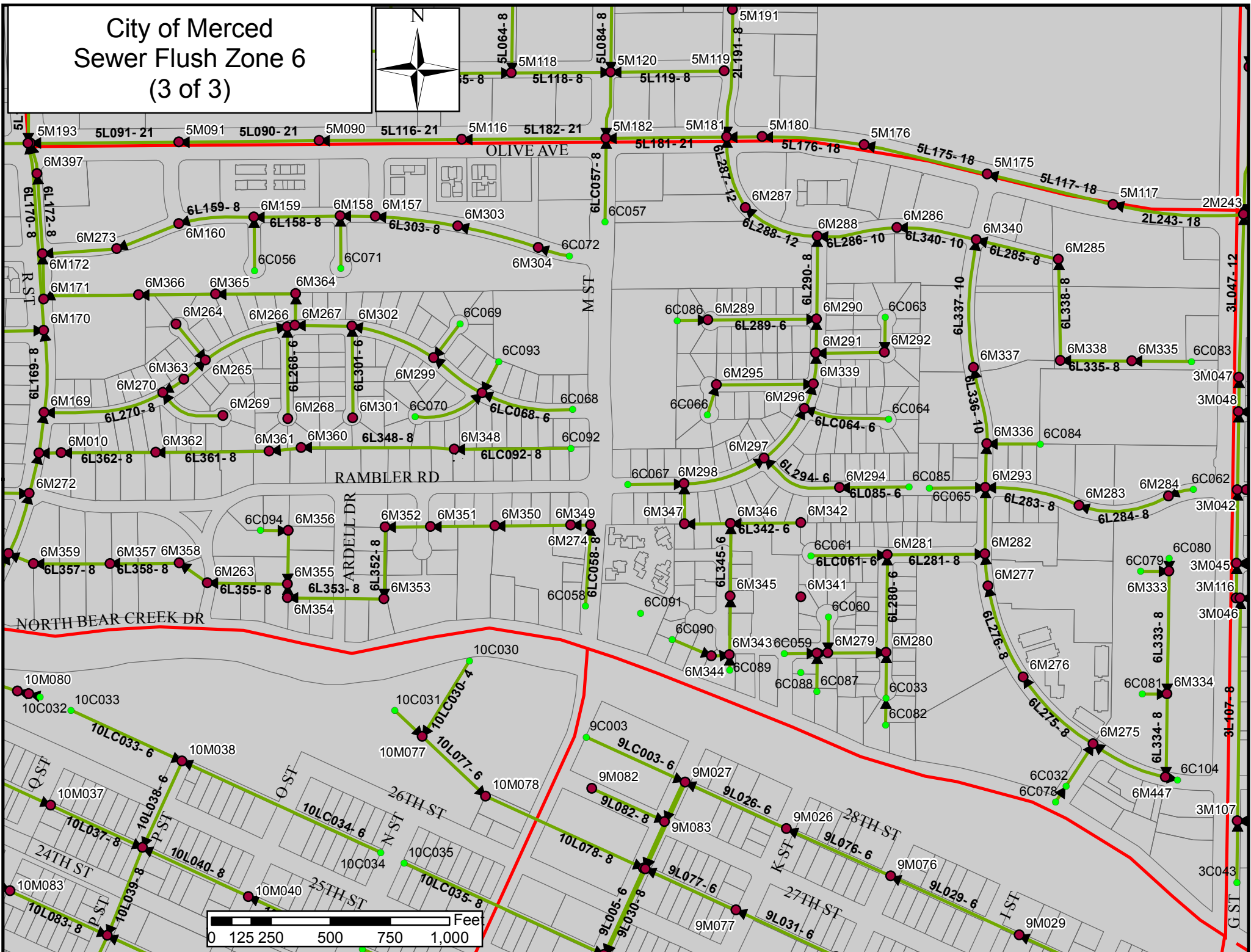
City of Merced Sewer Flush Zone 6 (1 of 3)



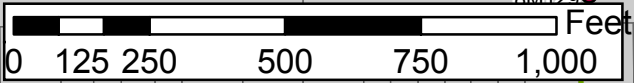
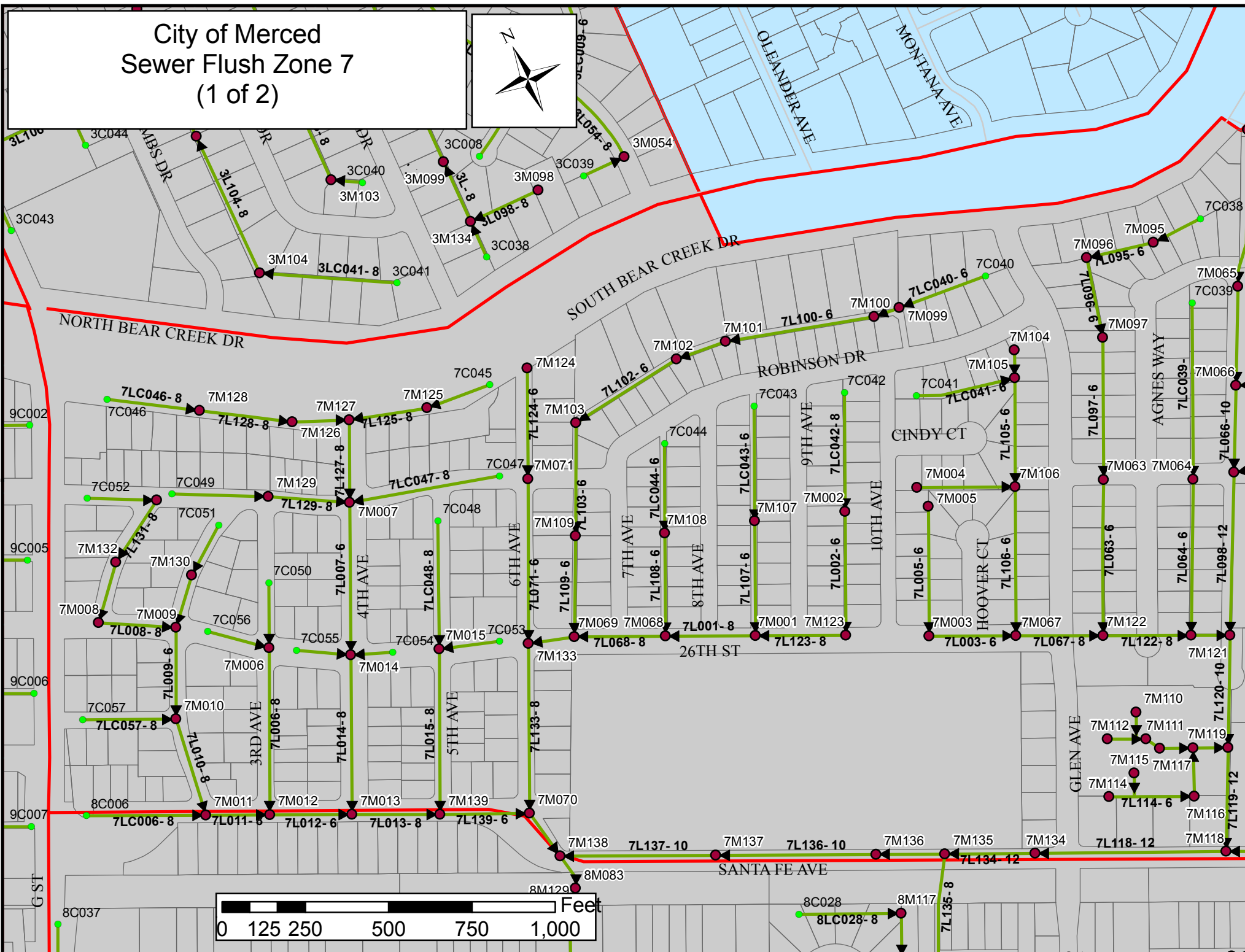
City of Merced Sewer Flush Zone 6 (2 of 3)



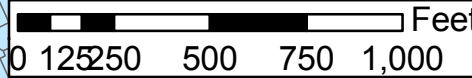
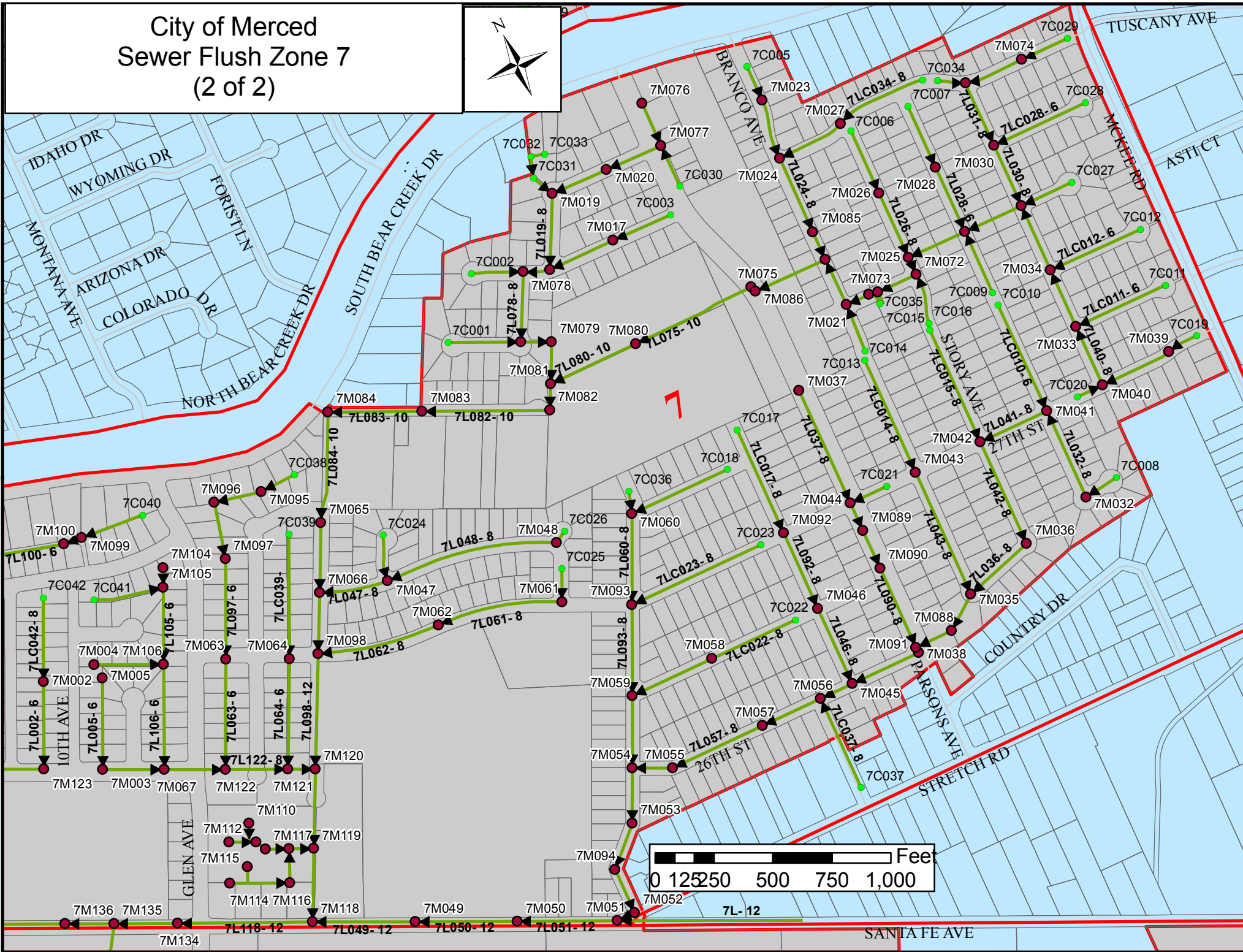
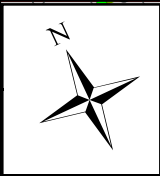
City of Merced Sewer Flush Zone 6 (3 of 3)



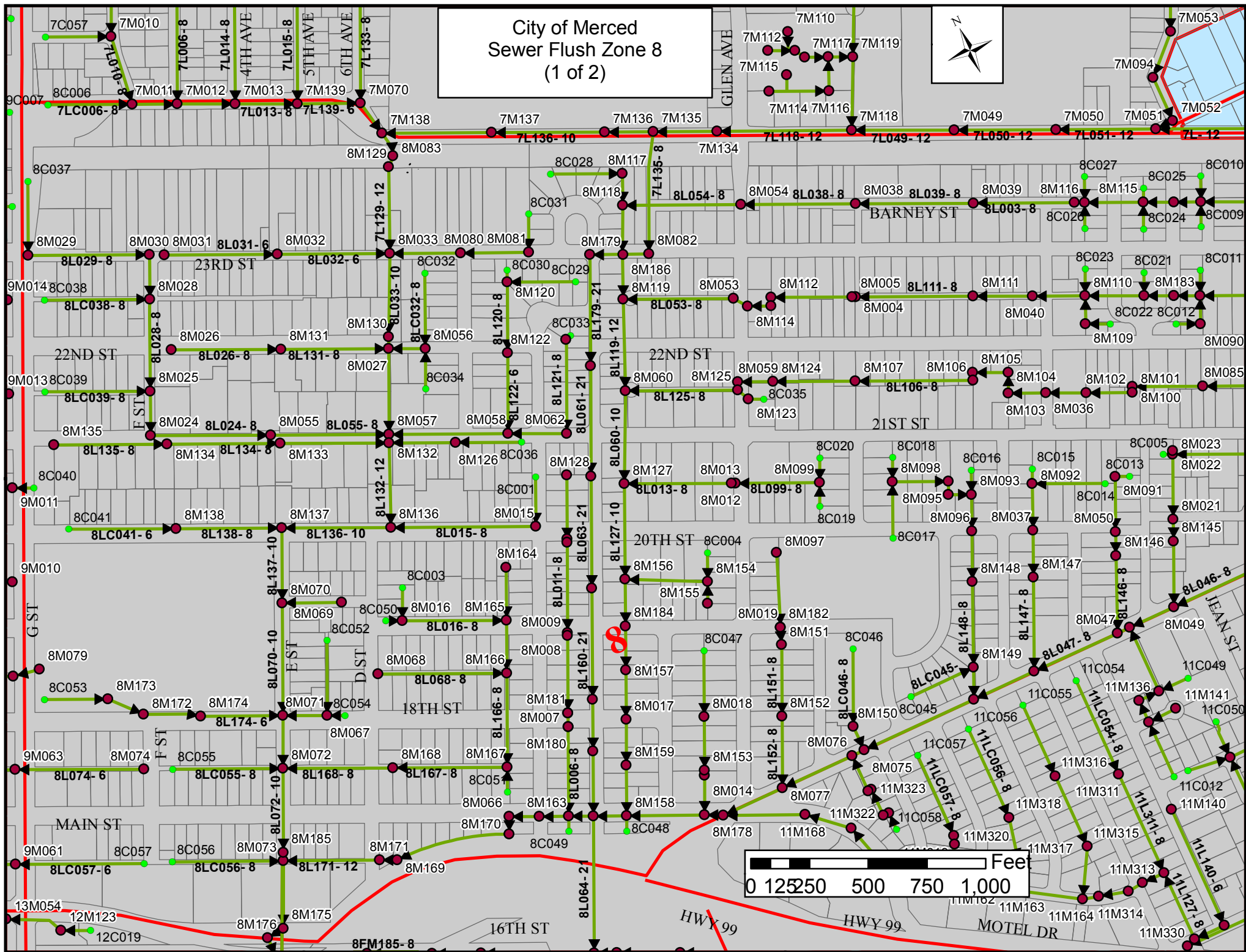
City of Merced Sewer Flush Zone 7 (1 of 2)



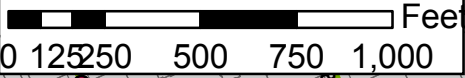
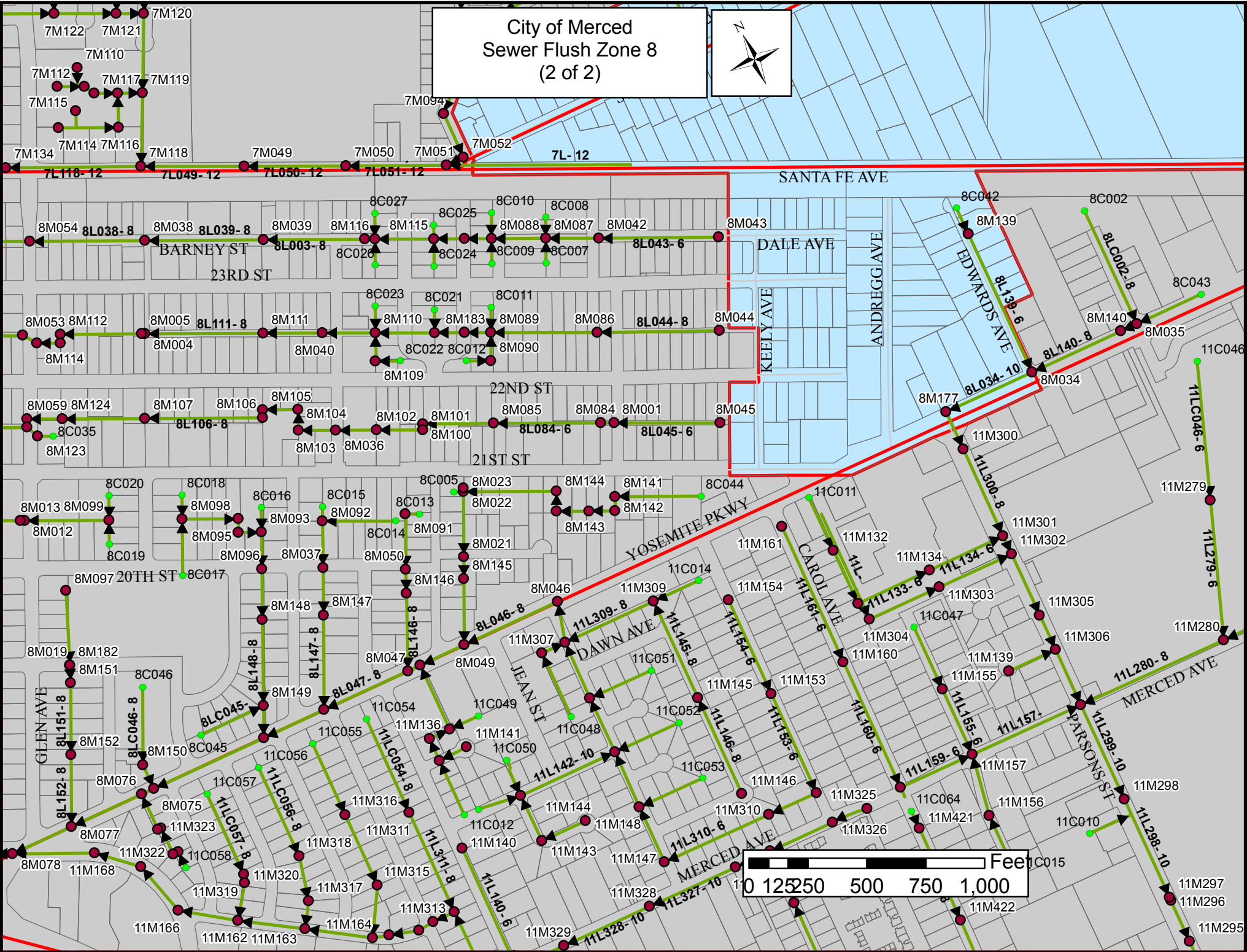
City of Merced Sewer Flush Zone 7 (2 of 2)



City of Merced Sewer Flush Zone 8 (1 of 2)



City of Merced Sewer Flush Zone 8 (2 of 2)



City of Merced
Sewer Flush Zone 9
(1 of 2)



28TH ST

9C003 9C004 9M027 9L026-6 9M026 9L076-6 9M076 9L029-6 9M029 9L028-8 9M028 9LC002-6 9C002

9LC003-6

9M082 9L082-8

9M083

27TH ST

10L078-8

9M005

9M030

9L077-6

9M077

9L031-6

9M031

9L032-6

9M032

9L033-6

9M033

9LC005-6

9C005

26TH ST

10LC035-8

9M080

9L035-6

9M035

9L036-6

9M036

9L037-6

9M037

9LC006-6

9C006

25TH ST

10LC037-6

9M079

9L078-6

9M078

9L039-8

9M039

9L040-8

9M040

9L041-8

9M041

9LC007-8

9C007

24TH ST

10LC040-8

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9L044-6

9M044

9L045-6

9M045

9L004-6

9M004

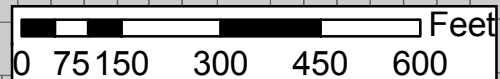
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9C008

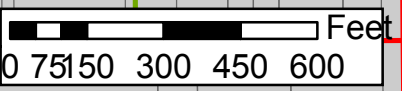
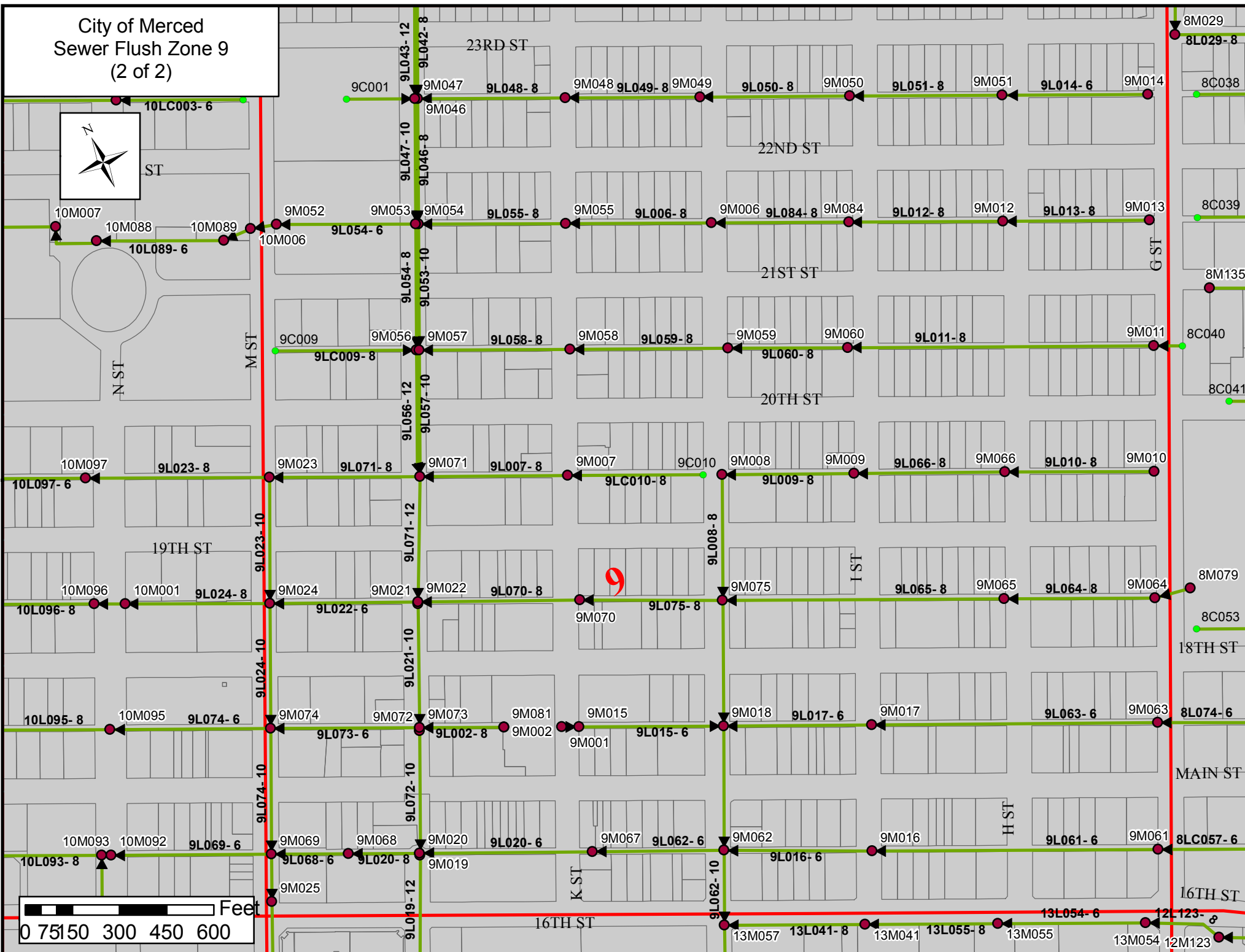
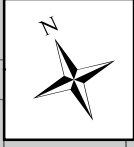
23RD ST

9L042-8

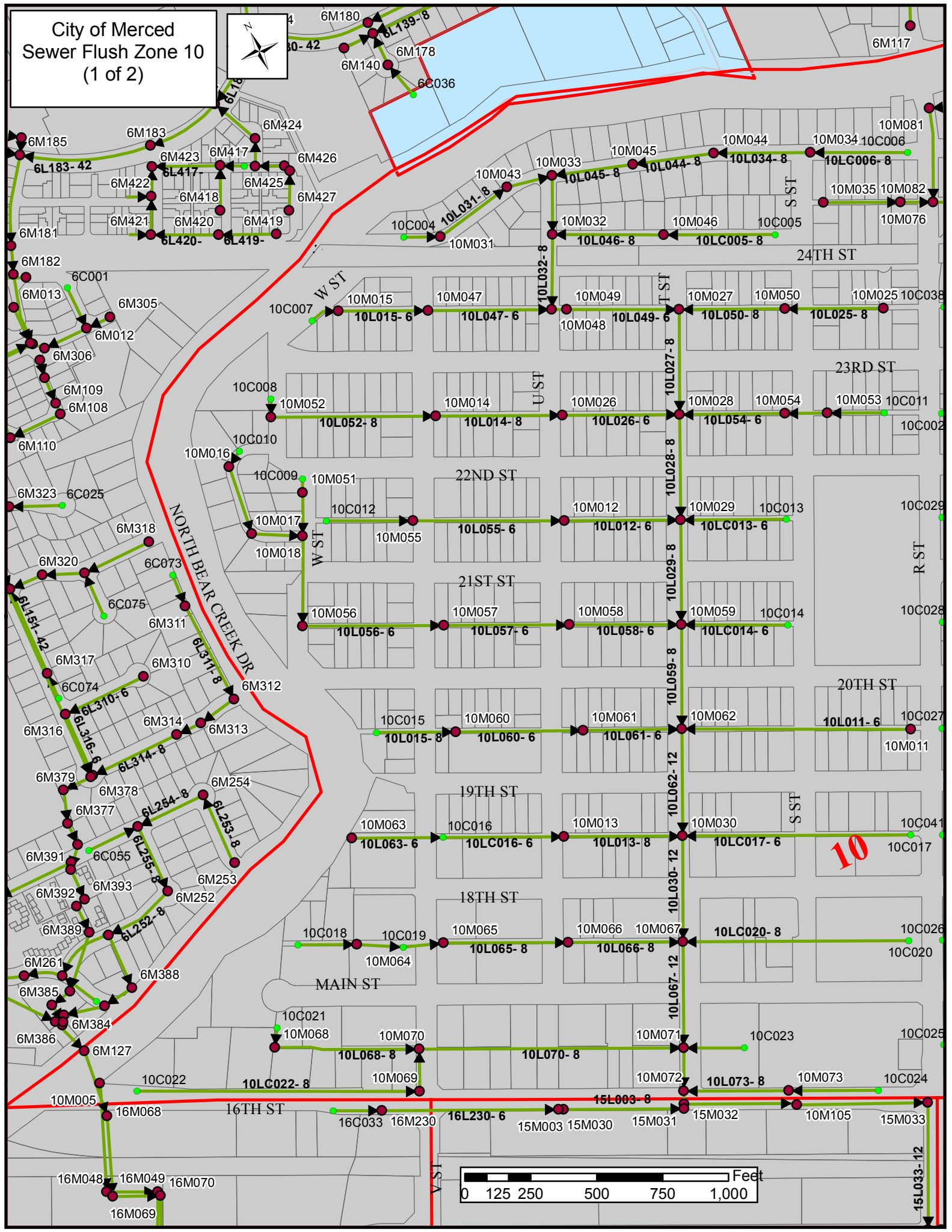
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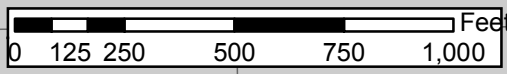
City of Merced
Sewer Flush Zone 9
(2 of 2)



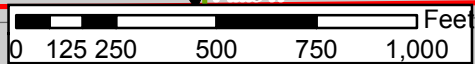
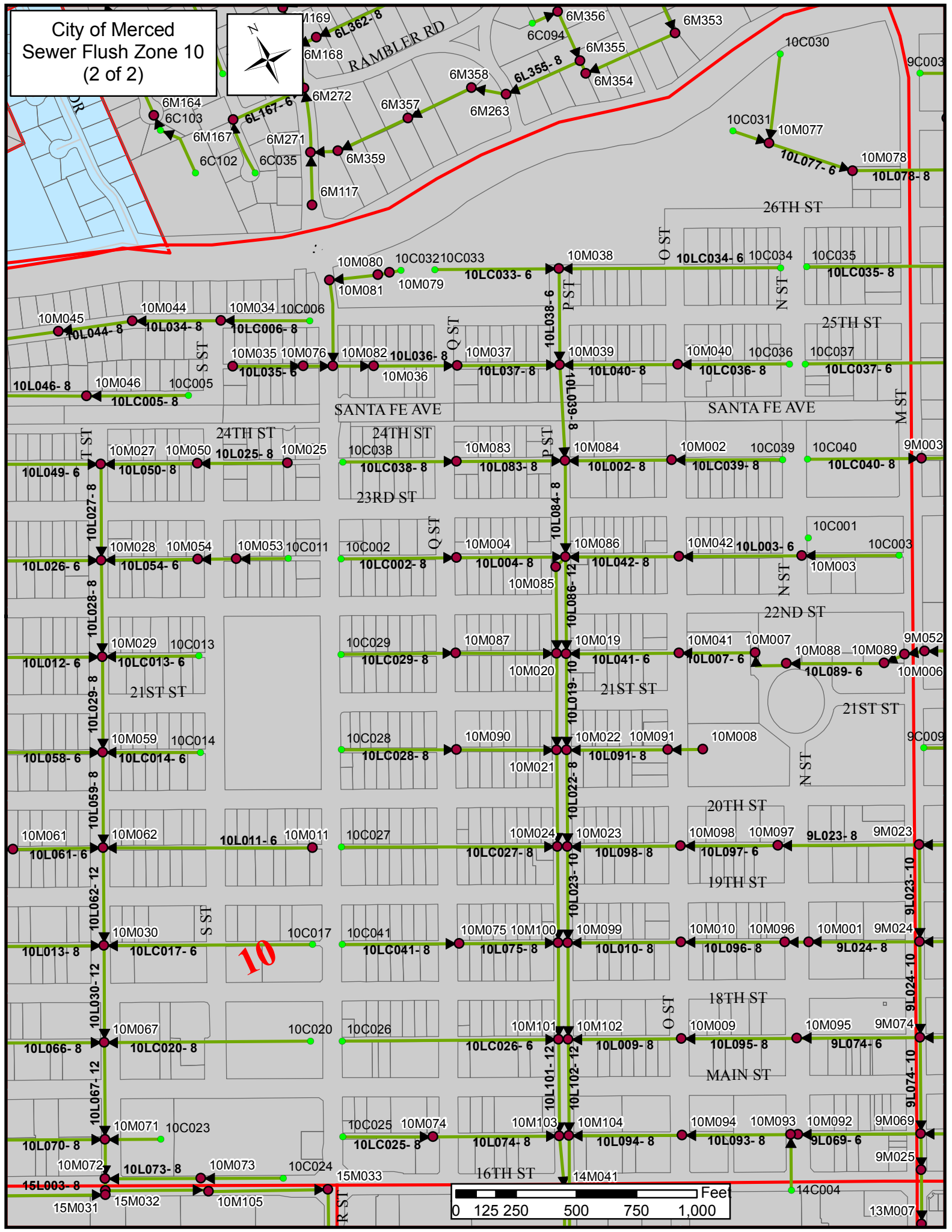
City of Merced Sewer Flush Zone 10 (1 of 2)



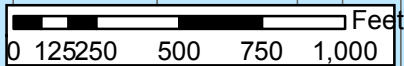
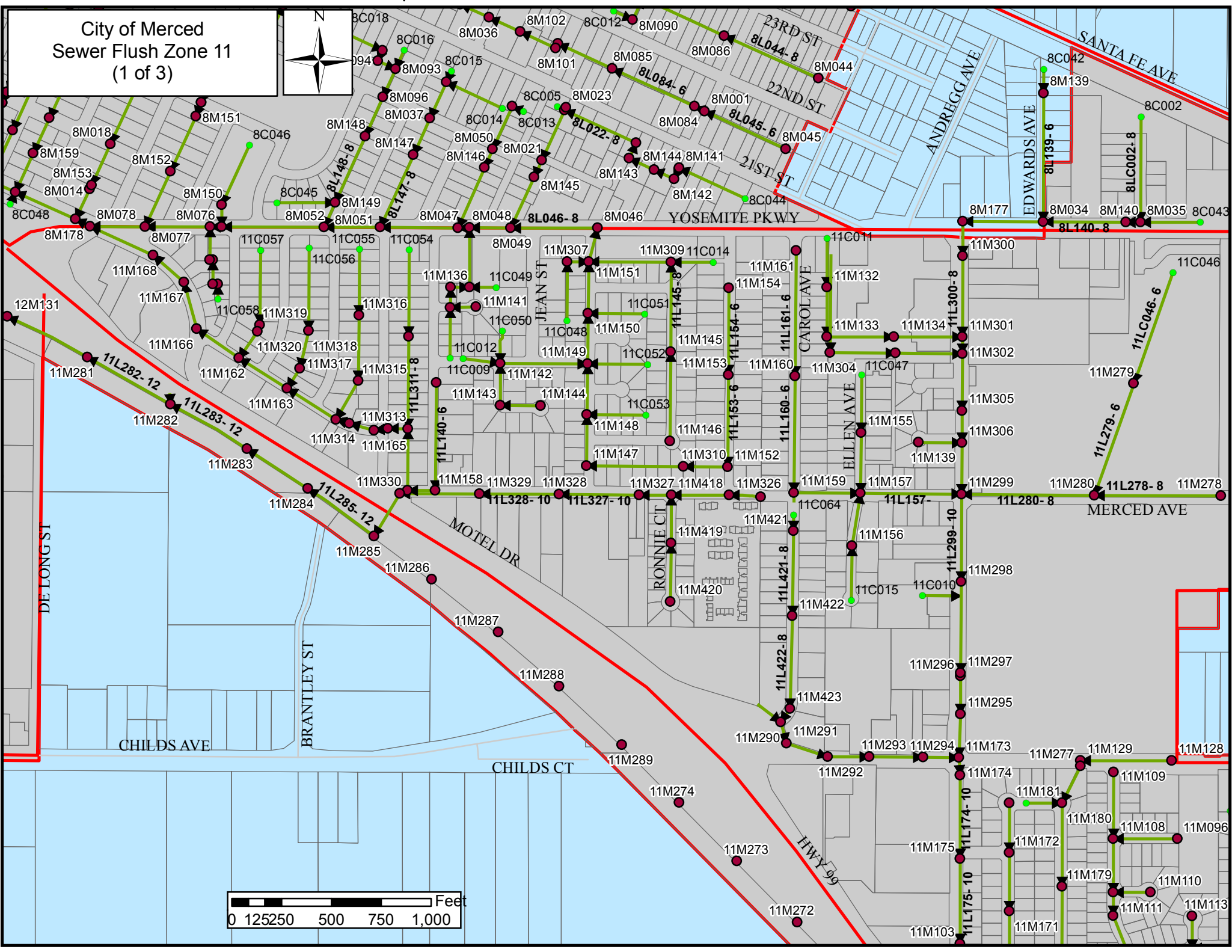
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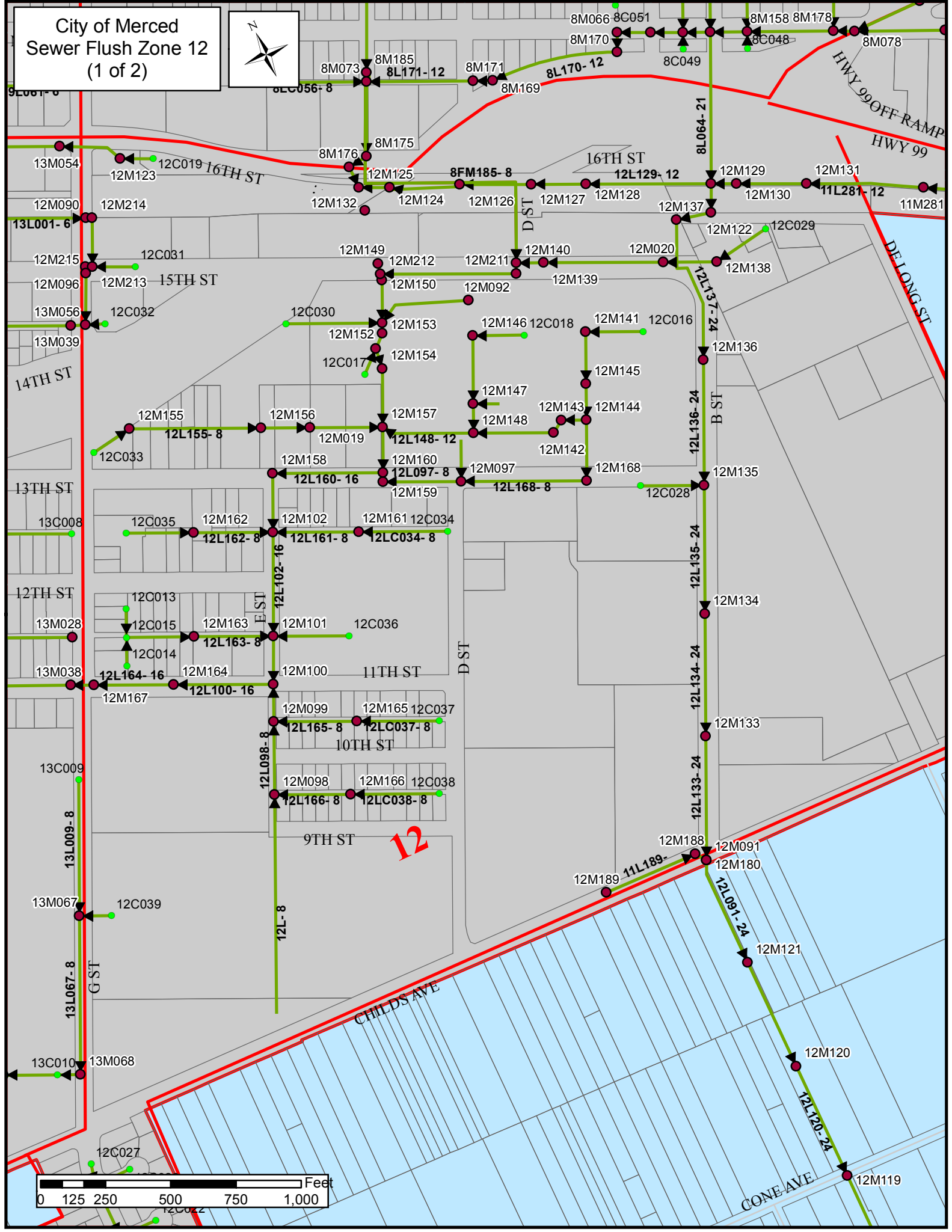
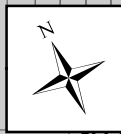
City of Merced
Sewer Flush Zone 10
(2 of 2)



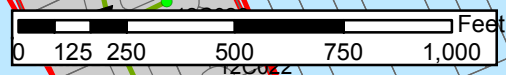
City of Merced
Sewer Flush Zone 11
(1 of 3)



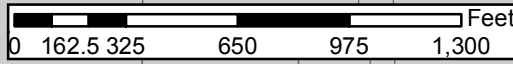
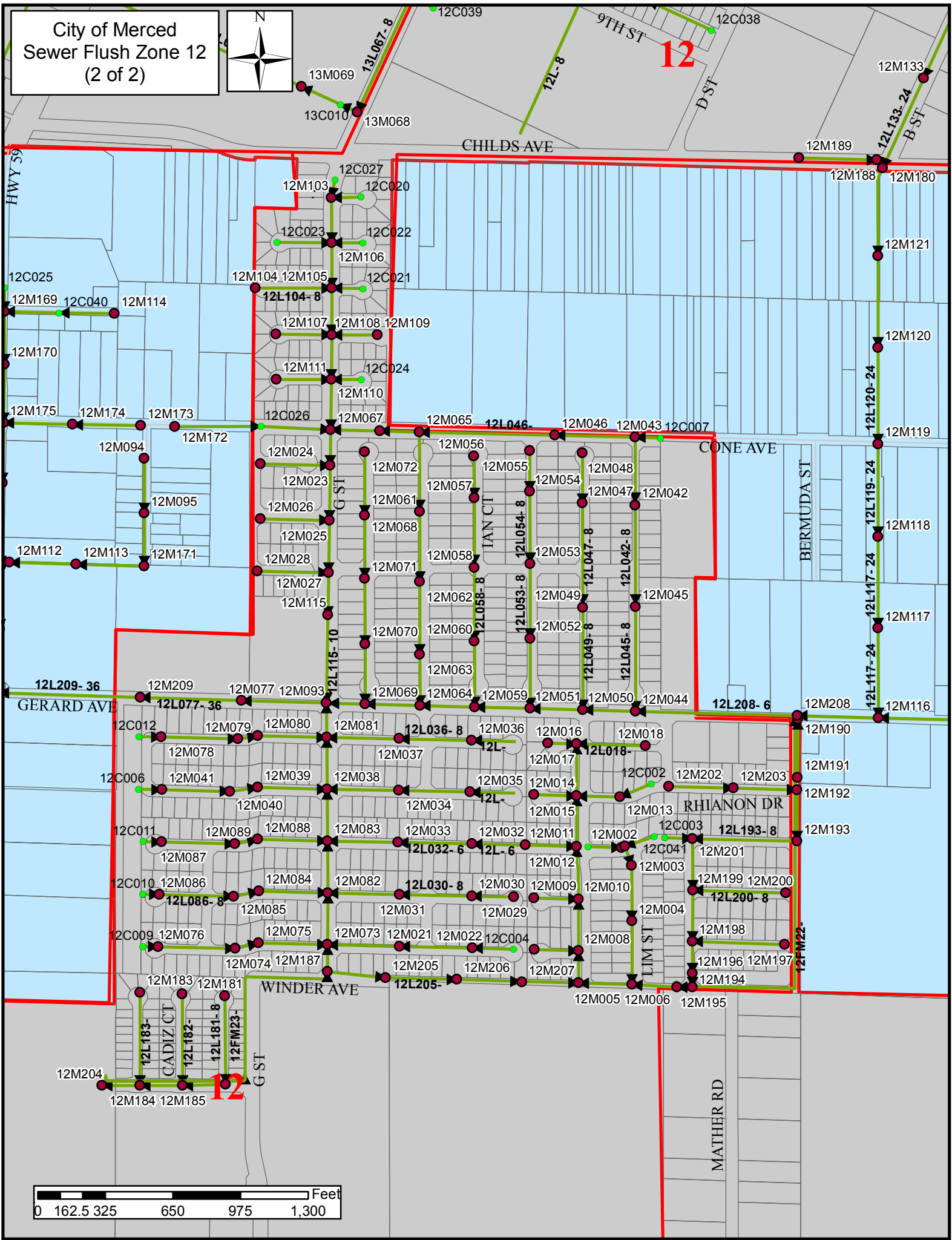
City of Merced Sewer Flush Zone 12 (1 of 2)



12



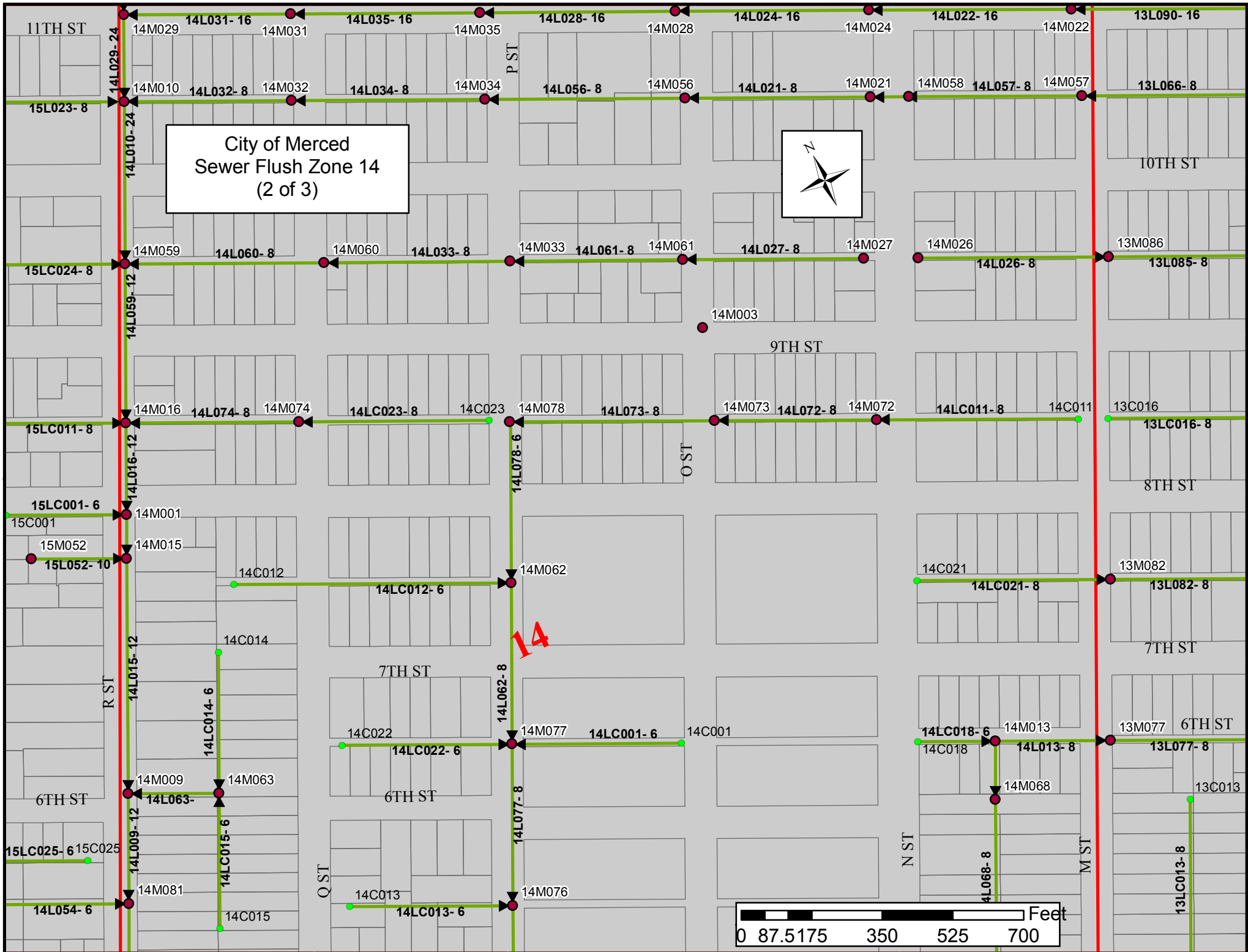
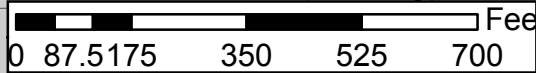
City of Merced
Sewer Flush Zone 12
(2 of 2)



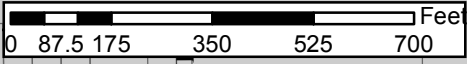
City of Merced
Sewer Flush Zone 14
(2 of 3)



14



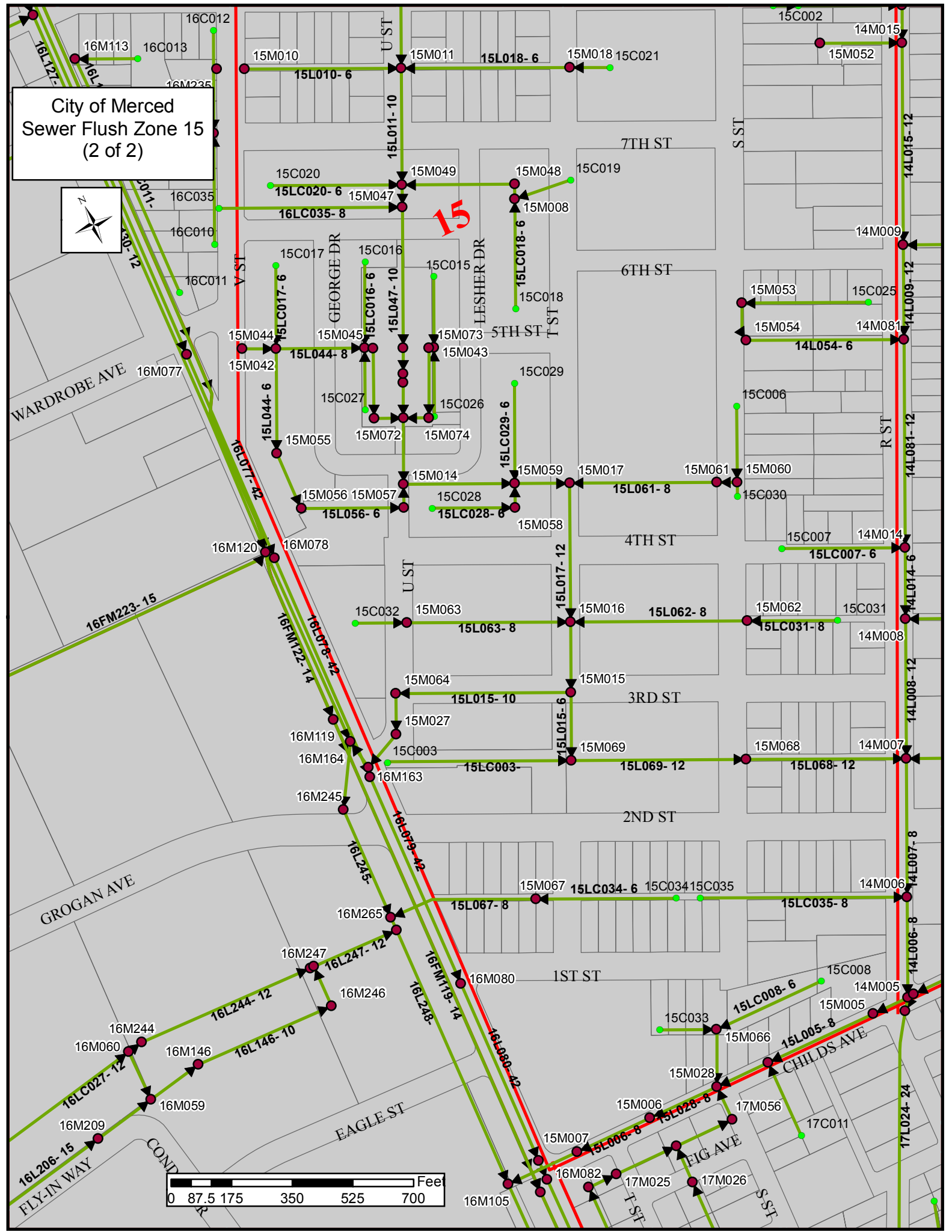
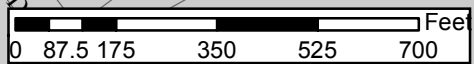
City of Merced
Sewer Flush Zone 15
(1 of 2)



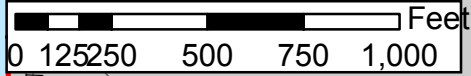
City of Merced
Sewer Flush Zone 15
(2 of 2)



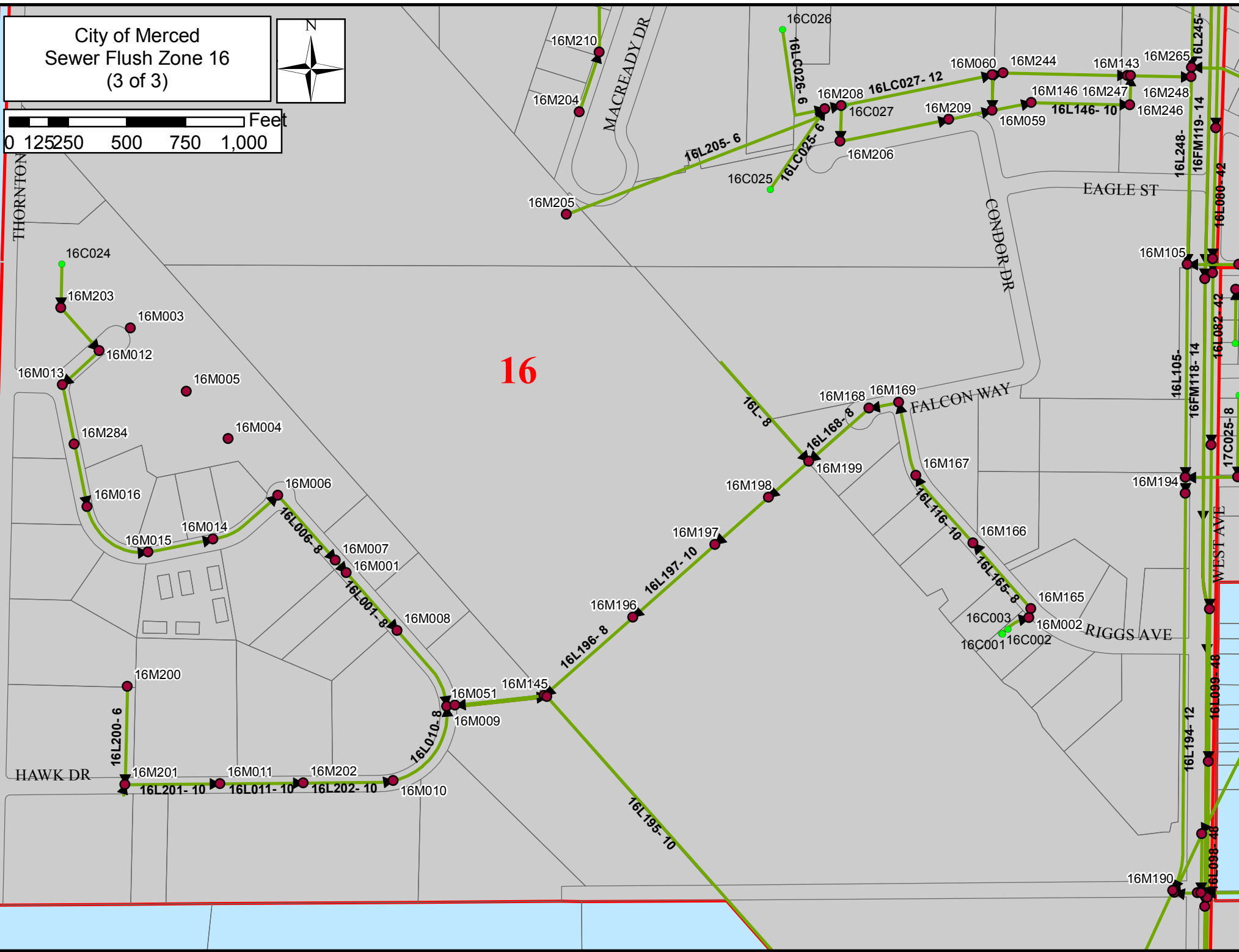
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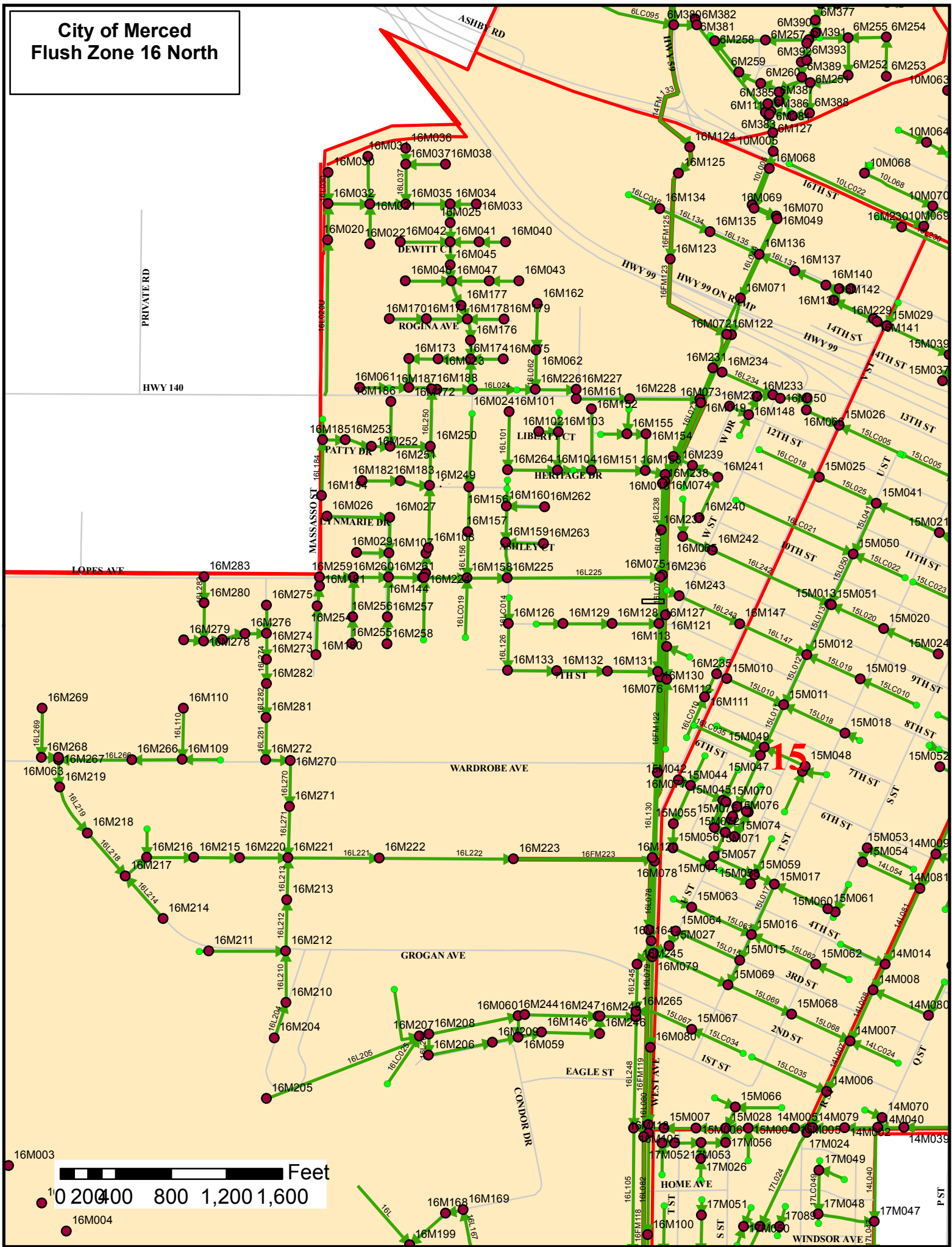
City of Merced
Sewer Flush Zone 16
(3 of 3)



16

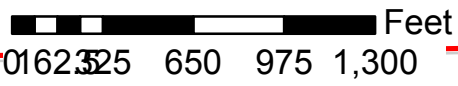
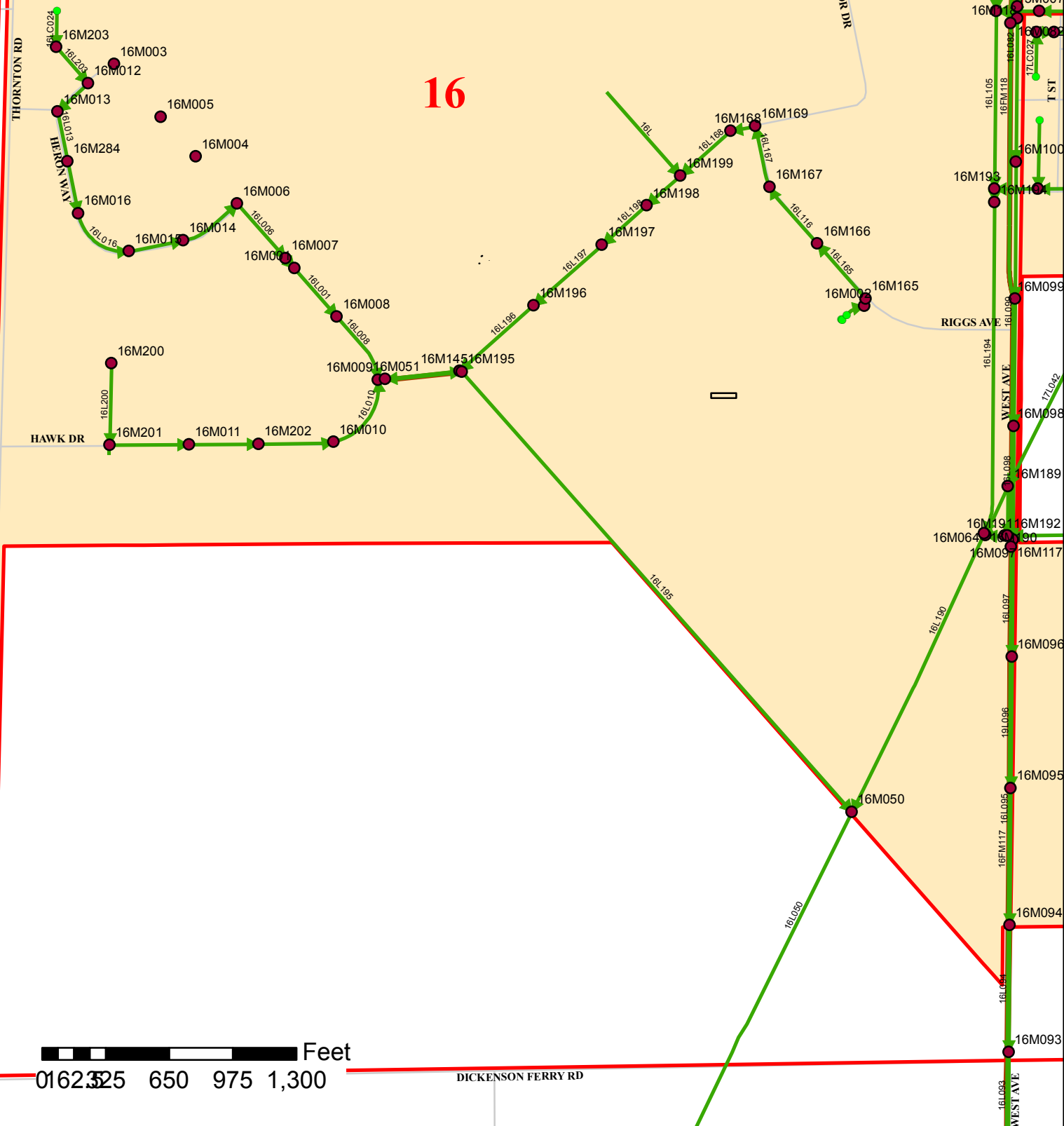


City of Merced Flush Zone 16 North



City of Merced Flush Zone 16 South

16



DICKENSON FERRY RD

WEST AVE

16M093
16M094
16M095
16M096
16M097
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16M099
16M100
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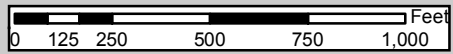
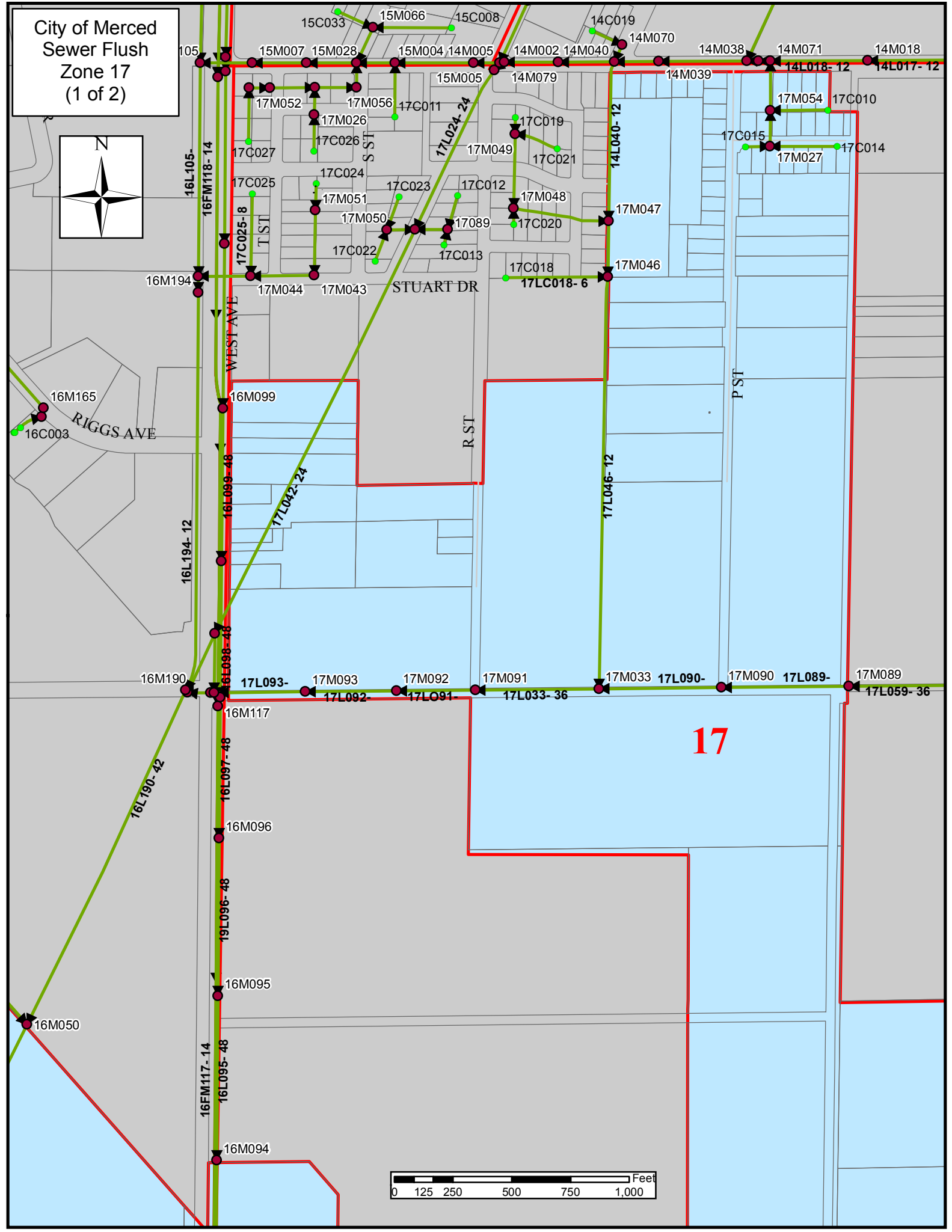
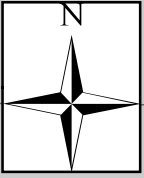
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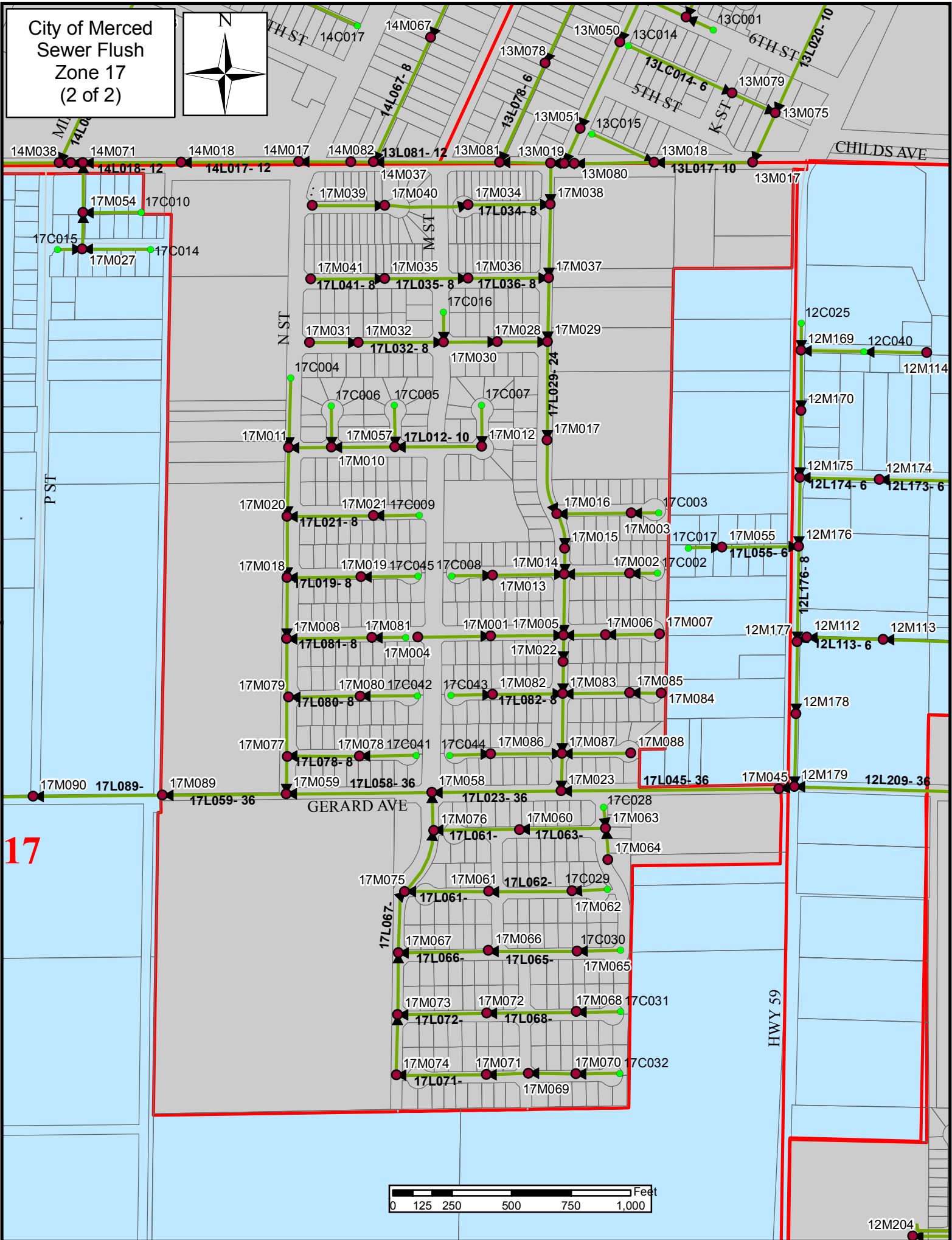
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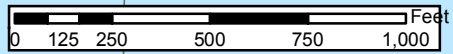
City of Merced
Sewer Flush
Zone 17
(1 of 2)



City of Merced
Sewer Flush
Zone 17
(2 of 2)



17



12M204

BELLEVUE RD

18C011 18C010 18C009 18C008 18C007 18M093

City of Merced
Sewer Flush Zone 18
(1 of 3)



M CIR

MANDEVILLE LN

M ST

BANCROFT DR

BARCLAY WAY

G ST

18M015

18M202

18M203

18M096

18M208

18M015

18M201

18M204

18M205

18M097

18M207

18M017

18M018

18M198

18M196

18M195

18M098

18M192

18M016

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18M018

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18M064

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18M186

18M187

18M098

18M189

18M056

18M058

18M059

18M065

18M067

18M185

18M186

18M187

18M098

18M189

18M056

18M058

18M059

18M065

18M067

18M185

18M186

18M187

18M098

18M189

ARROW WOOD DR

18M261

18M260

18L260-6

18M259

18M262

18M263

18M133

18M142

18M134

18L261-6

HEARST DR

18L262-6

18L263-6

18M133

18L142-8

18M135

18M267

18L267-

18M266

18M265

18M022

18M137

18M136

18M138

18M268

18L266-

18L265-

18L264-6

18M024

18L222-8

18L136-8

18M140

ARROW WOOD DR

HEARST DR

ELLISON PL

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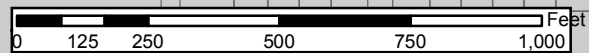
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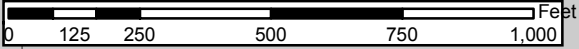
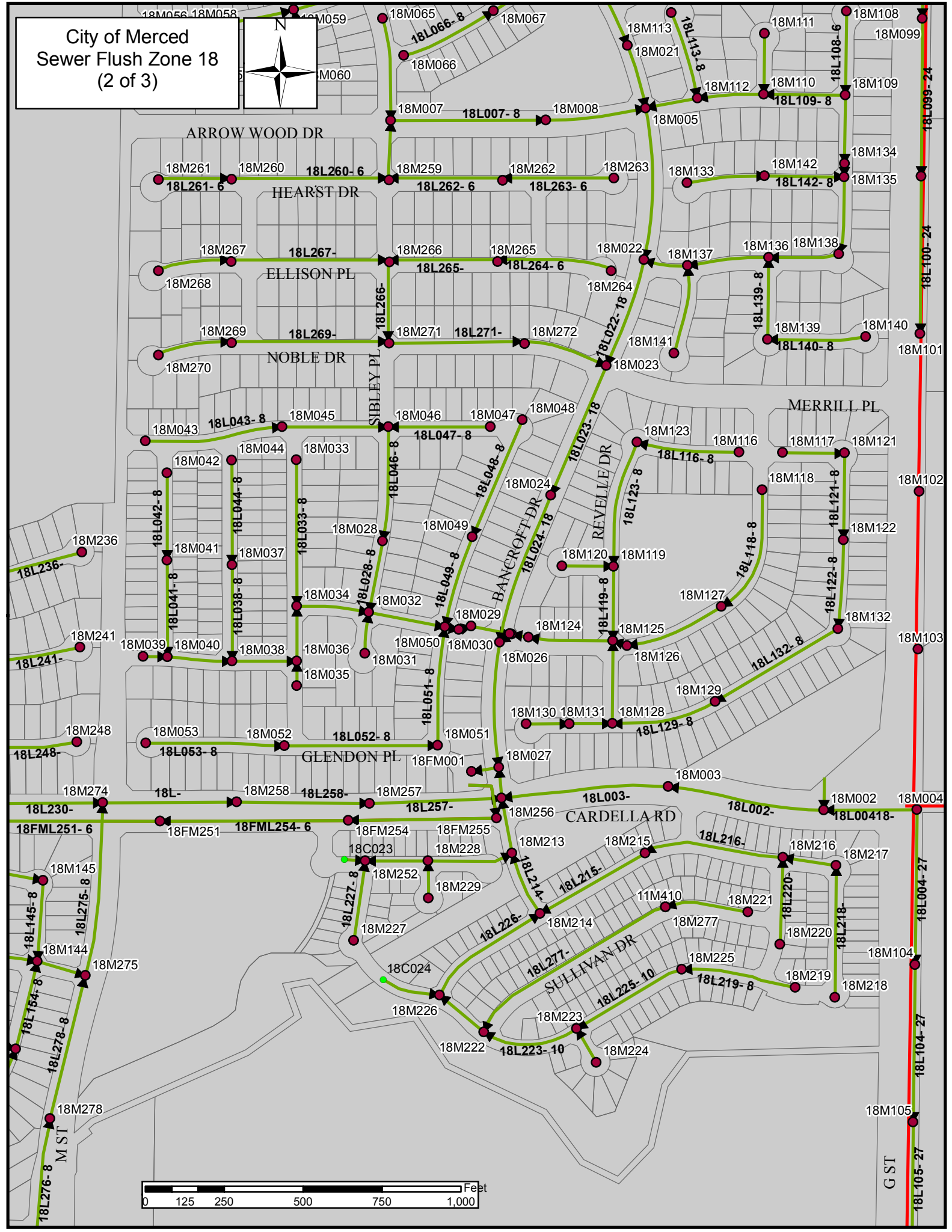
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18L094-24

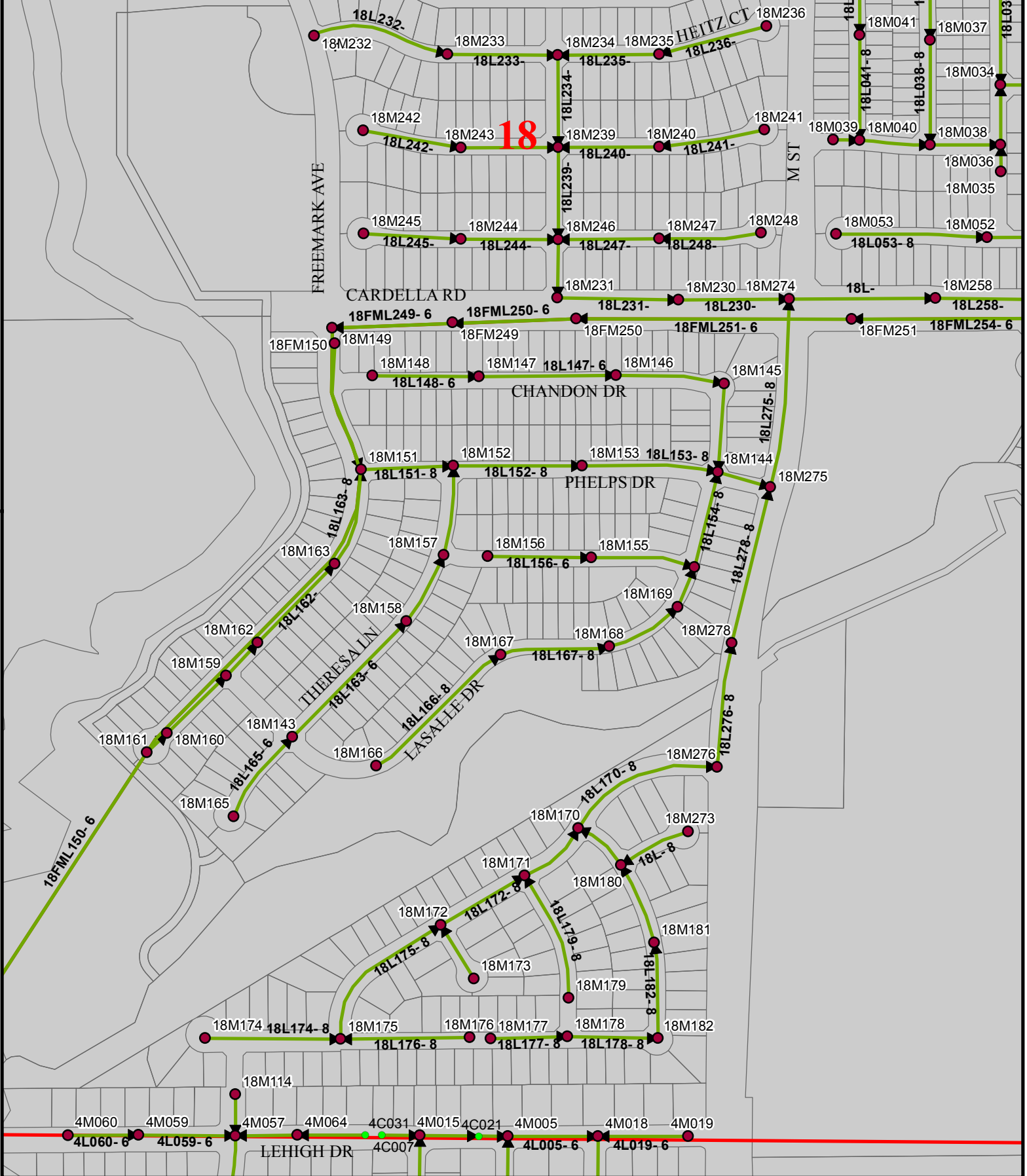
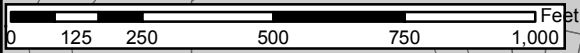
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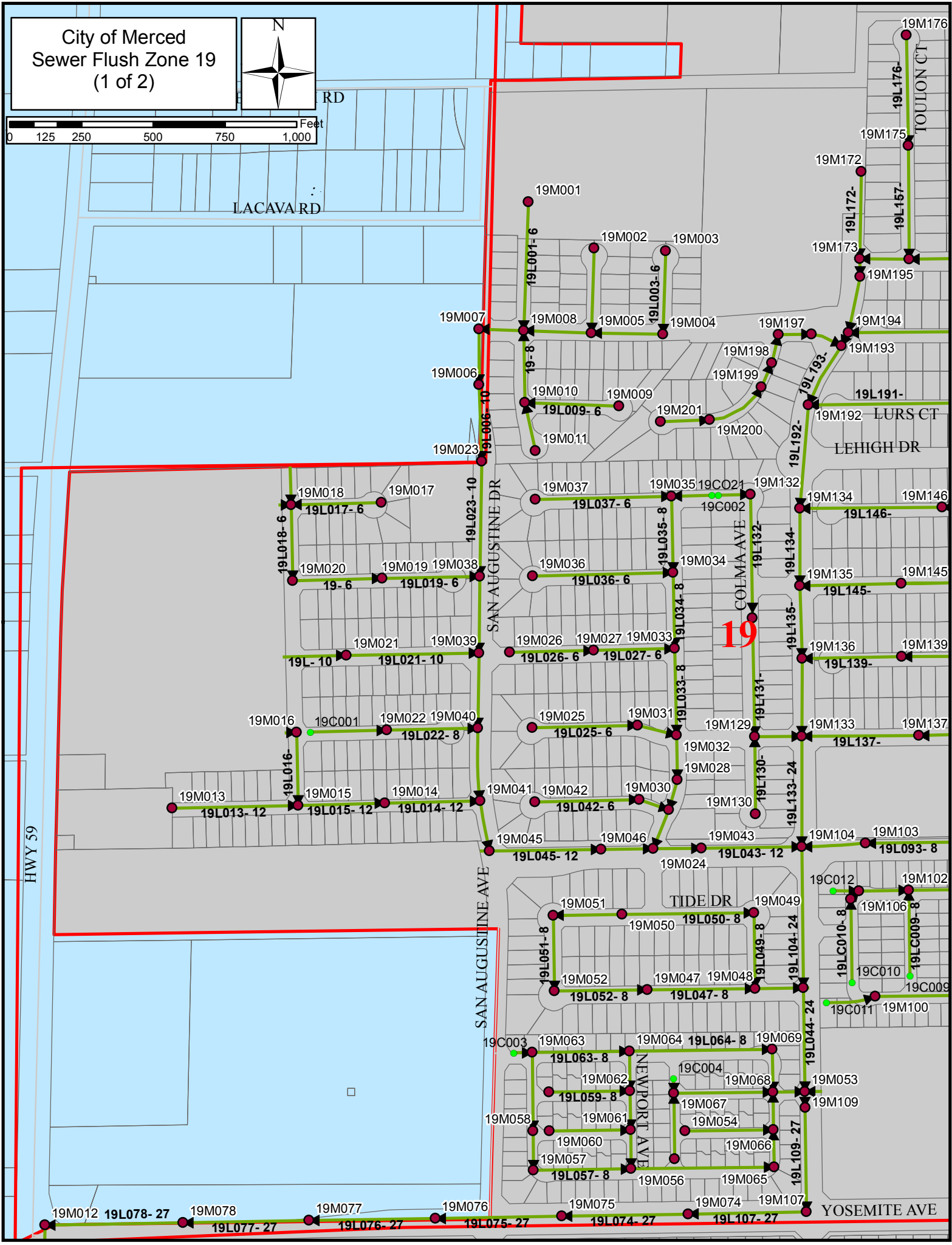
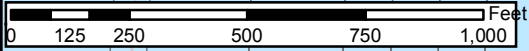
City of Merced
Sewer Flush Zone 18
(2 of 3)



City of Merced
Sewer Flush Zone 18
(3 of 3)



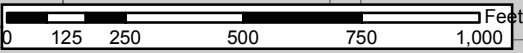
City of Merced
Sewer Flush Zone 19
(1 of 2)



City of Merced
Sewer Flush Zone 19
(2 of 2)



19



19M108
19M070
19M071
19M072
6M132
4M004

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Operation and Maintenance Program
December 16, 2014

ATTACHMENT 4D GRAVITY SEWER PIPELINE MAINTENANCE STANDARD OPERATING PROCEDURES

City of Merced * Wastewater/Sewer Maintenance

Wastewater/Sewer Standard Operating Procedures

Policy Statement

It is the policy of the Wastewater/Sewer Division to effectively manage, maintain, operate, and repair the City of Merced's sanitary sewer network so that an uninterrupted and reliable wastewater collection and disposal system is available to its users. These procedures are necessary to prevent sewer backups into homes and businesses. Proactive operations and maintenance also protects and extends the longevity of the city's collection system and costly/unsafe Sanitary Sewer Overflows (SSO'S).

The City of Merced Wastewater/Sewer Division is committed to providing excellent customer service with a personal commitment to public safety and health. It is also our policy that only trained personnel will inspect, repair, and perform maintenance ensuring our sanitary sewer network is maintained properly to protect the community and environment. The City will use employees, equipment, and/or private contractors to conduct this maintenance.

Scope of City's responsibility: **The City will maintain the city's sanitary sewer lines. Private property owners are responsible for the maintenance of private lines from the connection at the city's main line to any buildings.**

Wastewater/Sewer

This section will cover the following topics:

- Installation/Acceptance of Work by Contractor
- Wastewater/Sewer Lateral Maintenance
- Wastewater/Sewer Manhole Maintenance
- Response to Customer Complaints
- Training
- Records & Forms

1.0 Installation/Acceptance of Work by Contractor

- All new installations of Wastewater/Sewer system shall be in accordance with the City of Merced's Standard Designs for Wastewater/Sewer System.
- All re-installation or repairs to existing Wastewater/Sewer network will meet City of Merced's Standard Designs.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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- All re-installations or repair to Sewer collection pipeline will be tested and approved by an authorized person before placed in full service.

2.0 Wastewater/Sewer Lateral & Manhole Preventive Maintenance

- All sewer laterals shall be cleaned in accordance with the industry standards' recommendations and guidelines published in the appropriate maintenance manual.
- All manholes shall be vacuum cleaned of all debris annually or as identified by our manhole inspection program.
- Known problem areas that have had a sewer backup, blockage, or a known problem, such as grease accumulation or low flow, shall be cleaned on a defined maintenance schedule.
- Sewer main lines shall be cleaned by hydro-flushing annually, or as a problem occurs.
- Sewer lines will be inspected by a television camera where there are possible problems. Any lines that are located on a street where a street maintenance project is planned will be inspected prior to work starting. City will inspect any sewer lines in a new development before city accepts those lines.
- Manholes will be visually inspected annually by employees to determine if there are any problems.

3.0 Response to Customer Complaints

- All Sanitary Sewer calls will be handled immediately. The initial responder will verify the problem and the appropriate action shall be taken.
- Clearing of blockages will be accomplished by established cleaning methods.
- Notify customer if problem is within private property.
- After all blockages have been cleared, the line will be televised the next business day ensuring all problems or potential problems have been resolved.

4.0 Training

- All personnel performing sewer maintenance functions for the City of Merced will be trained and qualified.
- The City will provide training on a regular basis to employees involved in routine maintenance, emergency response, and the proper use of equipment.
- Experience in-house staff, or a recognized training provider, may give training.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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- All training given to City Personnel shall be documented by the collections system supervisor, maintained by a qualified trainer, and a copy sent to the Safety Specialist.

5.0 Records and Forms

- The City of Merced will document all of its inspections, maintenance, and emergency responses for its collection system. Records will be maintained in accordance with the City of Merced record schedule.

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ATTACHMENT 4E PUMP STATION MAINTENANCE SCHEDULE

Lift Station Schedule

Monday:

Cooper, Sydney & Hwy 140, Grogan, New Airport, Hwy 59, San Francisco, R Street, Columbia, Moraga, and Bellevue.

Friday:

Unilever, Mission, Meadows, Alfarata, Merced, Childs, Kibby & Hwy 40, E Street, Valley Forge, and Alexander.

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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ATTACHMENT 4F PUMP STATION DUTIES CHECKLIST

See next page.

City of Merced Water Quality Control - Pump and Lift Station Duties

Station: _____

Month: _____ Year: _____

WEEKLY DUTIES

Date	Time	Check pumps for prime	Check sump pits	Operate valves and seal water	Clean probe	Condition of Wet Well Floatables	Check phone	Clean stations and grounds	Oxygen 19.5-23.5%	LEL < 10%	H2S < 10 ppm	CO < 25 ppm	Acceptable Conditions	Permit required	Non Permit required	Signature

MONTHLY DUTIES

Date	Alarm Checks										Scrape and vacuum wet well	Exercise standby generator	Exercise Unilever Industrial Pumps	
	Hatch alarm		AC power		Wet well high level		Dry well flooding		Panic alarm					
	Set	Resp	Set	Resp	Set	Resp	Set	Resp	Set	Resp				

Comments: _____

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Operation and Maintenance Program
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**ATTACHMENT 4G LIFT STATION STANDARD OPERATING PROCEDURES
(SOPS)**

Lift Stations Standard Operating Procedures (Table of Contents). Copies of SOPS for each lift station are on-file at the WWTF.

Table of Contents
Title
Lift Station and Applicable Instructions for Weekly Troubleshooting Checks
Lift Station Call-Out
Checking Alarms
Setting Pump On/Off Limits and Hi-Level Alarms for Lift Stations
Cleaning Wet Wells
Plugging in Generator Power
Cleaning Seal Water Systems
Priming Pumps
Pulling Pump Procedure for Lift Stations



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Operation and Maintenance Program
December 16, 2014

ATTACHMENT 4H CUSTOMER WORK REQUEST ENTRY FORM

```
Session A - [24 x 80]
File Edit View Communication Actions Window Help
MFB2B3R          CITY OF MERCED          10/22/14
                  Work Request Entry          8:59:12

Type information, press Enter.
Requestor name . . . . .
Requesting department (F4) . PWAD      PW - ADMINISTRATION
Request origin (F4) . . . . CTTEL    CUSTOMER ON PHONE
Request category (F4) . . . SEWR      SEWER DIVISION
Work type (F4) . . . . . RTN       ROUTINE
General location (F4) . . .
LM location ID (F4) . . . .
Facility ID (F4) . . . . . Node range (F4) _____ to _____
Requested completion date . 10/22/14
Short Description
_____
_____
_____
_____
Detail Description
_____
_____
_____
_____
Bottom
F3=Exit  F4=Prompt  F5=More detail  F8=Contact  F10=Next page  F12=Cancel
_____

MR a MW 05/035
HP Desktop 6940 series on USB301
9:43 AM 10/22/2014
```



ELEMENT 5 DESIGN AND PERFORMANCE PROVISIONS

A. Design and Performance Provisions

The WDR/SSMP Design and Performance Provision requirement specifies that each Enrollee have the following:

1. Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations, and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and
2. Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances, and for rehabilitation and repair projects.

B. Sanitary Sewer Design and Specifications

A.1 Overview

Merced's design and construction standards and specifications spell out the general requirements for the installation of new sanitary sewer systems, pump stations, and other appurtenances. These requirements also apply to the rehabilitation and repair of existing sanitary sewer systems where cut and cover replacement is to be used. These sections also specify procedures and standards for inspecting and testing the installation of new sewers and pump stations.

Chapters 15.08.020 and 15.08.030 of the Merced, CA Municipal Code require the following:

Section 15.08.020 Approval of plans for sewer construction.

- A. No person, other than employees of the city, or persons contracting to do work for the city, shall construct or cause to be constructed, or alter or cause to be altered, any public sewer, any connection or industrial connection sewer over six inches in diameter, or other sewer facility within the city where existing or proposed wastewater flows will discharge directly or indirectly to facilities of the city without first obtaining approval of sewer construction plans from the City Engineer.
- B. The applicant shall submit to the City Engineer for approval, construction plans and such specifications and other details as required to describe fully the proposed sewer facility. The plans shall have been prepared under the supervision of and shall be signed by an engineer of suitable training registered in the state.
- C. Plans for sewer construction shall not be approved by the City Engineer for any facility which will convey industrial wastewater unless the discharger has first obtained a permit for industrial wastewater discharge.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Design and Performance Provisions
December 16, 2014

- D. Plans for sewer construction shall meet all design requirements as established from time to time by the City Engineer. The construction work shall be performed by a properly licensed contractor. Inspection of all sewer construction under this section shall be made by personnel of the city in the manner described in Section 15.08.030. An approval of plans for sewer construction shall expire one year after date of approval unless construction has been initiated.
- E. Approval of plan for sewer construction and trunk sewer connection permits are not transferable from one person to another person or from one location to another location. (Ord. 1489 § 1 (part), 1983).

Section 15.08.030 Inspection of construction.

- A. All sewer to be attached to the city sewer system shall be inspected by personnel of the city during construction. At least forty-eight hours prior to cutting into a city sewer, the city shall be notified. In making a connection to a city sewer, no physical alteration of the city's facilities shall commence until an inspector is present.
- B. No wastewater shall be discharged into any public sewer prior to obtaining inspection and approval of sewage construction by the city. Following satisfactory completion of construction, the city will issue a construction inspection certificate upon request. (Ord. 1489 § 1 (part), 1983).

C. Sanitary Sewer Construction and Performance Provisions

Merced's design and construction standards and specifications spell out the general requirements for the installation of new sanitary sewer systems and also specify procedures and standards for inspecting and testing the installation of new sewers and pump stations. Merced's standard designs and construction standards are located on the web page under Engineering Division "Standard Designs AutoCAD Drawings - PDF Format". (There is also a similar tab for AutoCAD format.) Under this tab are standard drawings for various types of projects.

Attachment 5A contains the Table of Contents (TOC) - Standard Designs - S1-S18. The introduction to the design standards references the following associated standards and specifications:

The book, "Standard Specification for Public Works Construction", 2000 Edition (SSPWC) is the basis for these "City of Merced Standard Designs of Common Engineering Structures". All work shall conform to the Standard Specifications as augmented by these City of Merced Standard Designs of Common Engineering Structures, and where reference is made, to the "State of California, Business, Transportation and Housing Agency, Department of Transportation Standard Specifications, May 2006" (also referred to as State Specifications of State Specs). The "Work Area Traffic Control Handbook" (WATCH), is adopted as supplemental referral, and is available at City of Merced Engineering Department. The "City



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Design and Performance Provisions
December 16, 2014

of Merced Standard Designs of Common Engineering Structures" is also referred to as "City Standard Plans".

The City of Merced has adopted California Test 216 (Dry Density) for all compaction testing within the city limits and for any work done on behalf of the City.

All public works and any work in the public right-of-way must be accomplished under a permit issued and inspected by the City. Any portion of the work not inspected may be rejected. Contact the Inspection Services Department at least 24 hours (including one full working day) in advance of each required inspection to place an inspection request.

If any City Standard conflicts with State or Federal law, regulation, rule, policy, standard or requirement, it is the responsibility of the Builder/Developer/Contractor to follow the more stringent of the same. Please bring any conflict to the attention of the City Engineer.

For inspection and acceptance, an engineering technician will spot check new construction about once per day. When the developer indicates that the construction is complete, an air test is performed with the engineering technician on site during the air test to observe the results. After the new piping has passed the air test on sewer mains, the City will then clean and inspect the pipeline using the closed circuit television inspection equipment owned by the City. The CCTV record will serve as a baseline for comparison in subsequent routine O&M program CCTV assessments.

D. Attachments

Attachment includes the following:

Attachment 5A Table of Contents (TOC) - Standard Designs - S1-S18

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Design and Performance Provisions
December 16, 2014

ATTACHMENTS

ATTACHMENT 5A TABLE OF CONTENTS (TOC) – STANDARD DESIGNS – S1-S18

Number	Title
S-1	Sewer Manhole Detail
S-2	Drop Manhole
S-2A	Inside Drop Manhole
S-3	Manhole Frame & Cover
S-3A	Large Size Manhole Frame & Cover
S-4	Standard Deleted
S-5	Typical Grease Interceptor
S-5A	Typical Sand & Oil Interceptor
S-5B	Sampling Manhole
S-5C	General Requirements for Grease, Sand & Oil Interceptors
S-5D	General Requirements for Grease, Sand & Oil Interceptors
S-6	Swimming Pool Indirect Waste System
S-7	Sewer Lateral
S-8	Sanitary Sewer Data
S-9	Sewer System Testing
S-9A	Sewer Manhole Testing
S-10	Low Pressure Air Test Table
S-11	PVC Sanitary Sewer
S-12	Standard Deleted
S-13	Standard Superseded
S-14	Sewer Lateral Abandonment
S-15	New Manhole / Existing Sewer
S-16	Industrial Waste Monitoring Station – Access Box Type
S-17	Industrial Waste Monitoring Station – Manhole Type
S-18	Portable Generator Connections for Sewer & Storm Drain Pump Stations

ELEMENT 6 OVERFLOW EMERGENCY RESPONSE PLAN

A. Overflow Emergency Response Plan Requirements

The WDR specifies that each Enrollee shall develop and implement an Overflow Emergency Response Plan (OERP) that identifies measures to protect public health and the environment. At a minimum, this plan must include the following:

1. Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner.
2. A program to ensure an appropriate response to all overflows.
3. Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the Monitoring and Reporting Program (MRP). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification.
4. Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained.
5. Procedures to address emergency operations, such as traffic and crowd control, and other necessary response activities.
6. A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States, and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

B. Notification Procedures

Sanitary Sewer Overflow notification procedures are contained in the City of Merced's SSO Response Plan (SSORP) manual. The procedures are in a three ring binder and are available to all Wastewater Division personnel responsible for responding to SSOs, mitigating SSOs, and reporting SSOs. The notification and chain of communication chart are shown in Figure 2-2 of the SSMP and in more detail in the SSORP. The complete written SSORP, including names and contact information, is located in Appendix 6A. Whenever SSO procedure updates are necessary, they are made and a revised date is placed on each page of the procedure. This helps to ensure timely SSO response, migration, and reporting.



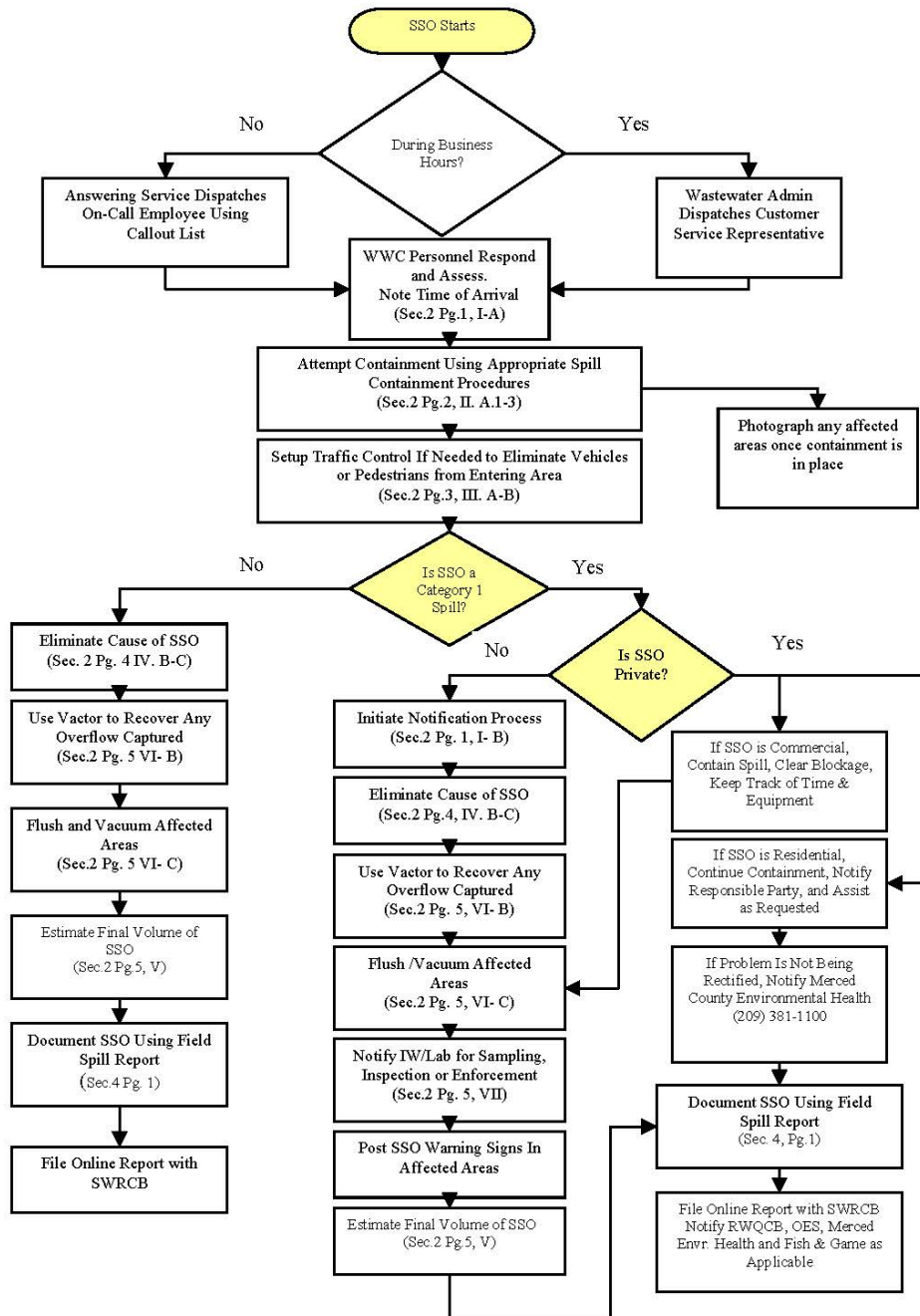
CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Overflow Emergency Response Plan
December 16, 2014

C. Response Program

The Wastewater Division has developed procedures for responding to SSOs. The purpose of these procedures is to ensure that all SSO responses are handled efficiently and effectively, and that all regulatory requirements are met. Collection Systems Division staff is required to know and follow these procedures. These procedures are summarized as follows.

Figure 6-1 Sanitary Sewer Overflow Response Procedures



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Overflow Emergency Response Plan
December 16, 2014

D. Regulatory Notification Procedure

The Public Works Manager is the legally responsible official (LRO) to certify SSO reports that have been submitted to SWRCB data base. The Public Works Director and Collections System Supervisor are also authorized to report SSO to the SWRCB, RWQCB, OES, and Health Department if the Public Works Manager is unavailable.

E. Staff and Contractors Training

The Wastewater Division has established and implemented the following SSO response training and documentation:

1. Wastewater Division employees are required to complete SSO response training and periodically cover spill response throughout the year during the weekly safety tailgate meetings.
2. Contractors are provided with the City's wastewater collection system policies and procedures and, per contract, are required to train all of their employees on the City's Wastewater Division's policies and procedures prior to performing work on the City's wastewater collection and conveyance system.

F. Emergency Response Coordination

The Emergency response coordination procedures for SSOs are specified in the SSORP.

G. Spill Mitigation and Containment Procedure

The Wastewater Division has written an SSO emergency response plan and has created a Standard Operating Procedure (SOP) for spill mitigation and containment plan. The SSORP is included in Attachment 6A.

H. Attachments

Attachment includes the following:

Attachment 6A Sanitary Sewer Overflow Response Plan (SSORP)

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Overflow Emergency Response Plan
December 16, 2014

ATTACHMENTS

**ATTACHMENT 6A SANITARY SEWER OVERFLOW RESPONSE PLAN
(SSORP)**

Begin on next page.

City of Merced
Public Works - Sewer

Sanitary Sewer Overflow Response Plan

For the City of Merced's Sanitary
Sewer Collection System





City of Merced

Sanitary Sewer Overflow (SSO) Response Plan

July 2014

revised from 2007

City of Merced
Public Works Department
1776 Grogan Ave
Merced, CA 95341

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- Figure 4-3 Construction Related SSO Notification, Response and Reporting Procedures

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- Table 4-1 Downstream Water Purveyors

Appendices

- Appendix A SSO Standard Operating Procedure
- Appendix B SSO Clean up and Remediation Standard Operating Procedure
- Appendix C SSO Flow Estimation Methods
- Appendix D SSO Sampling Procedure
- Appendix E SSO Reporting and RWQCB SSO Questionnaire
- Appendix F List of Septage Haulers
- Appendix G Caution Signs

Term Definitions

Category 1 SSO: Any discharge that is greater than or equal to 1,000 gallons and/or discharges to a drainage channel or surface water and/or any discharge that reaches a storm drain and is not fully captured.

Category 2 SSO: All other discharges resulting from the failure of the City's maintained sanitary sewer system.

Composite Sample: A collection of individual samples obtained at regular intervals.

Grab Sample: A single sample collected at a particular time and place which represents the composition of the wastewater at that particular time and place.

Lateral: A sewer branch line that reaches from the main sanitary sewer line to individual properties/buildings.

OES: Office of Emergency Services

Private Lateral SSO: Sewage discharges that are caused by blockages or other problems within a privately owned sanitary sewer lateral.

Potable Water: Water that does not contain objectionable pollution, contamination, minerals, or infective agents and is considered satisfactory for drinking.

Purveyor: An agency or person that supplies water (usually potable water).

RWQCB: Regional Water Quality Control Board

SSO: Sanitary Sewer Overflow, any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system.

Section 1 Introduction

1.1 Introduction

On May 2, 2006, the State Water Resources Control Board (SWRCB) adopted Order No. 2006-0003-DWQ (Order). The Order requires all federal and state agencies, municipalities, counties, districts, and other public entities (Enrollees) that own or operate sanitary sewer systems greater than one mile in length that collect and/or convey untreated or partially treated wastewater to a publicly owned treatment facility in the State of California to comply with the Statewide General Waste Discharge Requirements (WDR). The WDR outlines requirements for Enrollees to ensure that a system-wide operation, maintenance, and management plan is in place to reduce sanitary sewer overflows (SSOs) within the state.

Major causes of SSOs include: grease blockages, root blockages, sewer line flood damage, manhole structure failures, vandalism, pump station mechanical failures, power outages, excessive storm or ground water inflow/infiltration, debris blockages, sanitary sewer system age, construction material failures, lack of proper operation and maintenance, insufficient capacity and contractor-caused damages. Many SSOs are preventable with adequate and appropriate facilities, source control measures, and effective operation and maintenance of the sanitary sewer system.

1.2 Sewer System Management Plan

Under the WDR each Enrollee must develop and implement a Sewer System Management Plan (SSMP). The SSMP must include provisions to provide proper and efficient management, operation, and maintenance of the sanitary sewer systems. Additionally, the SSMP must contain a Sanitary Sewer Overflow Response Plan (SSORP) that establishes standard procedures for immediate response to an SSO in a manner designed to minimize water quality impacts and potential nuisance conditions.

Elements of the SSORP include: proper internal notification procedures, appropriate response to all overflows, procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities, procedures to ensure that appropriate staff and contractor personnel are aware of the SSORP and are appropriately trained. Procedures to address emergency operations such as traffic and crowd control and a program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from an SSO.

1.3 Purpose

The purpose of the SSORP is to satisfy the requirements of the WDR. The ultimate purpose of the SSORP is to provide procedures to effectively manage the response and the remediation of an SSO when it occurs in an effort to protect public health as well as the environment.

1.4 Distribution of SSORP

This SSORP covers procedures for responding to SSOs within the City of Merced to minimize the adverse effects on water quality and beneficial use. Updates reflecting changes in policies, procedures and contacts may be made as needed to achieve the objectives of this plan.

Copies of this plan will be distributed to the following city personnel:

Director of Public Works - Water Resources & Reclamation
Public Works Manager - Water Quality Control
Public Works Supervisor - Sewer Collections and Storm Drains
Public Works Administrative Staff
Environmental Control Office Manager
Environmental Control Office Staff
Fire Department
Police Department

1.5 Training

The City of Merced's Public Works Department Sewer and Storm Division will schedule and document training sessions for applicable city staff as needed to assist in the awareness of the policies and procedures contained within this SSORP and to ensure that the various personnel involved are aware of their responsibilities and duties.

Section 2 Internal Notification

2.1 Receipt of SSO Notification

SSOs can be detected by city personnel, construction contractors or the public. During normal working hours, Monday through Friday from 7:30 am to 4:30 pm, the public can call the Public Works department at (209) 385-6800 to report SSOs. After hours the Public Works phone system redirects incoming phone calls to the Dispatch Center at (209) 385-6905.

Once the initial call is made reporting the SSO, the report is dispatched to the Sewer and Storm Drain Supervisor during normal working hours or to the On-call Supervisor after hours for response. The responding employee is responsible for determining whether additional city personnel are necessary to aid in containment, clean-up and remediation. Refer to Table 2-1 for internal contact information.

Table 2-1 Internal Contact Information

Administrative			
Title	Name	Office Number	Cell
City Manager	John Bramble	(209) 385-6834	
Director of Public Works - Water Resources & Reclamation	Ken Elwin - Interim	(209) 385-6846	(209) 564-0055
Public Works Manager - WQC	Bill Osmer	(209) 385-6892	(209) 564-0380
Public Works Supervisor - Sewer/Storm Drains	Richard Chaparro	(209) 385-6800	(209) 564-0058
Engineering			
City Engineer	Ken Elwin	(209) 385-6846	(209) 564-0055
Assistant Engineer	Ken Elliott	(209) 385-6934	
Engineering Tech IV	Sam Royal	(209) 385-6208	
Sewer / Storm Drain Division			
Electrician	Richard Moore		(209) 564-0260
Flusher 1	Employees Rotate Carrying Phones		(209) 564-9089
Flusher 2			(209) 564-9090
Flusher 3			(209) 564-9091
Sewer Standby			(209) 564-2525
Wastewater Treatment Facility			
Operations Supervisor	Charles Slagter	(209) 385-6207	(209) 564-0425
Operations Supervisor	Keith Riedeman	(209) 385-6215	(209) 564-0422
Water Quality Control Office			
Water Quality Control Manager	Bill Osmer	(209) 385-6892	(209) 564-0380
Environmental Control Supervisor	Lorraine Carrasquillo	(209) 388-8777	(209) 564-0419
Environmental Control Officer I	Jeremy Geiger	(209) 385-6209	(209) 564-6984
Environmental Control Officer I	Mary Grissom	(209) 385-6893	(209) 564-0386
Environmental Control Officer I	Beth Ball	(209) 385-6949	

Table 2-1 Internal Contact Information (cont)

Police Department	
Name	Office Number
Dispatch	(209) 385-6905
Non-Emergency Number	(209) 385-6905
Fire Department	
Dispatch	(209) 385-6905
Station 51 (Administration)	(209) 385-6876
Station 52	(209) 385-6877
Station 53	(209) 385-6878
Station 54	(209) 385-6879
Station 55	(209) 385-6244

Section 3 SSO Category Description, Notification and Reporting Requirements

3.1 Category 1 SSO

Description: A discharge to a drainage channel and/or surface water; a discharge to a storm drain pipe that was **not** fully captured and returned to the SS system.

- A) Contain SSO.
- B) Call out SS Collection System Personnel.
- C) Did SSO reach a surface water body?
 - 1. No, or less than 1,000 gallons
Submit draft report to CIWQS within 3 days. Certify report within 15 days.
 - 2. Yes, and only when greater than 1,000 gallons.
Call California Office of Emergency Services (OES) at (800) 852-7550 as soon as possible, but no later than two (20 hours) after.
Knowledge of the discharge, notification is possible; and, notification can be provided without substantially impeding cleanup or other emergency measure, notify the OES and obtain a notification control number.
Submit draft report to CIWQS within 3 days.
Certify Report within 15 days
Submit SSO Technical Report within 45 days after the end date when greater than 50,000 gallons.
 - 3. Complete SSO information sheet.

3.2 Category 2 SSO

Description: Greater/equal to 1,000 gallons that **do not** reach surface water, a drainage channel, or a Municipal Separate Storm Sewer System (MS4), unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

- A) Contain SSO.
- B) Call out SS Collection System Personnel.
- C) Complete SSO Information Sheet.
Submit Draft Report to CIWQS within 3 days.
Certify report within 15 days.

3.3 Private Lateral SSO

Description: Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

Notification: No outside agency notification required on Private Lateral SSOs, unless SSO meets Category 1 description, or a Category 2 that reached a drainage channel and/or surface water, or a Category 2 that discharges to a storm drain pipe. See SSO SOP Appendix B.

Reporting: Complete field SSO report form.
Online electronic reporting at the discretion of the City

3.4 Construction Related SSO

Description: The WDR specifies that “temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, etc) are considered to be part of the sanitary sewer system, and discharges into these temporary storage facilities are not considered to be SSOs”.

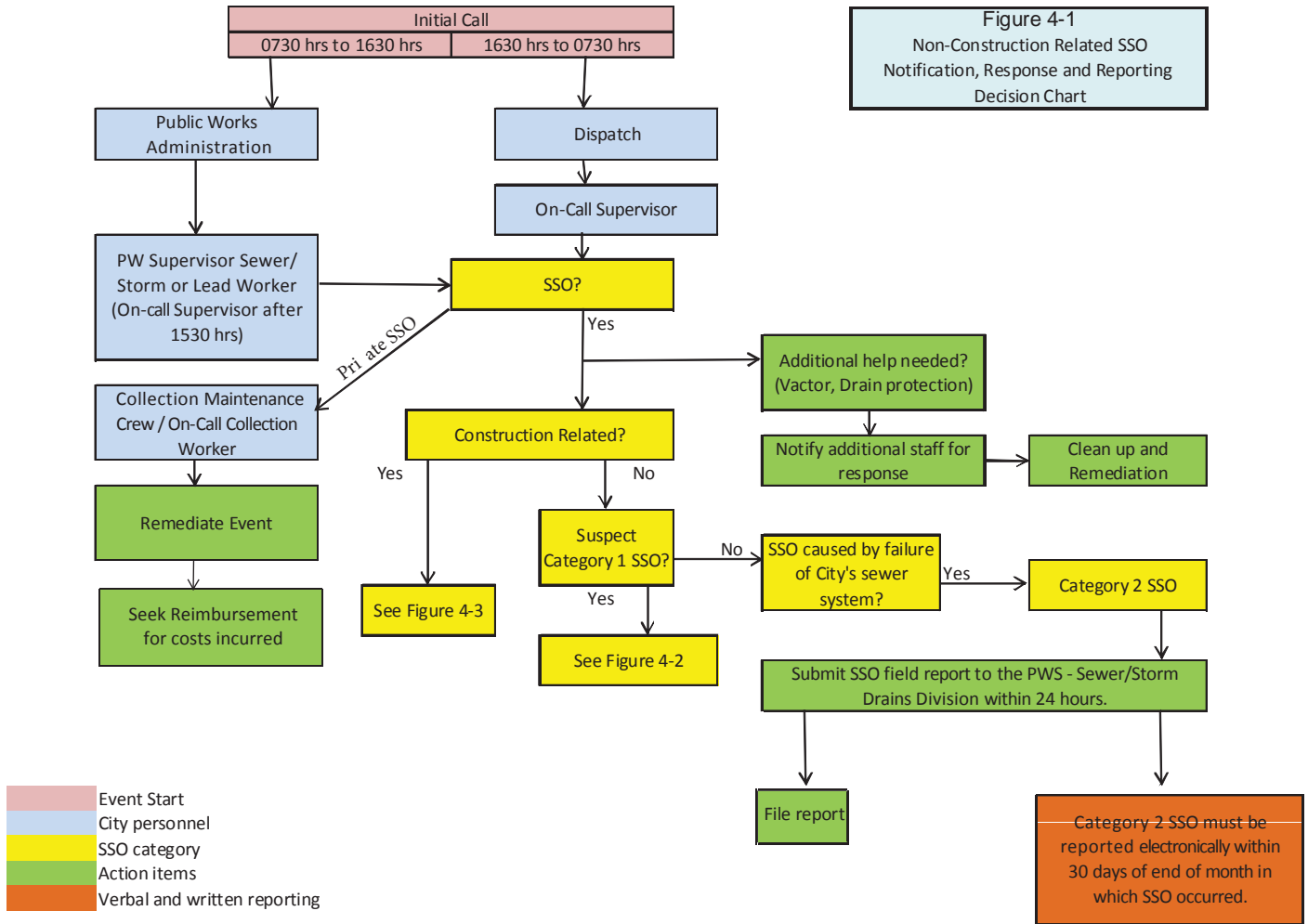
Notification: No outside agency notification required on Construction Related SSO's, that is contained within trenches or temporary structures.

Reporting: Complete field SSO report form.
Online electronic reporting at the discretion of the City if not Category 1 or 2 SSO.

Section 4 Notification, Response and Reporting Procedures

4.1 Procedures

The procedures listed in Figures 4-1 and 4-2 will aid in providing an appropriate response to SSOs. For additional information regarding SSO clean-up, sampling and flow estimation, please see the Appendix section of this plan.



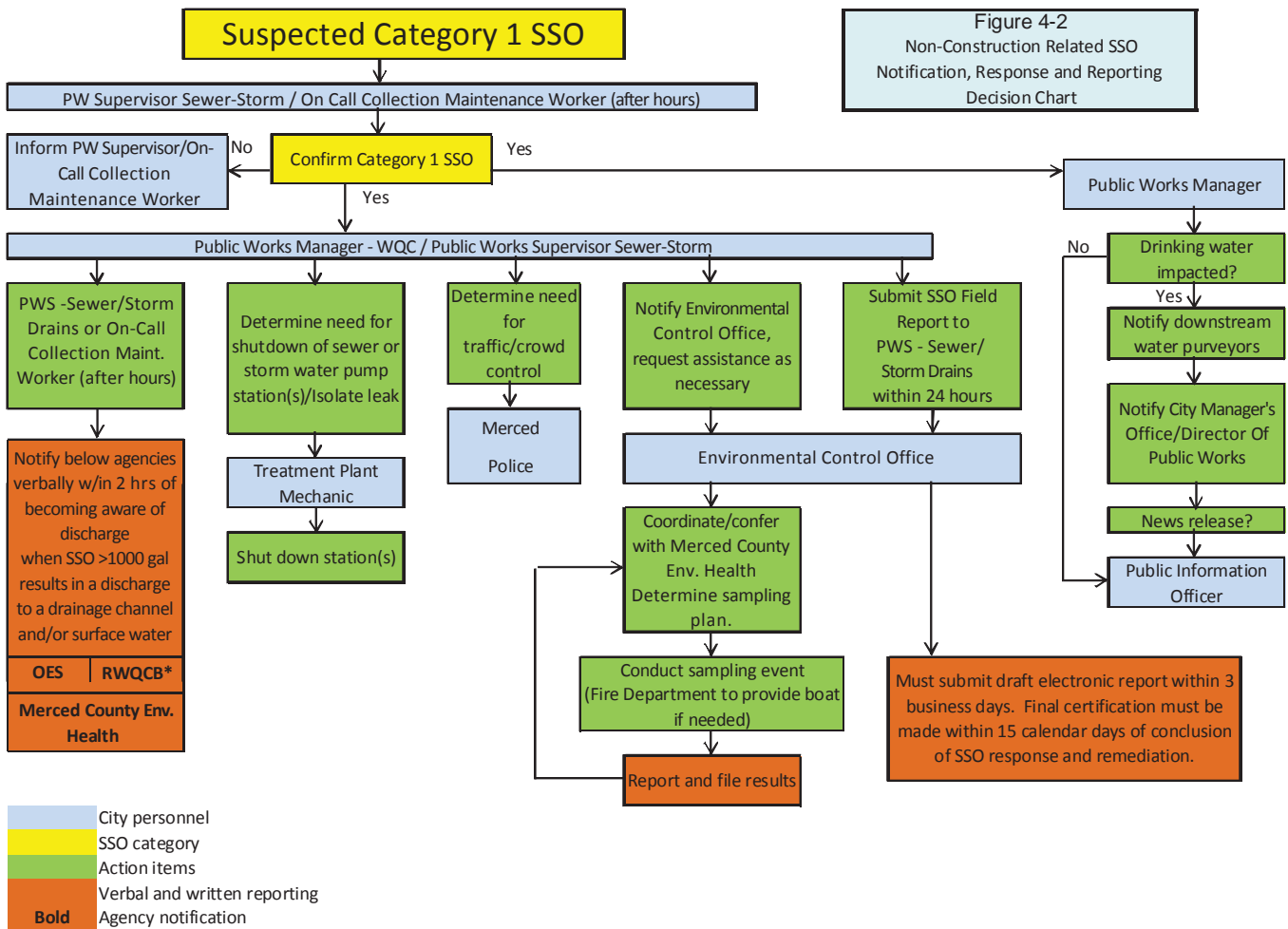
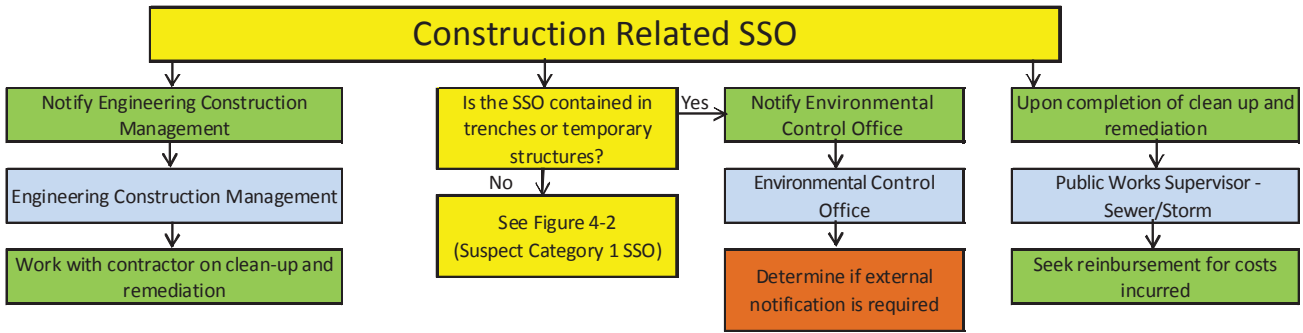


Figure 4-3
Construction Related SSO
Notification, Response and Reporting
Decision Chart



- City personnel
- SSO category
- Action items
- Verbal and written reporting

4.2 Description of Responsibilities

Public Works Administration or Police Dispatch after hours	Receive initial call and dispatch staff for response
On-Call Sewer Standby Employee	Investigate and assess SSO Contact additional staff for assistance Correct cause Contain SSO Post signs Clean-up
PW On-Call/ Standby Supervisor	Provide initial response for after hour calls Investigate and assess SSO Contact additional staff for assistance Contain SSO Post signs Clean-up
Sewer/Storm Drain Worker	Investigate and assess SSO Contact additional staff for assistance Correct cause Contain SSO Post signs Clean-up
PW Supervisor-Sewer/Storm	Dispatch response staff Investigate and assess SSO Direct response staff Communicate with City Divisions SSO documentation Contain SSO Clean-up Initiate SSO report requirements Submit SSO field report Review SSO field reports Finalize report Submit electronic SSO report
Engineering Construction	Work with contractor on construction related SSOs
On-Call Treatment Plant Mechanic Instrumentation Technician	Operation of sanitary/storm pump stations SCADA

Public Information Officer (PIO)	Issues news release Media notification
Public Works Manager - WQC	Determine whether drinking waters are impacted from SSO Provide information to PIO/City Manager/Public Works Director Certify electronic SSO report
Merced Fire Department	Provide boat Emergency response
Merced Police Department	Traffic and crowd control
Environmental Control Officer	Preparation of additional requirements involving SSO Coordinate with Merced County Environmental Health Direct sampling operations as necessary Provide requested information on SSO Collect / analyze samples Route samples for analyses

4.3 Signage

Contamination warning signs shall be posted at SSO sites when the SSO is in a public area and/or enters a waterway or based on requirements issued by outside regulatory agencies until the site is determined to be cleaned. Contamination warning signs shall be posted by Collection Maintenance personnel. The warning signs serve to provide a warning of potential health risks due to sewage contamination. See Appendix G.

4.4 Downstream Notification

In the event of an SSO discharge to surface water, a determination will be made by the Public Works Manager whether drinking water for water purveyors downstream will become impacted. Table 4-1 identifies downstream water purveyors. If necessary, contact should be made and information regarding the SSO relayed.

Table 4-1 Downstream Water Purveyors

Purveyor Name	Phone Number
County of Merced	Main: (209) 381-1100
Merced Irrigation District	Main: (209) 722-3041
Turner Island Water District	Phone Number Unknown

Section 5 Impact Mitigation

5.1 Standard Operating Procedures

When an SSO occurs, all feasible steps must be taken to prevent impacts including controlling or limiting the amount of wastewater to the storm drain system and/or surface waters, terminating the discharge and recovering and properly disposing of as much of the SSO as possible including wash down water that is used. Standard Operating Procedures (SOPs) have been developed and implemented covering cleanup and remediation of SSOs. These SOPs are found in the Appendix B of this Plan.

5.2 Collection System Failures

In the event of a failure on a sewer main line, sewer forced main, pump station or any other portion of the sanitary sewer collection system, it may be necessary to notify upstream industrial dischargers of the situation and request that they reduce their sewer discharge. Additionally, some sanitary sewer pump stations are fed by other sanitary sewer pump stations within the system. Should this be the case, upstream pump stations will need to be turned off so repairs can be made. Continuous monitoring of pump station wet well levels shall be conducted to ensure that the capacity is sufficient for the time the pump station is off. Large failures may require an extended amount of time for repair. Bypass pumping (manhole to manhole) and/or mobile sewage collection may be necessary with prolonged repair. If necessary, City staff will coordinate with commercial septage haulers for assistance. See Appendix F for listing of septage haulers.

5.3 Discharges to Storm Drains or Surface Waters

If an SSO has entered or is entering a storm drain, steps should be taken to prevent further discharge from entering and isolate the impacted portion of the storm drain system to prevent the wastewater from reaching a waterway. It may be possible to isolate the SSO by switching storm water pumps off. The contained wastewater can then be collected and discharged back into the sanitary sewer system.

Once an SSO reaches surface waters it might not be possible to contain and remove the wastewater. Focus should be made on limiting the amount entering the surface waters, debris removal and sampling to determine the extent of the contamination.

Procedures for responding to SSO discharges to storm drains or surface waters can be found in Appendix B. The sampling SOP can be found in Appendix D.

5.4 Traffic and Crowd Control

Traffic and crowd control measures vary based on the size of the SSO and its location. When appropriate, local police, fire department and other city personnel should be notified and requested to assist in traffic and crowd control.

5.5 Cleanup

SSO sites must be thoroughly cleaned after the SSO such that no identifiable residue remains, such as rags, sewage solids and other debris. Solids and debris must be collected and disposed of properly. Several actions must be taken to properly cleanup and mitigate potential effects, including but are not limited to:

- Application of absorbent material;
- Removal of contaminated soil and used absorbent;
- Flushing the SSO site with relatively clean water;
- Return of all wash-down water to the sanitary sewer.

5.6 Public Interaction

The public may be present during an SSO. Access to the affected area should be restricted to authorized personnel only. Efforts should be made to warn the public as to the dangers of coming into contact with raw sewage (see Section 4.3 Signage).

5.7 Media Notification

If necessary, when public health could be affected the City's PIO will issue a news release related to the SSO.

5.8 Residential Claims

If an SSO in the City's maintained system resulted in a flooded home or structure the City's insurance carrier will be the lead on any claims.

Appendix A



Sanitary Sewer Overflow

Issued: 9-3-13

Council Approved:

Revised:

Public Works Department

Completion of Sanitary Sewer Overflow Report

Definitions/Instructions as they appear on Report

SSO – Sanitary Sewer Overflow, any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system.

Estimate Volume of discharge – Total volume of SSO.

Location – Physical address of SSO.

Description – Type of area where SSO is located.

Source – Where is the SSO coming from?

Cause – What was the cause of the blockage?

Route of Flow – Describes the direction of flow and the area(s) that the wastewater flowed over and/or through.

Destination – Final destination, describes the area that the wastewater ultimately reached.

Clean Up /Recovery– Describes procedures, equipment used and estimated volume of recovered material.

Remediation – What was done to correct the SSO? Who did repair/cleared blockage? Who inspected job?

Ways to Prevent Recurrence - What can be done to prevent the event from happening again?

Was the blockage/problem in the City owned collection system – (e.g., Forced Mains, Lift Stations, etc.)

Category 1 SSO – Meets at least one (yes) of the questions listed SSO Category 1 Determination table.

Category 2 SSO – Sewer overflow that does not meet any of the requirements of a Category 1 SSO, but caused by problems in the City owned collection system.

SSO Volume – Estimated volume, reference item 4 of report. The sum of the three lines should equal the total volume.

Response – What was done to SSO and the cause of SSO?

Samples Taken – If samples are necessary, contact the Environmental Control Office.

Notification – Notify the following individuals/agencies according to the following:

OES – Category 1 overflow, must be notified **within 2 hours** of becoming aware of discharge if the SSO reached a surface water body and is greater than 1000 gallons.

Merced County Env. Health – Category 1 overflow, must be notified **within 2 hours** of becoming aware of discharge if the SSO reached a surface water body and is greater than 1000 gallons.

Regional Board - Category 1 overflow, must be notified **within 2 hours** of becoming aware of discharge if the SSO reached a surface water body and is greater than 1000 gallons.

Environmental Control Office - As necessary to aid in remediation.

Collection Supervisor - As necessary to aid in remediation and cleanup.

Mechanics – If necessary to shut down sanitary sewer lift station.

Business/Contractor – As necessary to aid in remediation and cleanup.

Appendix B



Public Works Department

Sanitary Sewer Overflow

Issued: 9-3-13

Council Approved:

Revised:

Administrative Staff

1. Upon receipt of call, staff shall document applicable information on Work Order form.
2. Staff will dispatch applicable utility crew for response.

Responding Staff

1. Staff responding to the incident shall promptly investigate the cause and stop the sanitary sewer overflow. **Appropriate safety procedures shall be observed.**
2. Staff responding should make every attempt to protect storm drain inlets and entrances to waterways from the overflow material.
3. If extra help is necessary, staff should immediately notify their Supervisor or the lead worker in-charge in their absence, and call for extra help (Mechanics, Collection Workers or Environmental Control Officers). The number of extra help depends on the severity of the incident.
4. Staff responding to the incident must complete the **Sanitary Sewer Overflow Report (attached)**. This report will be submitted to the PWS-Sewer/Storm Drains **no later than 24 hours after the incident**.
 - a. In the event that the sewer overflow occurs on a weekend or holiday, the Sanitary Sewer Overflow Report will be submitted to the PWS-Sewer/Storm Drains on the next scheduled workday.
5. Note the time of dispatch and arrival on scene.
6. Upon arrival promptly investigate the cause and stop the sanitary sewer overflow. **Appropriate safety procedures shall be observed.**
 - a. Note the start and stop time that the overflow occurred.
7. Contact additional help as necessary to aid the clean up/remediation efforts.
 - a. The Vactor truck(s) should be dispatched immediately.
 - b. If necessary, contact WWTF to shut down sanitary sewer pump stations.
 - c. If necessary, contact staff to bring appropriate protection mechanism(s) from Corp Yard.
8. Determine the direction of flow.
 - a. Determine whether overflow has entered storm drain collection system, ditch or canal.
 - i. Determine the final destination.
 - b. Install appropriate mechanism to divert or contain the flow to protect storm drain inlets.
 - i. Make every effort to contain overflow above ground

Appendix B



Sanitary Sewer Overflow Clean up & Remediation

Issued: 9-3-13
Council Approved:
Revised:

Public Works Department

Spill contained above ground

(Streets, Sidewalks, Driveways)

1. Protect public from the area.
2. Immediately begin collecting overflowing/overflowed material with Vector Truck.
3. Wash down the impacted area.
 - a. Collect all wash water.
 - b. Dispose of wash water into sanitary sewer.

(Soil, Equipment)

1. Collect any debris.
2. Wash equipment with bleach solution.
 - a. Collect wash down water and dispose of into sanitary sewer.
3. Remove or decontaminate contaminated soil/plants.
 - a. Collect wash down water and dispose of into sanitary sewer.

Spill entering/entered storm drain collection system

1. Protect public from the area.
2. Immediately begin collecting overflowing/overflowed material with Vector Truck.
3. Install mechanism to prevent SSO from further entering storm drains or surface waters.
4. Determine how far downstream the overflowing/overflowed material has reached.
 - a. Once determined, go to next manhole downstream.
5. Turn off storm water pump station(s).
 - a. This item might not be possible during rain event.
6. Collect all material contained within the impacted storm drain collection system.
7. Wash down the impacted area.
 - a. Collect all wash water with Vector truck.

Appendix B



Sanitary Sewer Overflow Clean up & Remediation

Issued: 9-3-13
Council Approved:
Revised:

Public Works Department

Spill has entered a waterway

1. Protect public from the area.
2. Make every effort to stop the flow from entering the waterway.
3. Begin collecting the wastewater.
4. Contact the Environmental Control Office
5. Remove debris.
6. Remove or decontaminate contaminated soil/plants.
 - a. Collect wash down water and dispose of into sanitary sewer.
7. Place warning signs around the impacted area.
8. Collect water samples for analysis. See sampling guidelines contained within the SSO Response Plan.
 - a. This item will usually be conducted by Environmental Control Office.

Public Works Supervisor - Sewer/Storm Drains

1. Once the Sanitary Sewer Overflow (SSO) Report has been received, it must be electronically entered into the State Water Resources Control Board's Sanitary Sewer Overflow database, which is accessed through California Integrated Water Quality System (CIWQS) <http://ciwqs.waterboards.ca.gov>, based on category of spill.
 - a. Category 1 spills/overflows must go through "Draft Submittal" (SSO database) within 3 days after overflow occurred and must be certified (finalized) by the Legally Responsible Official within 15 days of the conclusion of the response and remediation. Upon conclusion, ensure that "Ongoing Investigation" item is correctly answered in the SSO database.
 - b. Category 2 spills/overflows must be reported within 30 days after the month in which the spill occurred.
 - c. If no spills occurred in the month, a "No Spill Certification" must be completed within 30 days of the end of that month.
2. PWS - Sewer/Storm Drains will submit a copy of completed reports to the Public Works Manager - WQC.
3. Wastewater Collections Staff will file original report in the Sanitary Sewer Overflow binder.
4. After determining the responsible party (i.e. contractor, engineering, etc), staff will prepare a letter/ invoice to the appropriate party requesting reimbursement of costs incurred by the city.

PW Manager - WQC During an event, Manager or designee will make direct notification to outside agencies when necessary.

Appendix C

SSO Flow Estimation Methods

Volume of the SSO can be determined using a variety of approaches. The following sections will discuss two methods that are often employed. The person preparing the estimate shall use the method most appropriate to the SSO in question. Every effort shall be made to make the best possible estimate of the volume.

Method 1 Measured Volume

This method can be used on small spills if it is not raining.

Step 1: Sketch the shape of the spill that is contained.

Step 2: Measure the length and width.

Step 3: Measure the depth in several locations.

Step 4: Convert all dimensions to feet.

$$\text{Feet} = \text{inches}/12$$

Step 5: Calculate the area using the following formulas.

$$\text{Rectangle Area} = \text{Length} \times \text{Width}$$

$$\text{Circle Area} = \text{Diameter} \times \text{Diameter} \times 0.785$$

$$\text{Triangle} = \text{Base} \times \text{Height} \times 0.5$$

Step 6: Multiply the area times the depth to get the volume.

$$\text{Volume ft}^3 = \text{Area} \times \text{Depth}$$

Step 7: Multiply the volume by 7.5 gallons/ft³ to convert it to gallons.

$$\text{Gallons} = \text{Volume} \times 7.5 \text{ gallons/ft}^3$$

Method 2 Duration and Flow Rate

Duration: The duration is the total elapsed time from when the SSO started until it stops.

Flow Rate: The rate at which the SSO is flowing. Usually expressed as gallons per second (GPS) or gallons per minute (GPM) or gallons per hour (GPH).

Pump Stations: SCADA systems can provide flow or pump run time data for sewer and storm water pump stations. Pump curves may need to be obtained to determine flow rates. The flow rates can be used to determine flow volumes. Contact the city's Treatment Plant Mechanics to obtain SCADA data.

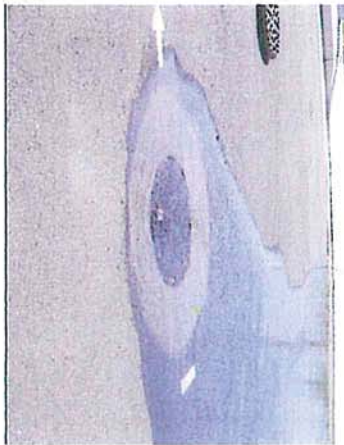
SSO Flow Estimation Pictures (see next page): Provides pictures of sewage flowing from a manhole cover at a variety of flow rates. Observations by the responding collection maintenance crew are used to select the appropriate flow rate from the chart.

City of 
Merced
Gateway to Yosemite

25 1/2" Single Pre-cast Concrete Manhole



10 GPM



25 GPM



50 GPM



100 GPM



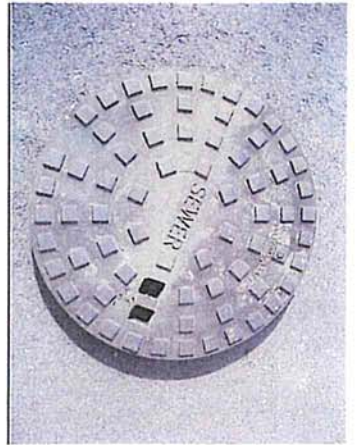
150 GPM



200 GPM

City of 
Merced
Gateway to Yosemite

25 1/2" No Pick Hole Manhole



10 GPM



25 GPM



50 GPM



100 GPM



150 GPM



200 GPM

Appendix D

SSO Sampling Procedures Sampling for Coliform (Total & e Coli), BOD and Ammonia

When sampling a SSO a minimum of three separate sample sets must be collected. One upstream of the discharge location, one at the discharge location and one downstream of the discharge location.

What you will need:

- Personnel protective equipment including latex/nitrile gloves and eye protection.
- Sub Surface Grab Sampler (used for sampling surface waters)
- *6 – 100 mL sterile plastic containers for coliform analysis. 3 for samples with 3 extra.
- *6 -1 Liter Poly containers for BOD. 3 for samples with 3 extra.
- *6 – 500 mL Poly containers preserved with H₂SO₄ for Ammonia analysis. 3 for samples with 3 extra.
- 3 – 1 Liter DI water bottles
- 3 – 1 Liter glass jars
- 3 – funnels
- Cooler with ice packs
- Chain of Custody

*Ensure that there are adequate amount of sample equipment if known more than three sample locations.

Procedure:

1. Put on all required protective equipment including latex/nitrile gloves and eye protection.
2. Use the 100 mL sterile container for coliform, 1-liter poly container for BOD and 500mL poly container for ammonia.
 - Three sets of samples are collected for each incident: up stream, entry point, downstream.
 - One set is one 1-liter bottle for BOD, one 100 mL container for coliform, and one 500 mL bottle for Ammonia (preservation with H₂SO₄ required)..
 - All samples are grabs and are collected at 6" below the surface. Samples shall be placed in coolers on ice packs during transport to the lab.
3. Once the lid is opened, the inside surface of the bottle or lid should not be touched. Care should be taken with the sample containers that contain a preservative to keep the preservation in the container.
4. Get into position to collect the sample. Try to collect the sample in the middle of the flow.
5. Avoid sampling debris or scum layer from the surface. To avoid this, the surface may need to be agitated before sampling.
6. Use a glass jar for spills and flowing material and use the Sub Surface Grab Sampler when sampling surface waters.
7. Rinse the sample collection container (glass jar, DI water bottles).
8. Collect sample in sample collection container.
9. Transfer sample from sample collection container to individual sample bottle(s). Leave approximately one inch of head space in individual sample bottles. Do not overfill.
10. Immediately, place all samples on ice and cool to 4°C.
11. Complete Chain of Custody form and take samples to Wastewater Treatment Facility Laboratory or contracted environmental laboratory.

Appendix E.1

SSO REPORTING

I. Category 1		
<p>A discharge to a drainage channel and/or surface water; a discharge to a storm drain pipe that was not fully captured and returned to the SS system.</p> <p>A) Contain SSO. B) Call out SS Collection System Personnel. C) Did SSO reach a surface water body?</p> <ol style="list-style-type: none"> 1. No, or less than 1,000 gallons. <ul style="list-style-type: none"> • Submit draft report to CIWQS within 3-days. • Certify report within 15-days. 2. Yes, and only when greater than 1,000 gallons. Call California Office of Emergency Services (OES) at (800) 852-7550 as soon as possible, but no later than two (2) hours after. <ul style="list-style-type: none"> • Knowledge of the discharge, • Notification is possible; and, • Notification can be provided without substantially impeding cleanup or other emergency measure, notify the OES and obtain a notification control number. • Submit draft report to CIWQS within 3-days. • Certify report within 15-days. • Submit SSO Technical Report within 45-days after the end date when greater than 50,000 gallons. 3. Complete the SSO Information Sheet. 		
II. Category 2		
<p>Greater/equal to 1,000 gallons that do not reach surface water, a drainage channel, or a Municipal Separate Storm Sewer System (MS4), unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.</p> <p>A) Contain SSO. B) Call out SS Collection System Personnel. C) Complete SSO Information Sheet.</p> <ul style="list-style-type: none"> • Submit Draft Report to CIWQS within 3-days. • Certify report within 15-days. 		
III. Category 3		
<p>A) Contain SSO. B) Call out SS Collection System Personnel. C) Complete SSO Information Sheet.</p> <ul style="list-style-type: none"> • Information entered and certified within 30-days after the month in which the SSO occurred. 		
IV. Private Lateral SSO		
<p>A) Contain SSO if impacting publicly owned treatment works. B) Clean up SSO if impacting publicly owned treatment works. C) Contact ECO Division. D) Contact Water Division to shut off water service in the event that the private SSO cannot be stopped.</p>		
V. Phone Contacts		
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>A) Jeremy Geiger *</p> <p style="padding-left: 20px;">(209)564-0386 (Cell)</p> <p style="padding-left: 20px;">(209) 385-6209 (Office)</p> <p>C) Mary Grissom *</p> <p style="padding-left: 20px;">(209) 564-6984 (Cell)</p> <p style="padding-left: 20px;">(209) 385-6893 (Office)</p> </td> <td style="width: 50%; vertical-align: top;"> <p>B) Lorraine Carrasquillo *</p> <p style="padding-left: 20px;">(209) 564-0419 (Cell)</p> <p style="padding-left: 20px;">(209) 388-8777 (Office)</p> <p>D) Richard Chaparro</p> <p style="padding-left: 20px;">(209) 564-0058 (Cell)</p> <p style="padding-left: 20px;">(209) 385-4715 (Office)</p> </td> </tr> </table> <p style="text-align: right;">*Private SSOs Only</p>	<p>A) Jeremy Geiger *</p> <p style="padding-left: 20px;">(209)564-0386 (Cell)</p> <p style="padding-left: 20px;">(209) 385-6209 (Office)</p> <p>C) Mary Grissom *</p> <p style="padding-left: 20px;">(209) 564-6984 (Cell)</p> <p style="padding-left: 20px;">(209) 385-6893 (Office)</p>	<p>B) Lorraine Carrasquillo *</p> <p style="padding-left: 20px;">(209) 564-0419 (Cell)</p> <p style="padding-left: 20px;">(209) 388-8777 (Office)</p> <p>D) Richard Chaparro</p> <p style="padding-left: 20px;">(209) 564-0058 (Cell)</p> <p style="padding-left: 20px;">(209) 385-4715 (Office)</p>
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SSO TECHNICAL REPORT

The enrollee shall submit an SSO Technical Report in the CIWQS Online SSO Database within 45 calendar days of the SSO end date for any SSO in which 50,000 gallons or greater are spilled to surface waters.

I. Causes and Circumstances of the SSO
<ul style="list-style-type: none">a. Complete a detailed explanation of how and when the SSO was discovered.b. Diagram showing the SSO failure point, appearance point(s), and final destination(s).c. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.d. Detailed description of the cause(s) of the SSO.e. Copies of original field crew records used to document the SSO.f. Historical maintenance records for the failure location.
II. Enrollee's Response to SSO
<ul style="list-style-type: none">a. Chronological narrative description of all actions taken by enrollee to terminate the spill.b. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond to and mitigate the SSO.c. Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.
III. Water Quality Monitoring
<ul style="list-style-type: none">a. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.b. Detailed location map illustrating all water quality sampling points.

Appendix E.2

Regional Water Quality Control Board Sanitary Sewer Overflow Questionnaire

Note: * denotes required fields.



Photos are required.
 4 pictures from 12 feet away
 1 picture from extended view
 Pictures from east, west, south & north

- 1) * Spill Type:
 Category 1 _____ (>1000 gallons – did it reach water way)
 Category 2 _____ (<1000 gallons and contained)

Physical Location Details

- 2) * Spill location address:
 3) Cross street:
 4) Spill location description:

Spill Details

- 5) * Spill appearance point (mark an "X" next to all that apply)
 Building or Structure
 Force main or pressure sewer
 Manhole (manhole # _____)
 Pump station
 Combined sewer D.I.
 Gravity Sewer
 Other sewer system structure
 Other (specify)
- 6) Spill appearance point explanation (required if spill appearance is "Other"):
- 7) * Did the spill discharge to a drainage control channel and or surface water?
 Yes _____ No _____
- 8) * Did the spill reach a separate (i.e. not combined) storm drain pipe?
 Yes _____ No _____
- 9) * If spill reached a separate storm drain pipe, was all of the wastewater fully captured from the separate storm drain and returned to the sanitary sewer system?
 Yes _____ No _____ Not Applicable (spill did not reach a separate storm drain pipe) _____
- 10) * Is this a private lateral spill?
 Yes _____ No _____
- 11) Name of responsible party (for private lateral spill only, if known):
- 12) * Final spill destination (mark an "X" next to all that apply)
 Beach
 Combined storm drain (combined CS only)
 Separate storm drain
 Surface water
 Other (specify)
 Building or structure
 Other paved surface
 Street/curb and gutter
 Unpaved surface



Photos are required.
4 pictures from 12 feet away
1 picture from extended view
Pictures from east, west, south & north

- 13) Explanation of final spill destination (required if final spill destination is "Other"):
- 14) * Estimated spill volume: _____ gallons
- 15) Estimated volume of spill recovered: _____ gallons
- 16) Estimated current spill rate (if applicable): _____ gallons per minute
- 17) * Estimated spill start date/time: _____ / _____

Caller's name _____ Caller's Phone Number _____

Caller's Address _____

Receipt of Call (date & time) _____ Call Received By _____

Date & Time call was dispatched _____ Assigned To _____

COM Arrival Time _____

Caller Interview: Where did you see sewage spill from? Manhole Inside Building C/O

Wet well/lift station Other _____

Date & Time caller noticed spill _____

Comments _____

Witness # 2: _____

Last time caller noticed there was NO spill _____

Comments _____

SSO End time _____

Comments _____

- 18) * Date and time sanitary sewer system agency was notified of or discovered spill:
- 19) * Estimated Operator arrival date/time:
- 20) * Estimated spill end date/time:



Photos are required.
4 pictures from 12 feet away
1 picture from extended view
Pictures from east, west, south & north

- 21) * Spill cause (mark only one):
- | | |
|--|---|
| <input type="checkbox"/> Debris – general | <input type="checkbox"/> Debris - rags |
| <input type="checkbox"/> Flow exceeded capacity (separate CS only) | <input type="checkbox"/> Grease deposition (FOG) |
| <input type="checkbox"/> Operator error | <input type="checkbox"/> Pipe structural problem/failure |
| <input type="checkbox"/> Pump station failure | <input type="checkbox"/> Root intrusion |
| <input type="checkbox"/> Rainfall exceeded design (separate CS only) | <input type="checkbox"/> Surcharged pipe (combined CS only) |
| <input type="checkbox"/> Vandalism | <input type="checkbox"/> Other (specify) |

22) Spill cause explanation (required if spill cause is "Other"):

- 23) * Where did failure occur (mark only one):
- | | |
|--|---|
| <input type="checkbox"/> Upper lateral | <input type="checkbox"/> Lower Lateral |
| <input type="checkbox"/> Main | <input type="checkbox"/> Other (Specify) |

24) Explanation of where failure occurred (required if where failure occurred is "Other"):

- 25) If spill caused by wet weather, choose size of storm:
- | | | | |
|-----------------------------------|------------------------------------|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> 1 year | <input type="checkbox"/> 2 years | <input type="checkbox"/> 5 years | <input type="checkbox"/> 10 years |
| <input type="checkbox"/> 50 years | <input type="checkbox"/> 100 years | <input type="checkbox"/> > 100 years | <input type="checkbox"/> Unknown |

26) Diameter of sewer pipe at the point of blockage or spill cause (if applicable): _____ inches

27) Material of sewer pipe at the point of blockage or spill cause (if applicable):

28) Estimated age of sewer pipe at the point of blockage or spill cause (if applicable):

29) Description of terrain surrounding the point of blockage or spill cause (if applicable):

<input type="checkbox"/> Flat	<input type="checkbox"/> Mixed	<input type="checkbox"/> Steep
-------------------------------	--------------------------------	--------------------------------

- 30) * Spill response activities (mark an "X" next to all that apply):
- | | |
|--|--|
| <input type="checkbox"/> Cleaned-up (mitigated effects of spill) | <input type="checkbox"/> Contained all or portion of spill |
| <input type="checkbox"/> Inspected sewer using CCTV to determine cause | <input type="checkbox"/> Restored flow |
| <input type="checkbox"/> Returned all or portion of spill to sanitary sewer system | <input type="checkbox"/> Traffic Control |
| <input type="checkbox"/> Other (specify) | |

31) Explanation of spill response activities (required if spill response activities is "Other"):

32) Visual inspection of results from impacted receiving water:

33) Name of impacted beach(es):

34) * Name of impacted surface water:

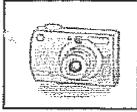
Notification Details

35) OES Control Number (required for Category 1):



Photos are required.
4 pictures from 12 feet away
1 picture from extended view
Pictures from east, west, south & north

- 36) OES called date/time (required for Category 1):
- 37) Regional Water Quality Control Board notified date/time:
- 38) Method of Notification:
- 39) Name of Staff contacted:
- 40) Phone number of Staff contacted:
- 41) Other Agency notified:
- 42) Was any of this spill report information submitted via fax or electronically to the Regional Water Quality Control Board?
Yes _____ No _____
- 43) Date/time spill report information was submitted via fax or electronically to the Regional Water Quality Control Board:



Area Spill Estimation Work Sheet

Side 1

Surface: Asphalt Concrete Dirt Landscape Inside Building Other _____

(Draw / Sketch outline of Spill 'Footprint' and attach photos)

~~ Breakdown the 'Footprint' into Recognizable Shapes and Determine Dimensions of Each Shape ~~

Area #1 _____ % Wet _____

Stain. Depth1 _____ Depth2 _____ Depth3 _____ Depth4 _____ Depth5 _____ Depth6 _____

Area #2 _____ % Wet _____

Stain. Depth1 _____ Depth2 _____ Depth3 _____ Depth4 _____ Depth5 _____ Depth6 _____

Area #3 _____ % Wet _____

Stain. Depth1 _____ Depth2 _____ Depth3 _____ Depth4 _____ Depth5 _____ Depth6 _____

Area #4 _____ % Wet _____

Stain. Depth1 _____ Depth2 _____ Depth3 _____ Depth4 _____ Depth5 _____ Depth6 _____

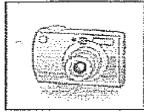
Area #5 _____ % Wet _____

Stain. Depth1 _____ Depth2 _____ Depth3 _____ Depth4 _____ Depth5 _____ Depth6 _____

Area #6 _____ % Wet _____

Stain. Depth1 _____ Depth2 _____ Depth3 _____ Depth4 _____ Depth5 _____ Depth6 _____

CWEA provides no warranty, expressed or implied, nor assumes any legal liability or responsibility for the accuracy, reliability or completeness of furnished information. While it is our intention to provide training to help you and your agency comply with the SSO WDR, CWEA provides no warranty, expressed or implied, that attending this training and/or using the reference guide and/or database simulation will result in your agency's successful compliance with the SSO WDR. The information provided is not intended to take the place of either the written law or regulations.



Area Spill Estimation Work Sheet

Side 2

(To be Completed by Supervisor)

Area #1 Square Feet: _____ x % Wet _____ = _____ Sq/Ft
 Ave Depth: _____ Concrete 0.0026' Asphalt 0.0013'
 Volume: _____ Cu/Ft

Area #2 Square Feet: _____ x % Wet _____ = _____ Sq/Ft
 Ave Depth: _____ Concrete 0.0026' Asphalt 0.0013'
 Volume: _____ Cu/Ft

Area #3 Square Feet: _____ x % Wet _____ = _____ Sq/Ft
 Ave Depth: _____ Concrete 0.0026' Asphalt 0.0013'
 Volume: _____ Cu/Ft

Area #4 Square Feet: _____ x % Wet _____ = _____ Sq/Ft
 Ave Depth: _____ Concrete 0.0026' Asphalt 0.0013'
 Volume: _____ Cu/Ft

Area #5 Square Feet: _____ x % Wet _____ = _____ Sq/Ft
 Ave Depth: _____ Concrete 0.0026' Asphalt 0.0013'
 Volume: _____ Cu/Ft

Area #6 Square Feet: _____ x % Wet _____ = _____ Sq/Ft
 Ave Depth: _____ Concrete 0.0026' Asphalt 0.0013'
 Volume: _____ Cu/Ft

Total Volume:
 #1 _____, #2 _____, #3 _____, #4 _____, #5 _____, #6 _____ = _____ *cu ft
 _____ *cu ft x 7.48 gallons = _____ **gallons Spilled.**

CWEA provides no warranty, expressed or implied, nor assumes any legal liability or responsibility for the accuracy, reliability or completeness of furnished information. While it is our intention to provide training to help you and your agency comply with the SSO WDR, CWEA provides no warranty, expressed or implied, that attending this training and/or using the reference guide and/or database simulation will result in your agency's successful compliance with the SSO WDR. The information provided is not intended to take the place of either the written law or regulations.

Addendum:
(Sketch, Damages, etc.)



Photos are required.
4 pictures from 12 feet away
1 picture from extended view
Pictures from east, west, south & north

Appendix F

Company Name	Phone Number
A&A Portable	(209) 524-0401
AmeriGuard Maintenance	(559) 497-2925
Andrade FLC, Inc	(209) 769-8754
Bass & Sons	(559) 673-4581
Central Valley Septic	(209) 225-9798
Del Sol Farm Labor Service	(209) 261-5482
Gary's Rent-A-Can	(209) 667-2840
Hernandez, Adan	(209) 564-1385
J. Marchini Farms	(559) 665-2944
Kalifornia Gold Ag Services	(559) 674-9015
Lopes Septic Pumping	(209) 648-4648
Maleni's Portable Toilet Service	(209) 382-1419
Mountain Valley Septic	(209) 845-1800
Orozco Farm Labor	(209) 564-6099
Roto Rooter Plumbers	(760) 598-4234
Royal Flush Septic	(209) 723-6563
Salinas Portables, Inc	(209) 892-5441
Silver Farm, Inc. Portables	(209) 564-1960
Sunrise Labor Services	(209) 723-9812
Sun Valley Pumping	(209) 667-8010
Windmill Septic	(209) 823-6110

-- CAUTION --

RAW SEWAGE

AVOID CONTACT!

FOR FURTHER INFORMATION, CONTACT THE

CITY OF MERCED PUBLIC WORKS DEPARTMENT AT (209) 385-6800.

-- PELIGRO --

Aguas Residuales

EVITE EL CONTACTO!

PARA MAS INFORMACION, LLAME AL

CITY OF MERCED PUBLIC WORKS DEPARTMENT AT (209) 385-6800.

ELEMENT 7 FOG CONTROL PROGRAM

A. Fats, Oils, and Grease (FOG) Control Program Requirements

The WDR/SSMP Fog Control Program requirement specifies that each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

1. An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
2. A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
3. The legal authority to prohibit discharges to the system, and identify measures to prevent SSOs and blockages caused by FOG;
4. Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, Best Management Practice (BMP) requirements, and record keeping and reporting requirements;
5. Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance;
6. An identification of sanitary sewer system sections subject to FOG blockages, and establishment of a cleaning maintenance schedule for each section; and
7. Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (6) above.

The City has a FOG source control program that focuses on Public Education for residential users and, in 2012, the City adopted Chapter 15.30 of the Municipal Code regulating the Discharges of FOG from Food Service Establishments.

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FOG Control Program
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B. Public Education Plan

Merced has an on-going FOG education web-site at:

http://www.cityofmerced.org/depts/pw/environmental_control_division/waste_water_treatment_facility/fog_program/default.asp. The website currently features an educational video titled "The F.O.G.....A Nightmare on Your Street", as well as providing a link to the 2012 FOG Ordinance, and explanation of the problem and sources of FOG. This website will be updated regularly and flyers will be sent annually to all businesses. City staff will visit Food Service Establishments (FSE) as necessary to inform them of the FOG Ordinance Requirements, and to inspect for compliance.

C. FOG Disposal Plan

The Wastewater Division has created the following FOG disposal plan:

The FSE permit holder shall be required to keep all manifests, receipts, and invoices of all cleaning, maintenance, grease removal of/from the grease control device, disposal carrier, and disposal site location for no less than three years.

Stantec was retained to perform a FOG Assessment Report (See Attachment 7A) to determine the feasibility of providing a FOG collection facility at the WWTF to serve three purposes:

1. Provide a local disposal facility to minimize the cost of servicing local FOG interceptors, as the closest receiving facility is more than 50 miles away.
2. Generate more renewable energy to power the WWTF treatment processes.
3. Minimize FOG problems in the collections system by facilitating more economical collection of FOG, resulting in greater quantities being removed.

The FOG assessment found the project to be feasible pending the availability of funding. At such time the local FOG collection facilities are constructed, additional outreach will be performed.

D. Record Keeping Requirements

The City Engineer may require any FSE with a grease interceptor to submit data and information necessary to establish the required maintenance frequency of the grease interceptor.

The Permit holder shall, upon request, make the manifests, receipts, and invoices available to any City/District representative or inspector. The minimum records requirements are 1, 2, and 3 below and may include 4, 5, and 6:

1. A logbook of grease interceptor, grease trap or grease control device cleaning, and maintenance practices.



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2. Copies of records and manifests of waste hauling interceptor contents.
3. Records of sampling data and sludge height monitoring for FOG and solids accumulation in the grease interceptor.
4. A record of Best Management Practices being implemented, including employee training.
5. Records of any spills and/or cleaning of the lateral or sewer system.
6. Any other information deemed appropriate by the Public Works Director/Water Services Manager, etc. to ensure compliance with these regulations.

E. Legal Authority to Prohibit SSOs and Blockages Caused by FOG Discharges

Merced Municipal Code Title 15.24.050 (b) Prohibitions on discharge, Paragraph L, Oil and Grease, requires the following:

"Grease in excess of three hundred (300) mg/l of animal and vegetable origin and one hundred (100) mg/l of mineral or petroleum origin, or any flammable wastes, and, grit and other harmful ingredients without an approved grease or sand/oil interceptor, as applicable. All grease interceptors shall comply with the requirements in [Chapter 15.30](#). All oil/sand interceptors shall be of a type and capacity approved in writing, prior to installation, by the director, and shall be located so as to be readily and easily accessible for cleaning and inspection. Sand/oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers, which, when bolted in place, shall be gastight and watertight. Oil/sand interceptors shall be constructed in commercial and industrial cleaning facilities. Where installed, all oil/sand interceptors shall be maintained by the owner at owner's expense in continuous efficient operation at all times. Materials collected shall be not be reintroduced into the POTW."

The Municipal Code was updated to include FSE discharge permitting and inspection, as well as certification of BMPs.

15.30.010 FOG wastewater discharge permit (FOG WDP) required.

No person shall discharge, or cause to be discharged, any wastewater from FSEs directly or indirectly into the public sewer without first obtaining a FOG WDP pursuant to this chapter. (Ord. No. 2402, § 6, 12-17-2012)



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15.30.015 FOG discharge limitation.

No FSE shall discharge or cause to be discharged FOG into the public sewer that exceeds a concentration level adopted by the city or any local, state or federal agency or that may accumulate and/or cause or contribute to blockages or SSOs in the public sewer or the FSE's sewer lateral. (Ord. No. 2402, § 6, 12-17-2012)

15.30.020 Public nuisance; abatement orders and cleanup costs.

- A. The discharge of FOG into the public sewer or sewer lateral that causes or contributes to an SSO or blockage of the public sewer or sewer lateral may cause a threat or injury to public health, safety, and welfare of life and property and is hereby declared a public nuisance that may be abated pursuant to the provisions of this chapter or Chapter 8.40 of this Code or by any means otherwise provided by law.
- B. Any FSE determined by the City Engineer to have caused or contributed to an SSO or blockage in the public sewer or sewer lateral resulting from the discharge of wastewater or waste containing FOG, shall be ordered to install and maintain a grease interceptor, and may be subject to a plan to abate the nuisance created by such SSO or blockage.
- C. SSOs or blockages in the public sewer or sewer lateral caused by the FSE in whole or in part are the responsibility of the private property owner and the owner of the FSE.
- D. If the City Engineer determines that the public health and safety require the city to act immediately to contain and clean up an SSO caused by the FSE, to clear a blockage in the public sewer or sewer lateral caused by the FSE, or to make any repairs to the public sewer or sewer lateral needed as a result of an SSO or blockage caused by the FSE, the property owner and the owner of the FSE shall be jointly and severally liable for the city's costs for such abatement. The city's abatement costs shall constitute a debt to the city, due and payable upon demand and collectible in any manner provided by law. (Ord. No. 2402, § 6, 12-17-2012)

F. **BMP, Grease Removal Devices, Recordkeeping, and Reporting Requirements**

From Chapter 15.30 of the Municipal Code FSEs must comply with the following requirements:

15.30.030 Best management practices (BMPs) required.

Every FSE shall implement BMPs in its operations, in accordance with the requirements and guidelines established by the City Engineer, to minimize the discharge of FOG to the grease control device and/or the public sewer. Detailed requirements for BMPs shall be specified in the FOG WDP and all FSEs are required, at a minimum, to comply with the BMPs set forth therein as well as any additional BMPs established by the City Engineer. BMPs may include, but are not limited to, kitchen practices and employee training procedures that are essential in minimizing FOG discharge to the public sewer. (Ord. No. 2402, § 6, 12-17-2012)



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15.30.040 Prohibitions.

FSEs are prohibited from doing any of the following:

- A. Installing food grinders in the plumbing system of new construction. All FSEs that undergo a change in operations or remodeling shall remove any existing food grinders concurrent with such change or remodeling, except as otherwise expressly allowed by the City Engineer.
- B. Introducing any additives into an FSE's plumbing system or grease control device for the purpose of emulsifying FOG, biologically and/or chemically treating FOG for grease remediation and/or as a supplement to maintenance of the grease control device, unless specific written authorization from the City Engineer is first obtained.
- C. Disposing waste cooking oil into the public sewer or storm drain. All waste cooking oils shall be collected and stored properly in receptacles such as rendering bins, barrels or drums for recycling or other acceptable methods of disposal.
- D. Discharging wastewater with temperatures in excess of 140°F into any grease control device, including but not limited to, grease traps and grease interceptors.
- E. Discharging wastes containing fecal materials from toilets, urinals, washbasins or other fixtures to waste lines directed to a grease control device, or vice versa.
- F. Discharging FOG or solid materials removed from a grease control device to the public sewer. Grease removed from grease control devices shall be waste hauled to an approved disposal site as part of the operation and maintenance requirements for grease control devices.
- G. Operating grease interceptors with FOG and solids accumulation exceeding twenty-five (25) percent of the design hydraulic depth of the grease interceptor. The grease and solids layers combined shall not exceed twenty-five (25) percent of the total interceptor liquid depth to avoid overloading the interceptor.
- H. Discharging FOG or other pollutants above the local discharge limits set forth in Chapter 15.24 of the Merced Municipal Code.
(Ord. No. 2402, § 6, 12-17-2012)

15.30.050 FOG pretreatment required.

Every FSE is required at the time of construction, remodel, and/or change in operations to install, operate and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of this chapter, subject to the variance and waiver provisions of Section 15.30.100. The grease interceptor shall be adequate to separate and remove FOG contained in wastewater from FSEs prior to



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discharge to the public sewer as determined by the most current edition of the California Plumbing Code (CPC). Fixtures, equipment, and drain lines located in the food preparation and clean up areas of any FSEs that are a source of FOG discharges shall be connected to the grease interceptor.

Compliance shall be established as follows:

- A. New Construction of FSEs. New construction of any FSE shall include complete installation of an approved type and adequately sized grease interceptor, with a minimum size of one thousand (1,000) gallons, prior to commencing discharges of wastewater to the public sewer.
- B. Existing FSEs.
 - 1. Any existing FSE, which, in the City Engineer's determination, has caused or contributed to an SSO or grease-related blockage in the public sewer or the sewer lateral, has one (1) or more sewer laterals connected to a hot spot and/or has contributed significant FOG to the public sewer, shall be deemed to have reasonable potential to adversely impact the public sewer and shall be required to install a grease interceptor within one hundred eighty (180) days of written notification by the City Engineer.
 - 2. Any existing FSE or FSE that changes ownership or that undergoes remodeling and/or a change in operations, as defined in Chapter 15.04, shall be required to install a grease interceptor or to obtain a variance or waiver in accordance with Section 15.30.100.
(Ord. No. 2402, § 6, 12-17-2012)

15.30.060 Commercial properties.

Any owner of a commercial property where FSEs are located or their official designee shall be responsible for the installation and maintenance of a grease interceptor serving multiple FSEs that are located on a single parcel. (Ord. No. 2402, § 6, 12-17-2012)

15.30.070 Grease interceptor requirements.

- A. Any FSE required by this chapter to provide FOG pretreatment shall install, operate, and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of this chapter.
- B. Grease interceptor sizing and installation shall conform to Chapter 10 Traps and Interceptors of the most current edition of the California Plumbing Code. Grease interceptors shall be constructed in accordance with the design approved by the City Engineer and shall have a minimum of two (2) compartments with fittings designed for grease retention. The City Engineer reserves the right to make determinations of grease



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interceptor size, adequacy, location and need, based on review of relevant information, including, but not limited to grease interceptor performance, waste stream characteristics, facility location, maintenance needs, and or inspection needs.

- C. The grease interceptor shall be installed at a location where it shall be at all times easily accessible for inspection, cleaning, and removal of accumulated grease.
- D. An access manhole, with a minimum diameter of twenty-four (24) inches, shall be provided over each grease interceptor chamber. The access manholes shall extend at least to finished grade and be designed and maintained to prevent inflow or infiltration. The manholes shall also have readily removable covers to facilitate inspection, grease removal, and wastewater sampling activities.
(Ord. No. 2402, § 6, 12-17-2012)

15.30.080 Grease trap requirements.

- A. No new construction, change in operation or remodel of an FSE shall include installation of a grease trap without prior express written permission from the City Engineer.
- B. Existing grease traps shall be maintained in efficient operating condition by daily removal of the accumulated grease.
- C. Grease traps shall be maintained free of all food residues and any FOG waste removed during the cleaning and scraping process.
- D. Grease traps shall be inspected periodically to check for leaking seams and pipes, and for effective operation of the baffles and flow regulating device. Grease traps and their baffles shall be maintained free of all caked-on FOG and waste. Removable baffles shall be removed and cleaned during the maintenance process.
- E. Dishwashers and food waste disposal units shall not be connected to or discharged into any grease trap.
(Ord. No. 2402, § 6, 12-17-2012)

15.30.090 Grease interceptor maintenance requirements.

- A. Grease interceptors shall be maintained in efficient operating condition by periodic removal of the full contents of the interceptor, which includes wastewater, accumulated FOG, floating materials, sludge and solids.
- B. All grease interceptors shall be maintained in a manner consistent with the maintenance frequency approved by the City Engineer.



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- C. All grease interceptors are required to have grease retention fittings as designed for proper function. Any interceptor that does not have the grease retention fittings shall be repaired and/or retrofitted with appropriate grease retention fittings.
- D. No FOG that has accumulated in a grease interceptor shall be allowed to pass into any sewer lateral, public sewer, storm drain or public right-of-way, or onto the surface of any street or parking area.
- E. The City Engineer may require any FSE with a grease interceptor to submit data and information necessary to establish the required maintenance frequency of the grease interceptor.
- F. The required maintenance frequency for every FSE with a grease interceptor shall be determined by the City Engineer by one (1) of the following methods:
 - 1. Grease interceptors shall be fully pumped out and cleaned at a frequency such that the combined FOG and solids accumulation in the grease interceptor does not exceed twenty-five (25) percent of the total designed hydraulic depth of the grease interceptor. This is to ensure that the minimum hydraulic retention time and required available hydraulic volume is maintained to effectively intercept and retain FOG from being discharged to the public sewer.
 - 2. Every FSE with a grease interceptor shall fully pump out and clean its grease interceptor not less than once every six (6) months.
 - 3. Grease interceptors shall be fully pumped out and cleaned quarterly when the frequency described in subsection (F)(1) has not been established. The maintenance frequency shall be adjusted when sufficient data has been obtained to establish an average frequency based on the requirements described in subsection (F)(1) and guidelines adopted by the city pursuant to the FOG control program. The city may change the required maintenance frequency at any time to reflect changes in actual operating conditions in accordance with the FOG control program. Based on the actual generation of FOG from the FSE, the required maintenance frequency may increase or decrease.
 - 4. The owner, operator or FOG WDP permittee of an FSE may submit a request to the City Engineer for a change in the required maintenance frequency at any time. The FSE has the burden of demonstrating that the requested change in frequency reflects actual operating conditions based on the average FOG accumulation over time and meets the requirements described in subsection (F)(1), and that it is in full compliance with the conditions of its FOG WDP and this chapter. Upon a determination by the City Engineer that the requested revision is justified, the FOG WDP shall be revised accordingly to reflect the change in required maintenance frequency.

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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5. If the grease interceptor, at any time, contains FOG and solids accumulation exceeding the requirements described in subsection (F)(1), the FSE shall be required to have the grease interceptor serviced immediately such that all FOG and other materials are completely removed from the grease interceptor. If deemed necessary, the City Engineer may also increase the required maintenance frequency of the grease interceptor.
- G. Wastewater, accumulated FOG, floating materials, sludge/solids, and other materials removed from the grease interceptor shall be disposed of by waste haulers at an approved disposal site in accordance with all applicable federal, state, and/or local laws.
- H. The City Engineer may direct city staff or a city contractor to pump and clean an FSE's grease interceptor if the FSE has failed to comply with the terms of this chapter. The FSE owner and property owner shall be jointly and severally responsible for any and all expenses of the city in undertaking such work, and such expenses are deemed a debt of the FSE owner and the property owner to the city, enforceable and collectible as provided by law.
(Ord. No. 2402, § 6, 12-17-2012)

G. Inspection and Enforcement Authority – FOG Producers

Chapter 15.30 of the Municipal Code requires:

1. All FSEs proposing to discharge or currently discharging wastewater containing FOG into the City's sewer system shall obtain a FOG WDP from the City.
2. FOG WDRs shall be expressly subject to all provisions of this Ordinance and all other regulations, charges for use, and fees established by the City. The conditions of FOG WDRs shall be enforced by the City in accordance with this Ordinance and applicable State and Federal Regulations.

H. FOG Characterization Assessment and Cleaning Schedule for Sewer Enhanced Areas

The Wastewater Division has completed a FOG assessment and has established a cleaning schedule for sewer enhanced areas. FOG location data for sewer enhanced areas is maintained by the Wastewater Division Supervisor. Quarterly, semi-annual, and annual sewer line maintenance work orders are issued and completed to ensure that sewer enhanced areas do not have grease blockages/SSOs between cleaning schedules.

The Fats, Oils, and Grease (FOG) Assessment Report is presented in Attachment 7A.

FOG data for sewer enhanced areas and the sewer flush routes are presented in Element 4 - Attachments 4B and 4C.



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FOG Control Program
December 16, 2014

I. FOG Control Program Measures

The Wastewater Division has established the following FOG Waste Discharge Permit (WDP) Conditions for FSE as specified in Chapter 15.30:

The issuance of a FOG WDP may contain any of the following conditions or limits:

1. Limits on discharge of FOG and other priority pollutants.
2. Requirements for proper O&M of grease interceptors and other grease control devices.
3. Grease interceptor maintenance frequency and schedule.
4. Requirements for implementation of BMPs.
5. Requirements for maintaining and reporting status of BMPs.
6. Requirements for maintaining and submitting logs and records, including waste-hauling records and waste manifests.
7. Requirements to self-monitor.
8. Requirements for the FSE to construct, operate, and maintain, at its own expense, FOG control device and sampling facilities.
9. Additional requirements, as otherwise determined to be reasonably appropriate by the Public Works Director, to protect the City's system or as specified by other Regulatory Agencies.
10. Other terms and conditions, which may be reasonably applicable to ensure compliance with this ordinance.

J. Attachments

Attachments include the following:

Attachment 7A City of Merced (FOG) Assessment Report, September 2012.

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FOG Control Program
December 16, 2014

ATTACHMENTS

**ATTACHMENT 7A CITY OF MERCED (FOG) ASSESSMENT REPORT,
SEPTEMBER 2012**

Begin on next page.

City of Merced FOG Assessment

An assessment of FOG availability in
the City of Merced service area.



September 2012

Executive Summary

A preliminary assessment of Fats, Oils and Grease (FOG) availability in the City of Merced area was completed. The assessment identified the following key points.

- The capture and removal of FOG from wastewater generated by Food Service Establishments (FSEs) in the City of Merced area expected to range from about 260,000 lb/year using minimal FOG capture procedures to 1,000,000 lb/year (BMPs for FOG). The removal of FOG from wastewater prior to discharge to the sewer system is important to reduce FOG-related problems in the sewer system and at the wastewater treatment facility (WWTF). FOG removed from wastewater generated by FSEs must be disposed in some manner. The chemical energy content of removed FOG has the potential to be converted into methane gas, a renewable energy resource.
- A survey conducted as part of this assessment concluded that there are no FOG receiving stations within a 50-mile radius of Merced. Therefore, the potential for haulers bringing FOG from nearby cities and towns to a Merced FOG receiving station is high.
- The Draft FOG ordinance to be enacted by the City should provide regulatory and enforcement authority of City staff, and should increase the capture and removal of FOG from wastewater discharged to the City's sewer system compared to current levels.
- Adding a FOG receiving station capable of serving the greater-Merced area at the Merced WWTF provides several tangible and intangible benefits, including:
 - Increased digester gas (i.e., methane) production, and therefore renewable energy production
 - Reduced collection system maintenance compared to the alternative of leaving much of the FOG in the wastewater
 - Reduced FOG disposal costs compared to the currently available alternatives when total costs (transport and disposal) are considered.
 - Reduced biosolids production per unit of wastewater treated at the WWTF because more FOG has been removed from that wastewater at the source (the FSEs). However, total biosolids production at the WWTF may increase if substantial amounts of FOG are brought to the receiving station from surrounding areas not served by the WWTF.

CITY OF MERCED FOG ASSESSMENT

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1.0 PURPOSE

Purposes of the FOG assessment are the following:

- Estimate annual availability of Fats, Oils and Grease (FOG) in and around the Merced Area
- Review draft City ordinance on FOG
- Recommend next steps

2.0 OVERVIEW

Food service establishments (FSEs) such as restaurants, fast food locations, and delis, use large quantities of cooking oil as well as prepare and use food products containing natural fats, oils, and grease. Spent frying oil is referred to as “yellow grease” and there are secondary markets handling yellow grease. Fat, oil and grease substances from other aspects of food preparation generally end up in the FSE’s wastewater, and are removed to varying degrees by some form of “grease trap” device installed and maintained by the FSE. The material collected by a grease trap device is called “brown grease” or hereinafter FOG (fats, oils, and grease in wastewater). FOG not removed by an “interceptor” may accumulate in the sewer system as “black grease”, which can result in sewer blockages and sanitary sewer overflows SSOs. FOG not removed by a grease trap interceptor or removed as black grease from the sewer system ultimately flows to, and is removed at the WWTF.

FOG can be added to WWTF anaerobic digesters, such as used at the City’s WWTF, to produce 1) methane (a renewable energy resource), and 2) other benefits as discussed below.

2.1 INCREASED DIGESTER GAS PRODUCTION

FOG consists of numerous organic compounds that serve as a food source for microorganisms living in the anaerobic digesters. Adding FOG to a typical WWTF anaerobic digester increases the methane gas produced by that digester. The additional methane that is generated from FOG waste can be used as a renewable energy source for 1) heating the digesters and/or 2) generating electricity via cogeneration (see Appendix A).

2.2 REDUCED COLLECTION SYSTEM MAINTENANCE

Components of FOG have the highest tendency to clog sewer lines compared to other typical wastewater constituents. Congealed FOG, often referred to as black grease, creates sewer blockages and overflows and it is difficult to address. Therefore, collecting FOG from grease interceptors at FSEs and conveying it directly to WWTF greatly reduces collection system overflow and maintenance issues.

2.3 POTENTIAL TIPPING FEE REVENUE

Though there are secondary markets for yellow grease (i.e., fried oil waste), FSEs typically need to pay to get rid of the brown grease (i.e., FOG) removed from interceptors. Therefore if the City constructed a FOG receiving station at the WWTF (when there is no such station in the greater Merced area), the overall cost of FOG disposal for FSEs in the greater Merced area could be reduced, while concurrently generating a revenue source for the City to cover the cost of providing this service. The FOG tipping fee, typically levied as dollar per gallon, varies depending on several factors, and typically ranges from \$0.02/gal to \$0.15/gal depending on a wide range of site-specific factors. Tipping fees per gallon of FOG of \$0.03, \$0.05 and \$0.08

are evaluated in this assessment. Critical factors that influence FOG tipping fee include 1) net cost of FOG treatment and disposal by the FOG receiving station, 2) competition from nearby FOG receiving stations, and 3) the quantity of FOG being handled.

2.4 POTENTIAL REDUCTION IN BIOSOLIDS

Studies have reported net reductions in biosolids production after introducing FOG to anaerobic digesters. Presumably, FOG accelerates the metabolization of volatile solids present in the waste solids produced by WWTFs. However, the extent of biosolids reduction is site-specific.

3.0 FOG ORDINANCE

The City of Merced draft FOG ordinance (see Appendix B) was reviewed briefly. The ordinance covers several key elements essential for a successful FOG program including:

- **25% Rule:** With regards to maintenance of grease interceptors, the ordinance requires FSEs to maintain interceptors such that FOG and all other removed solids are not allowed to accumulate to where more than 25% of the design hydraulic depth at any location in the interceptor is exceeded.
- **Prohibition of Additives:** The proposed ordinance disallows use of additives, (e.g., enzymes, emulsifiers, etc.), that in any way hinder the removal and accumulation of FOG in the interceptor.
- **Minimum Grease Interceptor Cleaning Frequency:** The proposed ordinance requires minimum quarterly cleaning of all interceptors.
- **Minimum Grease Interceptor Size:** The proposed ordinance requires a grease interceptor capacity of at least 1000 gallons.

Specific comments based on a brief review of the proposed ordinance are presented below.

- **Section 15.30.000 (Purpose) Subsection D:** *(Original text: This Chapter also establishes quantity and quality standards on all discharges containing FOG...).*
Comments: The ordinance covers BMPs on FOG discharges based on several narrative requirements. It appears that quantity and quality standards are not discussed.
- **Section 15.30.070 (Grease Interceptor Requirements) Subsection B:** *(Original text: Grease interceptor sizing and installation shall conform to Chapter 10 Traps and Interceptors of the 2006 or the most current edition of the California Plumbing Code.)*
Comments: Delete the specific year “2006”, and replace it with “the most current edition of the California Plumbing Code”.
- **Section 15.30.170 (FOG WDP duration and renewal):** *(Original text: FOG WDPs shall be issued annually.)* Comments: Add language that empowers the City to issue longer duration permits (e.g., a two year permit) at the sole discretion of the City if the City is satisfied with a particular FSE’s track record pertaining to FOG collection and maintenance.

4.0 ESTIMATION OF FOG IN MERCED AREA

Number of FSEs in the Merced service area is a critical parameter in estimating FOG quantity and was estimated in this assessment based on the following methods:

- 1) FSEs registered with the City of Merced Chamber of Commerce
- 2) FSEs routinely inspected by the Merced County Health Department, and
- 3) FSEs estimated based on population data.

4.1.1 Chamber of Commerce Records

As of May 2011, 158 FSEs and 19 mobile FSEs were registered with the City of Merced Chamber of Commerce (Appendix C). An updated FSE list was received from the Chamber of Commerce during January 2012. This list contained 118 FSEs. Information about mobile FSEs was not available in the 2012 list. Chamber of Commerce records would not be expected to include FSEs that are not private businesses, i.e., food preparation at public schools.

4.1.2 Merced County Health Department Inspection Records

Merced County Health Department inspection records available in early 2012 indicated that there were about 117 FSEs, 65 limited or mobile FSEs, and 17 schools with food services in Merced area (see Appendix D).

4.1.3 Using Population Data

Wiltsee Report¹ forecasts that there are typically about 1.4 FSE/1,000 people in an urban setting such as the City of Merced.

4.1.4 FSE Estimate

Results from the foregoing estimation methods are presented in Table 1. As shown, the average number of FSEs in Merced areas appears to be 114, plus 17 school food services, and a limited number of mobile FSEs producing varied quantities of FOG.

¹ Wiltsee, G., (1998) Urban Waste Grease Resource Assessment, NREL, Golden, CO.

Table 1
Determination of Number of FSEs in Merced Service Area

Methodology	Businesses	Schools
Merced Chamber of Commerce (Jan 2012)	113	N/R (a)
Merced County Health Dept Insp. Records (Jan 2012)	117	17
Wiltsee FSE per capita (1.4 FSE/1000 people)	113	N/R (a)
Average Number of FSEs in Merced Service Area	114	17

(a) N/R= Not reported

4.2 FOG QUANTITY ESTIMATION

The quantities of FOG that potentially could be transported to the Merced WWTF from the Merced service area can be estimated by the following methodologies:

- Based on the Wiltsee Report
- Based on grease interceptor capacity and cleaning intervals
- FOG quantity as a percentage of digester loading
- Based on hauler's input

4.2.1 FOG Quantity Estimation Based on Wiltsee Report

Average FOG quantities expected per FSE and per 1000 people are published in the Wiltsee Report. The average amount of FOG that can be removed from a typical FSE employing BMP is estimated to be 9453 lb/year. Per capita FOG production is estimated to average 13 lb/year.

Using the estimated number of 114 FSEs in the City's service area, FOG quantities from the City's service area are estimated in Table 2. Total FOG gallons and resulting tipping fee revenues are calculated based on best known values from previous studies and projects regarding the percent of solids in FOG waste removed from interceptors (which ranges from 7 to 10%).

**Table 2
Estimated Quantity of FOG Based on FSEs and Wiltsee Report**

Estimated FOG per FSE (lb/year)	9453			
Average Number of FSEs	114			
Estimated FOG (lb/year)	1,077,642			
Estimated Percent Solids (%)	7	8	9	10
Solids Concentration (mg/L)	70,000	80,000	90,000	100,000
Total FOG Volume (gal/year)	1,845,910	1,615,171	1,435,707	1,292,137
Tipping Fee Revenue (\$0.03/gal)	\$55,377	\$48,455	\$43,071	\$38,764
Tipping Fee Revenue (\$0.05/gal)	\$92,295	\$80,759	\$71,785	\$64,607
Tipping Fee Revenue (\$0.08/gal)	\$147,673	\$129,214	\$114,857	\$103,371

Based on population-based FOG generation rate of 13 lb/year/capita, and the 80,542 population estimate for the Merced area², FOG quantities and tipping fee revenues are estimated in Table 3. These values are essentially the same as those presented in Table 2. This is expected because Tables 2 and 3 are derived by different means from the same source of FOG generation data.

**Table 3
FOG Quantities Estimated Based on Population and Wiltsee Report**

Estimated FOG per capita (lb/year)	13			
Merced Population	80542			
Estimated FOG (lb/year)	1,047,046			
Percent Solids (%)	7	8	9	10
Solids Concentration (mg/L)	70,000	80,000	90,000	100,000
Total FOG Volume (gal/year)	1,793,501	1,569,314	1,394,945	1,255,451
Tipping Fee Revenue (\$0.03/gal)	\$53,805	\$47,079	\$41,848	\$37,664
Tipping Fee Revenue (\$0.05/gal)	\$ 89,675	\$78,466	\$69,747	\$62,773
Tipping Fee Revenue (\$0.08/gal)	\$143,480	\$125,545	\$111,596	\$100,436

From Tables 2 and 3, the estimated annual FOG quantity is about 1,000,000 lb/year. Wiltsee report is based on a nation-wide survey conducted in 1998, therefore, the FOG quantities estimated based on it should be used as an indicator rather than design parameter.

² <http://www.cityofmerced.org/about/default.asp>

4.2.2 FOG Quantities Estimated Based on Grease Interceptor Capacity & Cleaning Intervals

FOG quantities are estimated based on number of FSEs, grease interceptor capacity and cleaning intervals. Grease interceptor capacity of 1000 gallons and cleaning frequency of 4 times per year (i.e., every quarter) shown Table 4 represents minimum requirements mentioned in the FOG ordinance.

Table 4
FOG Quantity Estimated Based on Interceptor Capacity & Cleaning Intervals

Average Number of FSEs	114							
Annual Cleaning Frequency	4	4	4	4	6	6	6	6
Average Grease Interceptor Capacity (gallons)	1000	1000	1000	1000	1500	1500	1500	1500
Total FOG Volume (gal/year)	456,000	456,000	456,000	456,000	1,026,000	1,026,000	1,026,000	1,026,000
Percent Solids (%)	7	8	9	10	7	8	9	10
Solids Concentration (mg/L)	70,000	80,000	90,000	100,000	70,000	80,000	90,000	100,000
FOG Quantity (lb/year)	266,213	304,243	342,274	380,304	598,979	684,547	770,116	855,684
Tipping Fee Revenue (\$0.03/gal)	\$13,680	\$13,680	\$13,680	\$13,680	\$30,780	\$30,780	\$30,780	\$30,780
Tipping Fee Revenue (\$0.05/gal)	\$22,800	\$22,800	\$22,800	\$22,800	\$51,300	\$51,300	\$51,300	\$51,300
Tipping Fee Revenue (\$0.08/gal)	\$36,480	\$36,480	\$36,480	\$36,480	\$82,080	\$82,080	\$82,080	\$82,080

As shown in Table 4, usage of minimum requirements mentioned in FOG ordinance results in much lower FOG generation compared to FOG generation estimated based on Wiltsee’s study. However, the lower FOG generation projections provide the City a worst-case scenario in terms of annual FOG quantities expected in Merced WWTF.

4.2.3 FOG Quantity Estimated Based on Percent Digester Loading (2011 Cogen Evaluation)

FOG quantity is estimated as a percentage of digester VSS loading. Table 5 illustrates FOG quantities based on the following assumptions:

- Plant average flowrate of 12 MGD
- FOG VSS loading to be 10% of digester VSS loading

Table 5
FOG Quantity Estimated Based on Interceptor Capacity & Cleaning Intervals

12 MGD Average Digester VSS loading (lb/d)	21,488			
FOG VSS Loading (lb/d)	2149			
FOG VSS/TSS Ratio	0.95			
FOG Quantity (lb/d)	2262			
FOG Quantity (lb/year)	825,592			
Percent Solids (%)	7	8	9	10
Solids Concentration (mg/L)	70,000	80,000	90,000	100,000
Total FOG Volume (gal/year)	1,414,169	1,237,397	1,099,909	989,918
Tipping Fee Revenue (\$0.03/gal)	\$42,425	\$37,122	\$32,997	\$29,698
Tipping Fee Revenue (\$0.05/gal)	\$70,708	\$61,870	\$54,995	\$49,496
Tipping Fee Revenue (\$0.08/gal)	\$113,133	\$98,992	\$87,993	\$79,193

4.2.4 FOG Quantity Estimation Based on Hauler’s Input

Amount of FOG can also be estimated based on grease hauler load and waste handling records. According to California FOG website, there are two haulers servicing Merced County area:

- All Valley Environmental, Inc.
- Modesto Tallow/Florin Tallow Co.

However, Modesto Tallow/Florin Tallow Co. was currently not in business.

Additional grease haulers servicing Merced area were identified and contacted. Details of grease haulers servicing Merced area are summarized in Table 6. Based on phone interviews and direct meeting, it was clear that hauler are interested in bringing FOG to Merced WWTF, if the City decide to construct a receiving station. Details about FOG quantities received from grease haulers were not comprehensive, therefore, estimation of FOG based on grease hauler is not recommended.

**Table 6
Grease Waste Haulers Servicing Merced Area**

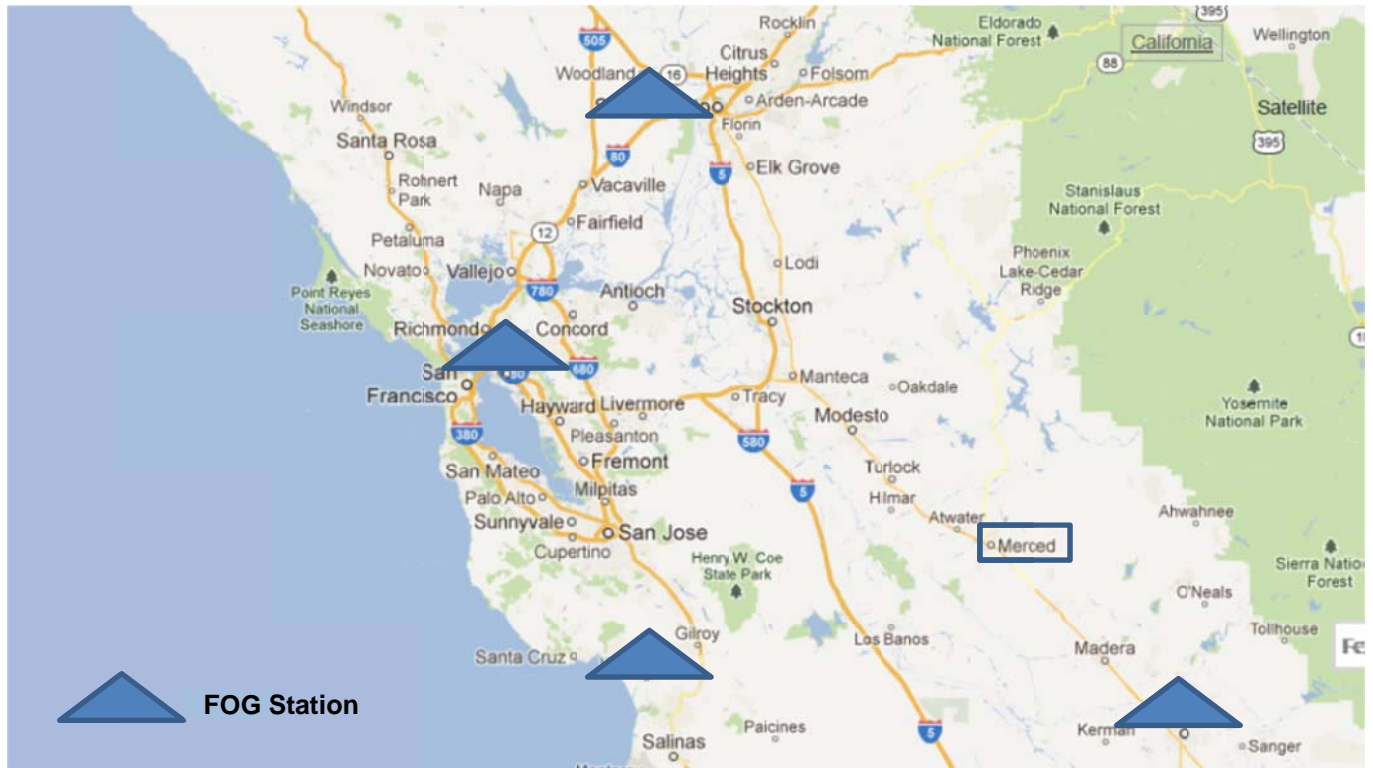
Business Name	Contact	Phone Number	Location	Grease Disposal Location	Interested in Merced FOG Rec. Station
All Valley Environmental	Mike Kochergen	(559) 498-8378	Fresno	Various places	YES (but only for grease collected in Merced area)
Clark's Septic Services LLC	Linda Bibb	(209) 537-6624	Hughson,	Oakland	YES (for all the grease)
Mountain Valley Septic	Ken	(209) 656-0688	Information Not Available	Information Not Available	Information Not Available
Pioneer Liquid Transport	Mitch	(800) 804-7327	San Jose	Various places	YES (but only for grease collected in Merced area)
Sac. Rendering Company	Travis	(800) 339-6493	Sacramento	Various places	YES
Sisk Tallow Recycling		(209) 667-1451	Turlock	Hanford	Information Not Available

4.3 FOG QUANTITY ESTIMATION SUMMARY

The quality of FOG generated by Merced area FSEs was estimated to range from about 260,000 lb/year (based on minimum cleaning of minimum sized interceptors for all FSEs, which is believed to be an unrealistically low quantity) to about 1,100,000 lb/year (based on the empirically-derived Wiltsee Report on FOG generation from urban locations in the United States). Full implementation of FOG BMPs is expected to take a substantial amount of time.

Further work with local grease haulers is needed to develop a realistic estimate of the quantity of FOG that would be brought to the Merced WWTF based on current FOG interception and pumping practices in the greater Merced area. As shown in Figure 1, known FOG receiving stations closest to Merced are located in Fresno, Watsonville, Oakland and Sacramento. Some landfills and private waste management businesses may also handle FOG. These potential FOG handlers were not investigated as part of this assessment. Further work with local grease haulers would clarify further the fate of FOG collected in the Merced to Modesto corridor.

Figure 1 FOG Receiving Stations in the Region



5.0 RECOMMENDATIONS

Following recommendations are made based on this preliminary FOG assessment:

- Enforcement of the proposed FOG ordinance will likely result in increased FOG generation in the City of Merced service area. Preliminary annual estimated FOG quantizes are about 260,000 (minimum) to 1,000,000 lb/year (maximum). FOG received at Merced WWTF may include FOG from nearby towns and cities.
- Collection and utilization of FOG enhances biogas production and subsequent renewable energy generation at the WWTF. Other benefits include reduced FOG-driven maintenance activities in the sewer system, reduced risk of SSOs, and potentially, reduced production of biosolids at the WWTF. Costs of building, maintaining, and operating the FOG receiving station should be covered by tipping fees, reduced sewer maintenance costs, and reduced power usage at the WWTF related to increased methane production.

ELEMENT 8 SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

A. System Evaluation Capacity Assurance Plan Requirements

The WDR/SSMP System Evaluation and Capacity Assurance Plan (CAP) requirements specify that each Enrollee shall prepare and implement a Capital Improvement Plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the CAP must include:

1. Evaluation: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events.
2. Design Criteria: Where design criteria do not exist or are deficient, undertake the evaluation identified in (1) above to establish appropriate design criteria.
3. Capacity Enhancement Measures: The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.
4. Schedule: The Enrollee shall develop a schedule of completion dates for all portions of the CIP developed in 1 thru 3 above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D. 14 of the State General Orders (WDRs).

The CAP is a subset of the CIP, as the CIP may also include capital improvements projects that are necessary to maintain existing sewer system components for reasons unrelated to enhanced sewer system capacity.

B. Evaluation Process – Capacity Enhancement Projects

The City of Merced has developed a basis for a sewer system master plan, to identify capacity constraints within the sewer system and to develop specific short- and long-term capital improvement projects. The CIP will address identified hydraulic deficiencies, and consider prioritization, alternative upgrades, and schedules of completion for the individual projects as assessed during the master planning process.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

ECO:LOGIC Engineering completed an assessment of the capacity needs for the wastewater collection system north of Bear Creek in December 2002. This work was documented in the City of Merced North Merced Sewer Master Plan (ECO:LOGIC Engineering, December 2002).

ECO:LOGIC Engineering was again commissioned by the City (2005-2007) to update the 1982 City of Merced (City) Sewer Master Plan (Master Plan) using the results in the 2002 report. The task was to incorporate the City's current Specific Urban Development Plan (SUDP) and land use assumptions to complete an evaluation of alternative servicing strategies for new developments outside of the current SUDP at the time.

The objectives of the 2007 Master Plan included:

1. An update to the evaluation of alternatives for extending sewer service to development outside of the current SUDP, including areas such as the future Campus Community for UC Merced.
2. An evaluation of the capacity and condition of the existing South Merced trunk sewers, focusing on the Gerard Avenue trunk and the old West Avenue trunk sewers.
3. An evaluation of servicing strategies for developments within the current SUDP and City limits that were not currently sewered.
4. Provide recommendations for projects that may be phased in over time, including any potential interim facilities that may be required prior to build-out.
5. Preparation of a list of capital improvement projects, including planning-level cost estimates.

For this work, the manhole-to-manhole pipeline segments that are 15-inches and greater in diameter were used to construct a skeletonized computer model of the entire sewer system using Innowyze InfoWorks software. The portions modeled were shown on Figure 4-1 of the report (see next page).

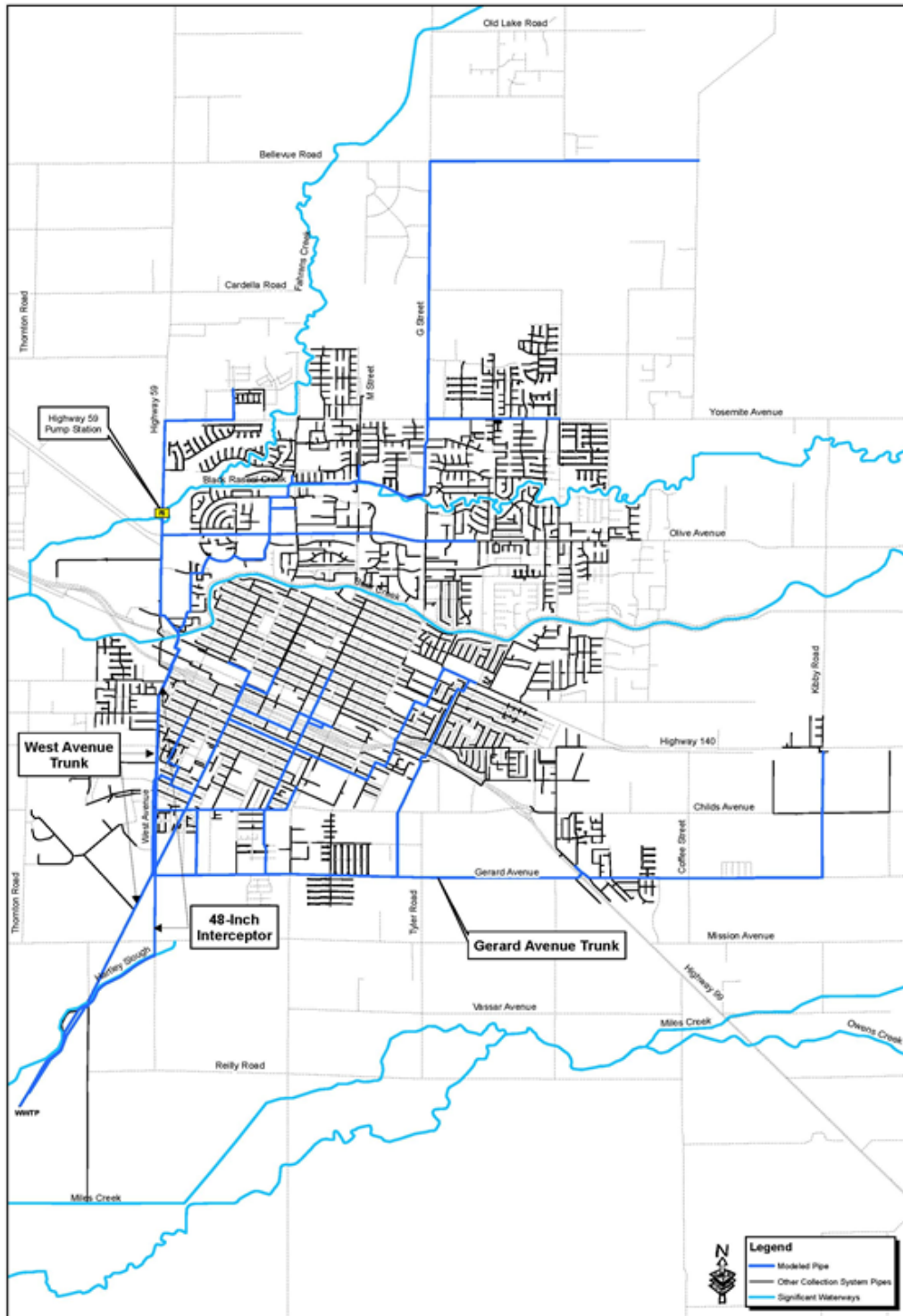
The model was utilized to:

- Determine capacity limitations within the existing system during peak flow conditions.
- Determine interim capacity needs for new development prior to construction of new trunk sewers.
- Determine the residual capacity within the existing sewer system to accommodate/convey flow from future developments.
- Determine pipe size and slopes for future trunk sewers, pump stations to serve the entire study area, including the City Limits, SUDP, and the expanded SUDP study areas.
- Assess required future sewer and pump station capacity, identifying pipe sizes and slopes, to serve the entire study area, including the City Limits, SUDP, and the expanded SUDP study areas.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014



ECO:LOGIC Engineering - DRAFT
City of Merced Sewer Master Plan

Figure 4-1
Existing Modeled Sewer System Attributes



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

Stantec (previously ECO:LOGIC) completed a Draft Report for the City of Merced Sewer Master Plan in January of 2007. The Plan addressed sewer development within the Specific Urban Development Plan (SUDP) boundary and considered options for sewer "Study Areas" outside the SUDP. The draft report compiled several years of flow studies and hydraulic modeling; however, it was not finalized because sewerage needs of UC Merced and nearby areas had not been fully defined.

- Since 2007, many of the uncertainties have been addressed and defined, which provides a significant degree more clarity to the sewerage needs for future developments. Stantec has been commissioned to update the 2007 Draft Sewer Master Plan using the following information: Merced Vision 2030 General Plan, which defines new land use assumptions (January 2012).
- The completion of a number of rehabilitation projects, including the partial lining of the Gerard Trunk Sewer.
- Recent flow monitoring data, including a more accurate assessment of peak sewer flows during significant storm events.
- The City is permitted by the State to prepare and maintain a Sewer System Management Plan (SSMP). The SSMP requires the City demonstrate sufficient sewer capacity exists and that a capital improvement plan be created to minimize sewer overflows.
- Revised growth projections for UC Merced based upon student enrollment forecasts.
- The City has been approached recently by private organizations about locating industrial processing facilities in the Merced service area.

The scope of work for the sewer master plan update includes the following major tasks:

1. Update land use and wastewater flows generated from the Merced Vision 2030 General Plan Boundary and adjacent Study Areas, including UC Merced.
2. Assess available capacity of major sewers.
3. Determine the best means to serve the sewer needs for Buildout of the 2030 General Plan and adjacent Study Areas, including UC Merced and possibly the Campus Community.
4. Develop an interim service plan and CIP for City growth.
5. Develop a prioritized sewer repair and replacement program.
6. Develop Industrial Waste Acceptance Decision Matrix.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

This work is expected to be completed by December 2014 and the sewer system CIP is to be revised accordingly. This schedule includes allowances for one or two stakeholder meetings, which could affect the scope and schedule.

The 2007 Merced Sewer Master Plan Table of Contents is presented in Attachment 8A. The full Plan is available at the Department of Public Works and posted on-line at the City web site. Upon completion, the Sewer Master Plan update will be made available in the same manner.

C. Design Criteria

The Wastewater Division established a 10-year 24 hour peak wet weather storm design criteria for the evaluation of existing collection system components and sizing of new collection system components in the City of Merced's 2007 Master Plan. This included the development of wastewater flow generation factors based on water use records and flow monitoring data.

D. Capacity Enhancement Measures

The City of Merced Sewer Master Plan includes the identification of short and long-term capital improvement projects to meet current and future build-out flow projections for trunk sewers larger than 15 inches. These projects, taken together, are to be incorporated in the Capital Improvements Plan (CIP), which will also include necessary non-capacity related projects such as end of useful life replacement/rehabilitation projects and funding plans. The City will also continue to track I/I to ensure these undesirable flows do not impact current or future sewer system capacity.

E. Capital Improvement Program Schedule

The 2007 report identified specific manhole-to-manhole pipeline segments in the area south of Bear Creek where hydraulic limitations were predicted to occur during peak during storm events. The report also stated that the analysis of existing flows in North Merced did not show any areas of concern.

The modeling process determined that the City's existing wastewater collection system does not have sufficient capacity to handle wastewater flows from build-out of the City limits, UC Merced, Campus Community, and the City's current Specific Urban Development Plan (SUDP). In order to allow development to occur during the near term future, an interim capacity phasing plan was developed for serving near-term development with the existing infrastructure. For the portion of the sewer system located north of Bear Creek, the interim plan included building the Bellevue trunk heading west from Fahren's Creek (now constructed) and then south to the Highway 59 trunk at R Street. It was then recommended that the developments to the west of Fahren's Creek use the G Street trunk until long term capacity improvement projects are constructed. For the area located south of Bear Creek, it was recommended that the West Avenue Trunk be rehabilitated.



CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

For long term needs, new trunk sewers were recommended to accommodate future development in the SUDP and the expanded SUDP study areas. For the area south of Bear Creek, recommended trunk sewers would be aligned along Mission Avenue and Vassar Avenue. For the area north of Bear Creek, new trunk sewers would be aligned along Bellevue Road, Cardella Road, and Thornton Road.

Order of magnitude cost estimates (planning-level cost estimates) for major trunk line and pump station projects were developed, and are presented in Attachment 8B. These planning-level estimates include construction costs, a contingency for unknown conditions, and an allowance for design and administration.

The current sewer master planning effort will update this servicing plan for North Merced and the entire SUDP. Depending on the interest of developers and land holders within the proposed UC Merced Campus Community, the servicing plan may also accommodate this area. The July 2014 Sewer Master Plan Update and cost estimate summary for this analysis is presented in Attachment 8C.

F. Attachments

Attachments include the following:

Attachment 8A	City of Merced Sewer Master Plan, January 2007 - Table of Contents
Attachment 8B	Sewer Master Plan Capital Improvement Projects - Planning Level Cost Estimates, January 2007
Attachment 8C	City of Merced Wastewater Collection System Master Planning Implications of Timing for Service Commitments, July 2014

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

ATTACHMENTS

**ATTACHMENT 8A CITY OF MERCED SEWER MASTER PLAN, JANUARY
2007 - TABLE OF CONTENTS**

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CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

**ATTACHMENT 8B SEWER MASTER PLAN CAPITAL IMPROVEMENT
PROJECTS - PLANNING LEVEL COST ESTIMATES,
JANUARY 2007**

Begin on next page.

5.4 CAPITAL COST ESTIMATES

Order of magnitude cost estimates (planning-level cost estimates) for major trunk lines and pump stations have been developed. These planning-level estimates include construction costs, a 30% contingency for unknown conditions, and a 30% allowance for design and administration. These costs have been estimated at a current ENR Construction Cost Index (ENRCCI) of 7,800 (December 2006).

Depending on the growth rate of the City, the buildout of the service area might represent a 50 year or more development horizon. As result, the City may elect to phase all or a portion of the trunk sewers to better match capacity needs with cash flows from development. Phasing options, typically involving construction of smaller parallel sewers, have been provided below.

5.4.1 NORTH MERCED

Tables 5-1 and 5-2 present cost estimates (ENRCCI 7,800) for buildout of sewerage needs for North Merced, as shown in Figure 5-6. Table 5-1 shows costs for a no phasing plan. Table 5-2 shows costs for phasing gravity sewers along Thornton.

Table 5-1
Preliminary Cost Estimate North Merced – No Phasing

PROJECT: MERCED SEWER MASTER PLAN PRELIMINARY COST ESTIMATE-NO PHASING	DATE CREATED: 10/15/2006 UPDATED: 11/7/2006
JOB NUMBER: MERC04-002	PREPARED BY: MCL
DESCRIPTION: Sewerage of Buildout of North Merced No Phasing	CHECKED BY: DTR CURRENT ENR CCI: 7,800

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL
<u>1</u>	<u>BUILDOUT GRAVITY SEWERS</u>				
	24" Sewers	5,262	LF	Variable	\$1,680,000
	27" Sewers	18,361	LF	Variable (2)	\$6,150,000
	36" Sewers	10,588	LF	Variable	\$4,730,000
	42" Sewers	4,264	LF	Variable	\$1,930,000
	48" Sewers	3,393	LF	Variable	\$2,080,000
	54" Sewers	7,880	LF	Variable	\$5,630,000
	60" Sewers	6,184	LF	Variable	\$5,200,000
	72" Sewers	20,975	LF	Variable	\$16,270,000
<u>2</u>	<u>BUILDOUT FORCE MAINS</u>				
	Phase 1				
	30" Force Main	6,188	LF	Variable	\$1,860,000
	Phase 2				
	30" Force Main	6,188	LF	Variable	\$1,860,000
<u>3</u>	<u>PUMP STATION</u>				
	Thornton Pump Station	1	LS	\$7,000,000	\$7,000,000
<u>4</u>	<u>EXISTING SYSTEM IMPROVEMENTS</u>				
	Highway 59 PS Upgrades	1	LS	\$200,000	\$200,000
	Highway 59 Parallel Force Main	1246	LF	\$300,000	\$300,000
	21" Relief Line	1	LS	\$1,200,000	\$1,200,000
	SUBTOTAL				\$56,090,000
	Estimating Contingency	30	%		\$16,830,000
	SUBTOTAL CONSTRUCTION COSTS				\$72,920,000
	Design/Administration	30	%		\$16,830,000
	TOTAL CONSTRUCTION COSTS				\$89,750,000
	ROUNDED				

Notes:
(1) Pump station and force mains must be phased. "No phasing" refers to gravity sewers only.
(2) May be performed as part of interim solution.

Table 5-2
Preliminary Cost Estimate North Merced – Phasing

PROJECT: MERCED SEWER MASTER PLAN PRELIMINARY COST ESTIMATE-PHASING	DATE CREATED: 10/15/2006 UPDATED: 11/7/2006
JOB NUMBER: MERC04-002	PREPARED BY: MCL
DESCRIPTION: Sewerage of Buildout of North Merced With Phasing	CHECKED BY: DTR
	CURRENT ENR CCI: 7,800

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL
1	<u>BUILDOUT GRAVITY SEWERS</u>				
	Phase 1				
	24" Sewers	5,262	LF	Variable	\$1,680,000
	27" Sewers	18,361	LF	Variable (2)	\$6,150,000
	36" Sewers	10,588	LF	Variable	\$4,730,000
	42" Sewers	4,264	LF	Variable	\$1,930,000
	48" Sewers	9,577	LF	Variable	\$6,340,000
	54" Sewers	28,856	LF	Variable	\$17,890,000
	Phase 2				
	42" Sewers	6,215	LF	Variable	\$3,800,000
	48" Sewers	21,444	LF	Variable	\$11,200,000
2	<u>BUILDOUT FORCE MAINS</u>				
	Phase 1				
	30" Force Main	6,188	LF	Variable	\$1,860,000
	Phase 2				
	30" Force Main	6,188	LF	Variable	\$1,860,000
3	<u>PUMP STATION</u>				
	Thornton Lift Station	1	LS	\$7,000,000	\$7,000,000
4	<u>EXISTING SYSTEM IMPROVEMENTS</u>				
	Highway 59 PS Upgrades	1	LS	\$200,000	\$200,000
	Highway 59 Parallel Force Main	1246	LF	\$300,000	\$300,000
	21" Relief Line	1	LS	\$1,200,000	\$1,200,000
	SUBTOTAL				\$66,140,000
	Estimating Contingency	30	%		\$19,840,000
	SUBTOTAL CONSTRUCTION COSTS				\$85,980,000
	Design/Administration	30	%		\$19,840,000
	TOTAL CONSTRUCTION COSTS				\$105,820,000
	ROUNDED				

Notes:
(1) Pump station and force mains must be phased. "Phasing" refers to gravity sewers only.
(2) May be performed as part of interim solution.

5.4.2 SOUTH MERCED

Table 5-3 presents cost estimates (ENRCCI 7,800) for buildout of sewerage needs for South Merced, as shown in Figure 5-8.

Table 5-3
Preliminary Cost Estimate South Merced – Phasing

PROJECT: MERCED SEWER MASTER PLAN PRELIMINARY COST ESTIMATE		DATE CREATED: 12/21/2006 UPDATED: 1/5/2007	
JOB NUMBER: MERC04-002		PREPARED BY: MCL	
DESCRIPTION: Sewerage of Buildout of South Merced With Phasing		CHECKED BY: DTR	
		CURRENT ENR CCI: 7,800	

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL
1	<u>BUILDOUT GRAVITY SEWERS</u>				
	SUDP Build-Out				
	21" Sewers	5,327	LF	Variable	\$1,080,000
	27" Sewers	7,159	LF	Variable	\$1,760,000
	33" Sewers	8,753	LF	Variable	\$2,730,000
	36" Sewers	7,889	LF	Variable	\$2,820,000
	48" Sewers	14,612	LF	Variable	\$7,760,000
	Expanded SUDP Study Area Build-Out				
	33" Sewers	5,596	LF	Variable	\$2,130,000
	42" Sewers	17,567	LF	Variable	\$10,520,000
	48" Sewers	8,753	LF	Variable	\$5,470,000
	54" Sewers	19,774	LF	Variable	\$12,800,000
2	<u>PUMP STATION</u>				
	Bear Creek Pump Station	1	LS	\$3,000,000	\$3,000,000
	SUBTOTAL				\$50,070,000
	Estimating Contingency	30	%		\$15,020,000
	SUBTOTAL CONSTRUCTION COSTS				\$65,090,000
	Design/Administration	30	%		\$15,020,000
	TOTAL CONSTRUCTION COSTS				\$80,110,000
	ROUNDED				

Notes:

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

System Evaluation and Capacity Assurance Plan
December 16, 2014

**ATTACHMENT 8C CITY OF MERCED WASTEWATER COLLECTION SYSTEM
MASTER PLANNING IMPLICATIONS OF TIMING FOR
SERVICE COMMITMENTS, JULY 2014**

Begin on next page.

City of Merced Wastewater Collection System Master Planning Implications of Timing for Service Commitments

The City of Merced has developed a basis for a sewer system master plan to identify capacity constraints within the existing sewer system and to develop short- and long-term Capital Improvement Projects (CIP). The CIP will address existing hydraulic deficiencies, prioritize improvements to those deficiencies, identify alternatives for system upgrades, and establish schedules of completion. In addition to addressing deficiencies in the system, the City's ongoing master planning efforts are intended to determine the preferred means to sewer build-out of the Vision 2030 General Plan Specific Urban Development Plan (SUDP) and adjacent Study Areas, including UC Merced and possibly the Campus Community.

BACKGROUND

In December 2002 ECO:LOGIC Engineering (now Stantec) completed an assessment of the capacity needs for the wastewater collection system north of Bear Creek. This work was documented in the City of Merced North Merced Sewer Master Plan (ECO:LOGIC Engineering, December 2002).

ECO:LOGIC Engineering was subsequently commissioned by the City (2005-2007) to update the 1982 City of Merced Sewer Master Plan using the results in the 2002 report. The task was to incorporate the City's then current SUDP and land use assumptions to complete an evaluation of alternative servicing strategies for new developments outside of the SUDP at the time.

Stantec completed a Draft Report for the City of Merced Sewer Master Plan in January of 2007. The Plan addressed how to sewer development within the SUDP boundary and considered options for how to sewer "Study Areas" outside the SUDP. The draft report compiled several years of flow studies and hydraulic modeling, but was not finalized because sewerage needs of UC Merced and nearby areas (including the Campus Community) had not been fully defined.

Since 2007, many of the uncertainties regarding servicing needs have been addressed and defined which provides a significantly more clarity to the sewerage needs for future developments. Stantec has been commissioned to update the 2007 Draft Sewer Master Plan using the following information as the basis:

- Merced Vision 2030 General Plan which defines new land use assumptions (January 2012).
- The completion of a number of rehabilitation projects (including the partial lining of the Gerard Trunk Sewer).
- Revised growth projections for UC Merced based upon student enrollment forecasts.



City of Merced Wastewater Collection System
Master Planning Implications of Timing for Service Commitments

The scope of work for the master plan update includes the following major tasks:

1. Update land use and wastewater flows generated from the 2030 Vision General Plan Boundary and adjacent Study Areas, including UC Merced and the Campus Community.
2. Assess available capacity of major sewers.
3. Determine the best means to sewer the build-out of the Vision 2030 General Plan SUDP, which includes UC Merced and the Campus Community.
4. Develop an interim service plan and CIP for City growth.
5. Develop a prioritized sewer repair and replacement program.

DESIGN CRITERIA

The criteria used in the previous master planning effort for assessing existing collection system deficiencies as well as estimating facility needs to service the SUDP are very similar to those being utilized for the current update effort. The criteria applied can be summarized as follows.

City SUDP Boundary

System capacity was evaluated using a 10-year, 24-hour storm event as the basis. Peak hourly flows within the City system were estimated using a peaking factor of 2.3. Existing contributing areas (developed) were assumed to be the same as in 2007, with recently developed areas added with input from the City Engineer. Flow generation estimates utilized for future growth areas are summarized by land use category in Table 1.



City of Merced Wastewater Collection System
 Master Planning Implications of Timing for Service Commitments

Table 1 Recommended Planning Wastewater Unit Flows

Land Use Definitions	Future Land Use Unit Flow (a)	Previous MP Unit Flow (b)	Units (c)
Commercial			
General Commercial	1,500	1,500	gpd/acre
Business Park	1,500	1,500	gpd/acre
Business Park Reserve	1,500	1,500	gpd/acre
Commercial Office	1,500	1,500	gpd/acre
Thoroughfare Commercial	1,500	1,500	gpd/acre
Regional Community Commercial	1,500	1,500	gpd/acre
Neighborhood Commercial	N/A	1,500	gpd/acre
Commercial Reserve	1,500	1,500	gpd/acre
Industrial			
Manufacturing/Industrial	2,000	2,000	gpd/acre
Industrial Reserve	2,000	2,000	gpd/acre
Schools/Public Use			
Schools			
Elementary/Middle schools	25 gpd/student	25 gpd/student	gpd/student
High school	50 gpd/student	50 gpd/student	gpd/student
Future School			
Elementary/Middle schools	25 gpd/student	25 gpd/student	gpd/student
High school	50 gpd/student	50 gpd/student	gpd/student
Public General Use	1,500	1,500	gpd/acre



City of Merced Wastewater Collection System
 Master Planning Implications of Timing for Service Commitments

Land Use Definitions	Future Land Use Unit Flow (a)	Previous MP Unit Flow (b)	Units (c)
Open Space			
Agricultural	0	0	gpd/acre
Open Space – Park Recreation	0	0	gpd/acre
Future Park	0	0	gpd/acre
Residential (d)			
<i>If number of dwelling units (DU) IS NOT known:</i>			
Rural Residential (e)	513 gpd/acre	257 gpd/DU	
Low Density Residential	1,155	1,540	gpd/acre
Low to Medium Density Residential	2,182	2,310	gpd/acre
High to Medium Residential	4,621	4,621	gpd/acre
High Density Residential	7,782	7,701	gpd/acre
Mobile Home Park Residential	2,054	2,054	gpd/acre
Village Residential	3,080	3,080	gpd/acre
Mixed Use	3,061	N/A	gpd/acre
Community Plan	533	N/A	
Residential Reserve	1,155	1,540	gpd/acre
<i>If number of dwelling units IS known:</i>			
All Residential Categories	257	257	gpd/DU

- (a) Updated from 2007 Master Plan assumptions in consultation with City of Merced staff.
- (b) Source, Table 3-1, *City of Merced Sewer Master Plan Report*, (ECO:LOGIC, January 2007).
- (c) gpd/acre = gallons per day per acre
- (d) Unit flows based on residential densities and an occupancy rate of 3.02 as discussed in Chapter 3 from the Merced Vision 2015 General Plan, and a per capita flow of 85 gallons per capita per day (gpcd).
- (e) Assumes a density of 2 units per acre, 257 gpd/DU.



City of Merced Wastewater Collection System
 Master Planning Implications of Timing for Service Commitments

UC Merced and Campus Community

UC Merced and Campus Community wastewater flow generation estimates for build-out were extracted from the *UC Merced and University Community Project Draft EIS/EIR* (November 2008, Impact Services, Inc.). These are summarized in Table 2. Peak flow estimates were projected by applying the peaking factor of 2.3 being applied for the same purpose to future flow generation estimates within the City portion of the SUDP.

Table 2 Build-out Wastewater Generation, Mgal/d

Source	UC Merced	Campus Community North	Campus Community South	Total
Average Flow, Mgal/d	1.13	0.92	1.04	3.09
Peak Flow, Mgal/d	2.6	2.12	2.4	7.12

Source: Tables 2.0-4 and 2.0-8, *UC Merced and University Community Project Draft EIS/EIR* (November 2008, Impact Services, Inc.).

CAPITAL IMPROVEMENTS – FULL SUDP BUILD-OUT

For long term needs, new trunk sewers are recommended to accommodate future build-out development in the SUDP including UC Merced and the Campus Community. For the area south of Bear Creek, recommended trunk sewers would be aligned along Mission Avenue and Vassar Avenue. For the area north of Bear Creek new trunk sewers would be aligned along Bellevue Road, Cardella Road, and Thornton Road.

CAPITAL IMPROVEMENTS – FULL SUDP BUILD-OUT, EXCLUDING CAMPUS COMMUNITY

The current sewer master planning effort has considered a number of alternative approaches to servicing the North Merced area, including scenarios which involve:

- Alternative pipe alignments
- Different assumptions on density of development
- Inclusion of existing septic areas in servicing plans
- Exclusion of existing septic areas from servicing plans
- Inclusion of the Campus Community lands in servicing plans
- Exclusion of the Campus Community lands from servicing plans

It is understood that the interests that intend to develop the Campus Community lands wish to consider the option of receiving wastewater service from the City. To weigh this option, the City requested that Stantec compare the likely facility needs of a system planned and developed to



City of Merced Wastewater Collection System
Master Planning Implications of Timing for Service Commitments

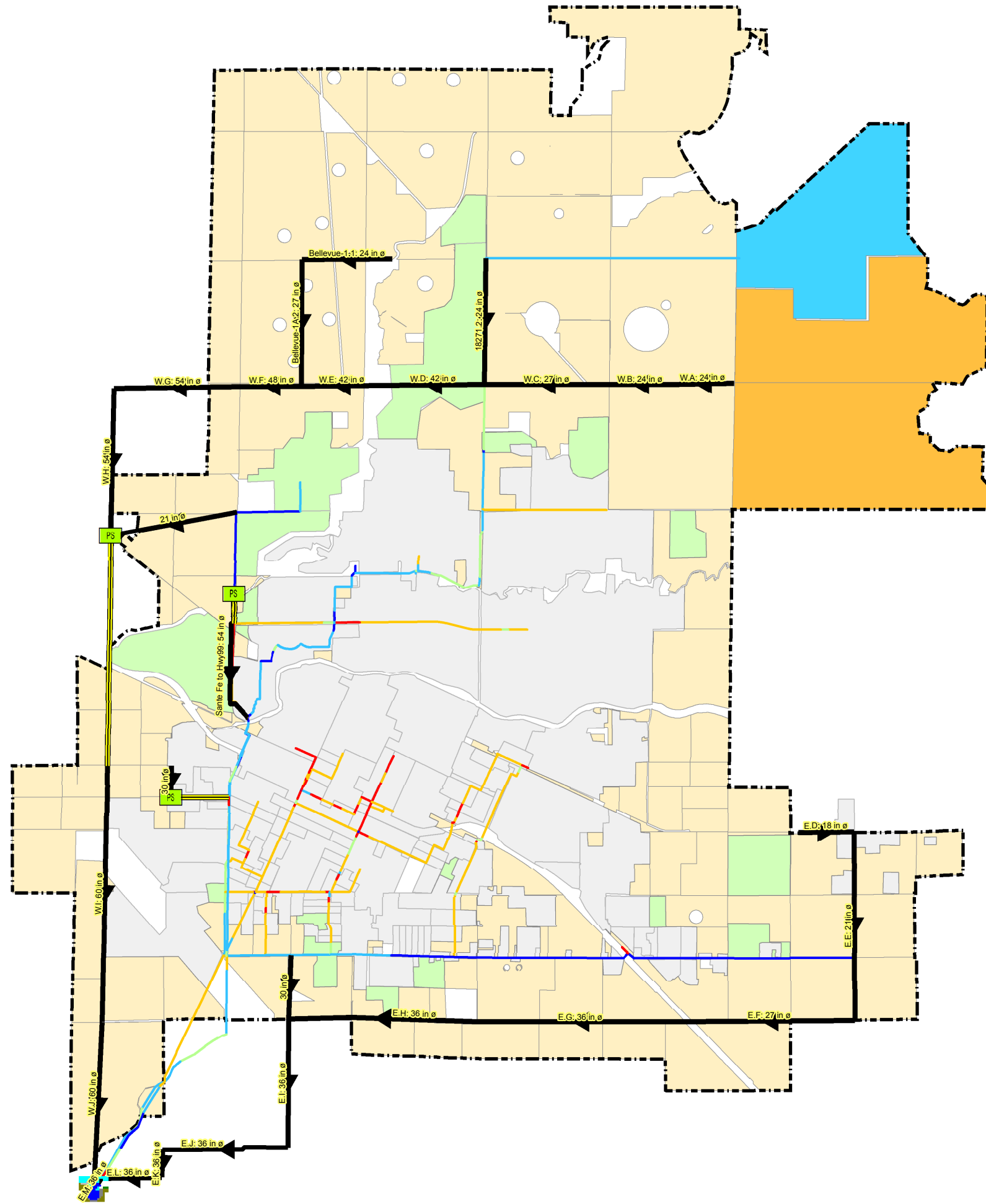
convey wastewater from the entire 2030 General Plan SUDP with a system planned and developed without allowing for servicing of the Campus Community.

The City further requested that Stantec identify what facilities would be necessary to convey flows from the Campus Community lands separately. The potential magnitude of such separate facilities would seem to suggest that if the Campus Community wishes to receive sewer service, doing so now (with initial improvements) would be advisable due to larger and shared economies of scale. Table 3 summarizes the three scenarios described above.

Table 3 Conveyance Facility Scenarios

Scenario	Conveyance Facility Service Area
1	Service to entire 2030 SUDP
2	Service to 2030 SUDP, less Campus Community
3	<ul style="list-style-type: none">• Service to 2030 SUDP, less Campus Community• Separate conveyance to service Campus Community

Figure 1 illustrates the trunk sewer alignments and diameters projected to be needed to serve the SUDP under Scenario 1. Figure 2 illustrates the trunk sewer alignments and diameters projected to be needed to serve Scenario 2. Figure 3 illustrates trunk sewer alignments and diameters projected to be needed to serve Scenario 3.



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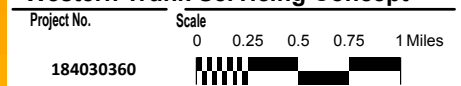
- Legend**
- Existing System Residual Capacity**
- Over Capacity
 - < 2.5 MGD
 - 2.5 - 5.0 MGD
 - 5.0 - 10.0 MGD
 - > 10.0 MGD
- Forcemains
- PS Lift Stations
- Proposed Upgrades
- WWTP
- Merced GP 2030 Boundary
- Existing Projects Still In Development
- Buildout Sewershed
- Campus Community
- UC Merced
- Existing Sewersheds

Notes

Client/Project

**CITY OF MERCED SEWER
 MASTER PLAN PROJECT UPDATE**
 Merced, CA, USA

Title
**Revised Density Analysis
 Full Development
 Western Trunk Servicing Concept**



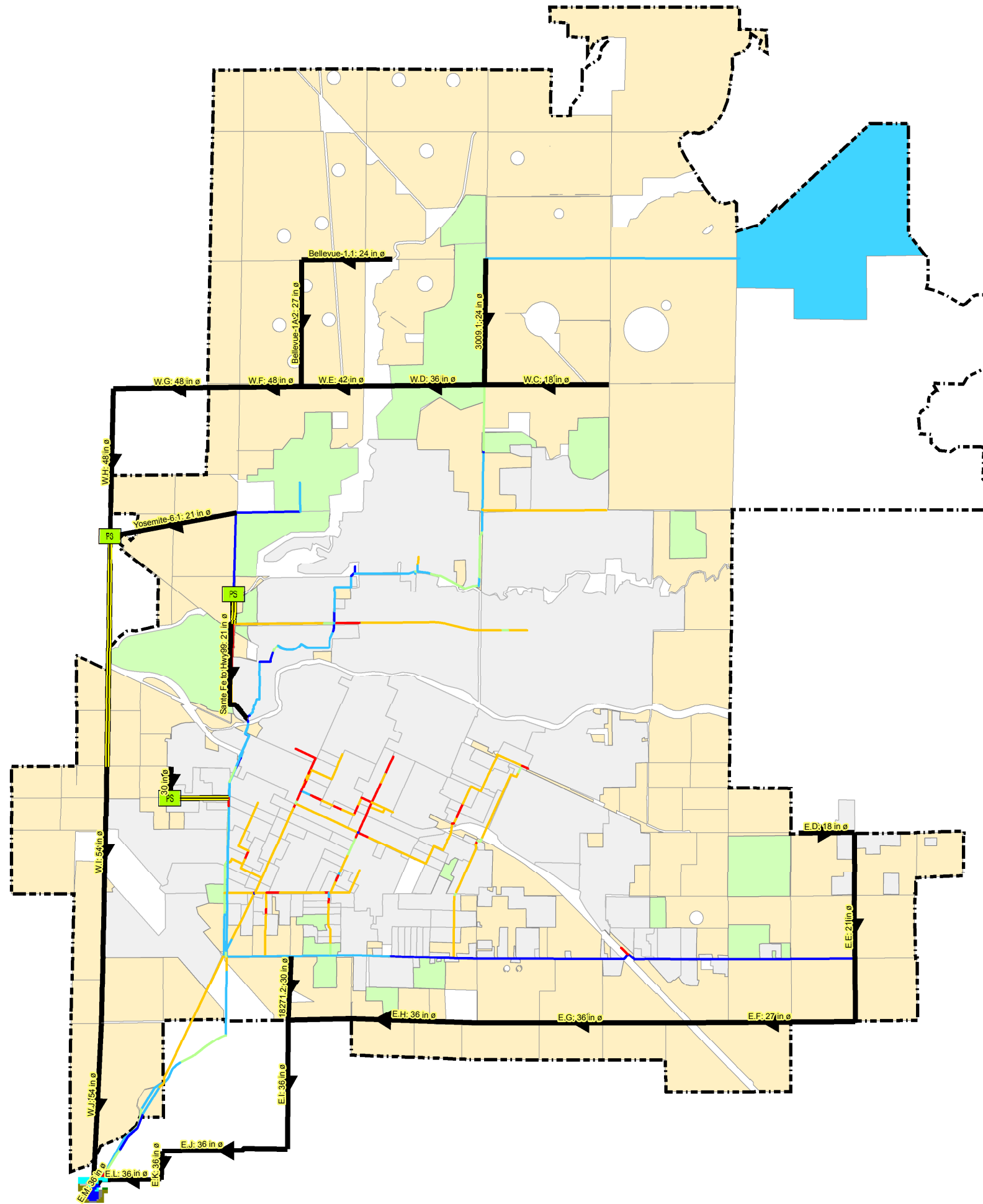


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Legend

- Existing System Residual Capacity**
- Over Capacity
 - < 2.5 MGD
 - 2.5 - 5.0 MGD
 - 5.0 - 10.0 MGD
 - > 10.0 MGD
- Forcemains
 - FS Lift Stations
 - Proposed Upgrades
 - WWTP WWTP
 - Merced GP 2030 Boundary
 - Existing Projects Still In Development
 - Buildout Sewershed
 - UC Merced
 - Existing Sewersheds



Notes

Client/Project



**CITY OF MERCED SEWER
MASTER PLAN PROJECT UPDATE**
Merced, CA, USA

Title
**Revised Density Analysis
UC Campus Community Excluded
Western Trunk Servicing Concept**

Project No.	Scale
184030360	0 0.25 0.5 0.75 1 Miles
Drawing No.	Issue/Revision
2	A/



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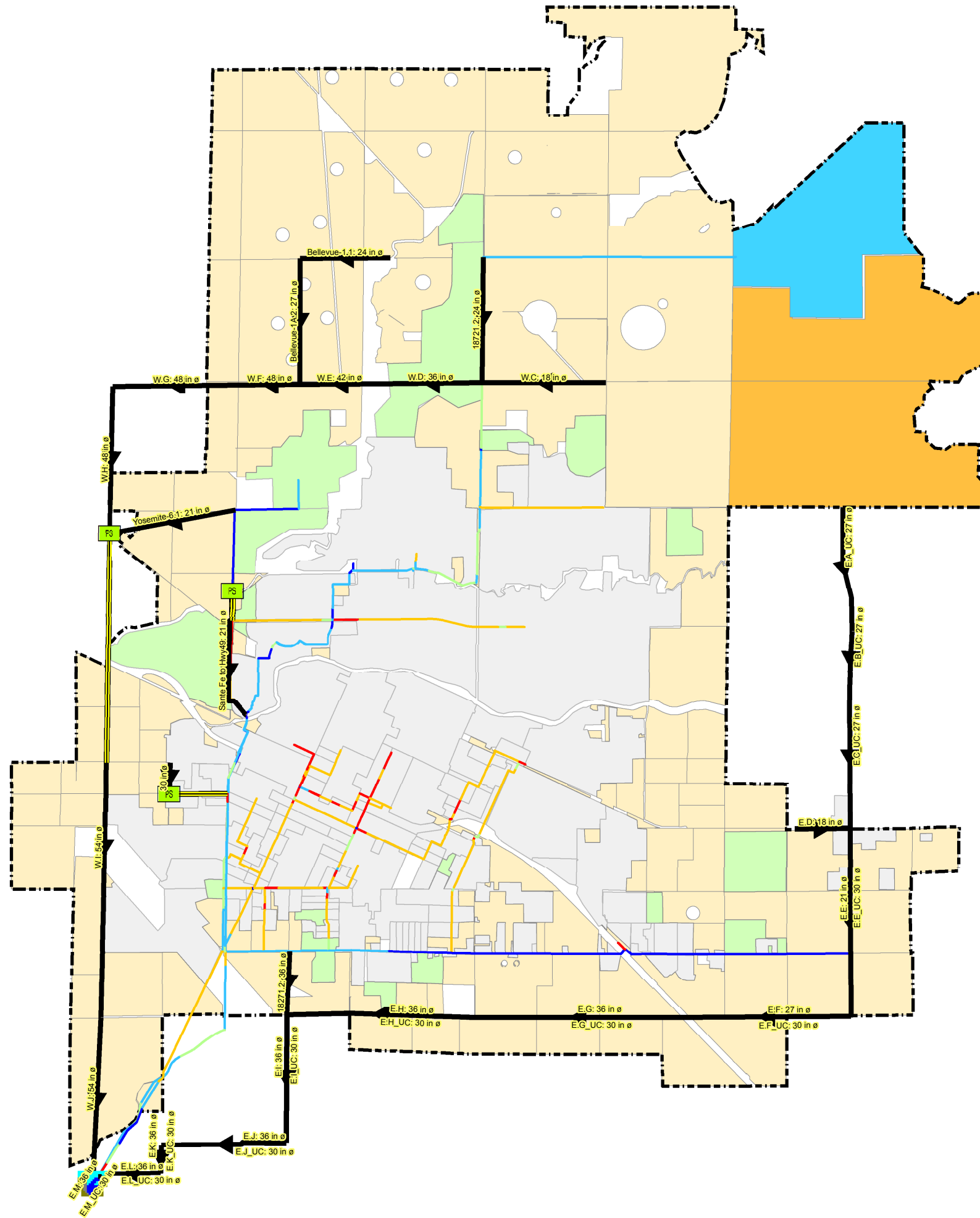
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Legend

Existing System Residual Capacity

- Over Capacity
- < 2.5 MGD
- 2.5 - 5.0 MGD
- 5.0 - 10.0 MGD
- > 10.0 MGD
- Forcemains
- Lift Stations
- Proposed Upgrades
- WWTP

- Buildout Sewershed
- Campus Community
- UC Merced
- Existing Sewersheds
- Merced GP 2030 Boundary



Notes

THIS SCENARIO WAS DEVELOPED ASSUMING THE WESTERN TRUNK WAS BUILT WITHOUT COMMITMENT FROM UC MERCED.

2.6 MGD FROM UC MERCED IS DISTRIBUTED TO THE WESTERN TRUNK, WITH THE REMAINING FLOW THROUGH TO THE EASTERN TRUNK

Client/Project



**CITY OF MERCED SEWER
MASTER PLAN PROJECT UPDATE**
Merced, CA, USA

Title
**Revised Density Analysis
No UC Commitment to Sewer
Western Trunk Servicing Concept**

Project No. 184030360 Scale 0 0.25 0.5 0.75 1 Miles

Drawing No. 3 Issue/Revision A/



COST ESTIMATES

Panning-level cost estimates for major trunk lines and pump stations were developed for each of the three scenarios and are presented in Table 4. These planning-level estimates include construction costs, a contingency for unknown conditions, and an allowance for design and administration.

Table 4 Opinion of Capital Costs for Sewer Facility Scenarios

Scenario	Construction Cost (a)	Engineering, CM, Admin (20%)	Contingency (30%)	Total Project Costs (rounded)
1	\$78,650,000	\$15,730,000	\$23,595,000	\$117,975,000
2	\$73,490,000	\$14,698,000	\$22,047,000	\$110,235,000
3 (b)	\$99,260,000	\$19,852,000	\$29,778,000	\$148,890,000

(a) The current servicing plan scenarios all call for a pump station on the west side of the City. This cost estimate assumes both a 24-inch and 36 inch diameter force main (anticipating some phasing) approximately 1.8 miles in length will be constructed.

(b) Costs for this scenario assume a siphon east of the City to serve the Campus Community.

The question of including, or not including, the Campus Community in the master plan for servicing the SUDP is an important one to the City, as well as the entities/individuals with rights to develop within the Campus Community. This brief summary has been prepared to help illustrate the relative cost impact of the basic planning decision being weighed, including the following three scenarios:

- to accommodate the Campus Community in City planning at this time, or
- not to accommodate the Campus Community in City planning at this time, or
- to accommodate the Campus Community area in the future, with wholly separate facilities.

ELEMENT 9 MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

During implementation of the SSMP program, the program elements should be monitored for their effectiveness. If the elements are not effective, the program elements should be modified or updated to increase their effectiveness. The State General Orders (WDR) contains specific language relating to this regulatory requirement, which is quoted for each aspect of this element in the sections that follow.

A. Maintain Information

A.1 Regulatory Requirement

“Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities.”

A.2 City of Merced’s Program

The City will track the following information to measure the effectiveness of its SSMP program:

- Number of SSOs (per 100 miles of mainline per year)
- Cause of each SSO (i.e.; debris, pipe failure, capacity, lift station failure)
- Location of each SSO
- Average SSO volume (gallons)
- Average response time to SSO
- Percentage of spill contained compared to total volume of spill
- Percentage of total spill discharged to surface water
- Percentage of Category 1 spills
- Staff training on sewer system O&M (hours)
- Review of SSMP requirements (hours)

A form for tracking SSO occurrences each year is included in Attachment 9A. Completed tracking forms for each year can be filed under Attachment 9B.

B. Monitor SSMP Implementation

B.1 Regulatory Requirement

“Monitor the implementation and, when appropriate, measure the effectiveness of each element of the SSMP.”

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Monitoring, Measurement, and Program Modifications
December 16, 2014

B.2 City of Merced's Program

For each of the 11 elements of the SSMP, the City has developed a set of performance measures that will be used to evaluate the effectiveness of each element. Table 9-1 outlines each element and its corresponding performance measures. A form for tracking the performance measures in Table 9-1 is included in Attachment 9A. The completed tracking forms can be filed under Attachment 9C.

Table 9-1 Performance Measures for Each SSMP Element

SSMP Element	Performance Measures
Goal	No measures needed
Organization	No measures needed
Legal Authority	No measures needed
Operation and Maintenance Program	<ul style="list-style-type: none"> • Number and volume of SSOs • Cause of SSOs • Number of repeat SSOs (based on location) • Number of SSOs due to lift station failure • Staff sewer O&M training
Design and Performance Provisions	No measures needed
Overflow Emergency Response Plan	<ul style="list-style-type: none"> • Average response time • Percentage of spill contained compared to total volume of spill
FOG Control Program	No measures needed (FOG not a problem)
System Evaluation and Capacity Assurance Plan	Number of SSOs due to capacity limitations
Monitoring, Measurement, and Program Modifications	Effective documentation
SSMP Program Audits	<ul style="list-style-type: none"> • Date of most recently completed SSMP audit • SSMP requirement review
Communication Program	No measures needed

C. Preventative Maintenance Program

C.1 Regulatory Requirement

"Assess the success of the preventative maintenance program."



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C.2 City of Merced's Program

The performance measures used to evaluate the success of the City's preventative maintenance program are outlined in Table 9-1 under the "Operation and Maintenance Program" element.

D. Update Elements

D.1 Regulatory Requirement

"Update program elements, as appropriate, based on monitoring or performance evaluations."

D.2 City of Merced's Program

Based on evaluations of the performance measures in Table 9-1, the City will update and modify SSMP elements as necessary.

E. SSO Trends

E.1 Regulatory Requirement

"Identify and illustrate SSO trends, including: frequency, location and volume."

E.2 City of Merced's Program

As a requirement of WDR 2006-0003, the City reports monthly to the State Water Quality Control Board (SWQCB) using the California Integrated Water Quality System (CIWQS). The City is required to complete a monthly report if an SSO occurs or not. If an SSO occurs, the City reports the volume, location, and cause of the spill. The City will maintain a map of the system which shows the location and cause of each SSO. This will allow the City to assess location patterns of particular types of SSOs and address them more effectively.

F. Attachments

Attachments include the following:

Attachment 9A	SSMP Monitoring and Performance Evaluation Forms
Attachment 9B	Completed SSMP Monitoring Forms
Attachment 9C	Completed SSMP Performance Evaluation Forms



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**ATTACHMENT 9A SSMP MONITORING AND PERFORMANCE
EVALUATION FORMS**

Begin on next page.

City of Merced SSMP Monitoring Parameters

Year: _____					
Parameters	Jan -Mar	Apr - Jun	Jul - Sep	Oct - Dec	Annual Total
Number of SSOs (per 100 mile of mainline)					
Cause of SSOs					
Average SSO response time (minutes)					
Average SSO volume (gallons)					
Percentage of spill contained					
Percentage of spill discharged to surface water					
Number of Category 1 spills					
Staff sewer O&M training (hours)					
SSMP requirements review (hours)					

The locations of SSO are to be plotted on a sewer system map and attached to this summary report.

City of Merced SSMP Performance Measures

Year: _____		
SSMP Element	Performance Measure	Annual Total
Element 4 - Operation and Maintenance Program	Number of SSOs (per 100 mile of mainline)	
	Average SSO volume (gallons)	
	Cause of SSOs	
	Number or repeat SSOs (by location - See SSO map)	
	Number of SSOs due to lift station failure	
	Staff sewer O&M training (hours)	
Element 6 - Overflow Emergency Response Plan	Average SSO response time (minutes)	
	Percentage of spill contained	
Element 8 - SECAP	Number of SSOs due to capacity limitations	
Element 10 - SSMP Program Audits	Date of most recent SSMP audit	
	SSMP Requirements Review (hours)	

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ATTACHMENT 9B COMPLETED SSMP MONITORING FORMS

[To be incorporated annually]

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**ATTACHMENT 9C COMPLETED SSMP PERFORMANCE EVALUATION
FORMS**

[To be incorporated annually]

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

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ELEMENT 10 SSMP PROGRAM AUDITS

Internal audits should be performed at a frequency of every two years or less, as appropriate. The internal audits will assess the effectiveness of the SSMP. These audits are also intended to identify and correct any deficiencies within the SSMP.

A. SSMP Program Audits

A.1 Regulatory Requirement

The State General Orders (WDR) contains specific language relating to this regulatory requirement as follows:

“As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee’s compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.”

A.2 City of Merced’s SSMP Program Audit Procedures

The City’s focus is to continue to provide high quality service to its customers by improving the management, operation, and maintenance of the sanitary sewer system. The development and maintenance of the SSMP will provide direction for the City to effectively reduce and prevent SSOs. To maintain an effective SSMP, the City will perform audits and updates, ranging from quarterly to every other year, of the SSMP elements. A schedule for SSMP evaluation is as follows:

- Quarterly Evaluation – The Collection System Supervisor will review and update the City organization chart to include: current staff, contact information, position titles, and chain of communication. In addition, any staff training needs or goals will also be reviewed. A form for completing the quarterly evaluation is included in Attachment 10A. The completed evaluation can be filed under Attachment 10B.
- Annual Evaluation – Each year, City staff will update the five year capital improvement program to include any additional improvement projects. The City will also maintain annual records of its sewer system O&M budget and actual O&M costs. The completed annual evaluation information can be filed (or location referenced) under Attachment 10C.
- Bi-annual Audits – Every other year, City staff will evaluate the effectiveness and compliance of each SSMP element and document the findings in a report. A form for



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completing each bi-annual audit is included in Attachment 10A. The completed audit can information be filed (or location referenced) under Attachment 10D.

The criteria for bi-annual audits and SSMP updates will be based on the performance measures outlined in Table 9-1 of Element 9. The bi-annual reports will include the following:

- Review of progress made since implementation of SSMP, or previous audit updates
- Review of performance measures outlined in Element 9
- Evaluation of implementation and overall effectiveness of each SSMP element
- Summary of changes and updates to SSMP
- Identification of any needed improvements
- Description of plan for correcting any deficiencies in SSMP

In addition to bi-annual audits, the City's SSMP will be reviewed and updated every five years, as required in subsection D.14 of WDR 2006-0003. This reoccurring review process will provide an opportunity for the City to perform a more comprehensive review of the effectiveness and compliance of the SSMP, which may result in modifications to the plan. If any significant changes are made to the SSMP, re-certification by the City Council is required.

B. Attachments

Attachments include the following:

Attachment 10A	SSMP Quarterly Evaluation and Bi-Annual Audit Forms
Attachment 10B	Completed SSMP Quarterly Evaluation Forms
Attachment 10C	Completed SSMP Annual Evaluation Information
Attachment 10D	Completed SSMP Bi-Annual Audit Information

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ATTACHMENTS

**ATTACHMENT 10A SSMP QUARTERLY EVALUATION AND BI-ANNUAL
AUDIT FORMS**

Begin on next page.

City of Merced
Quarterly SSMP Evaluation Form

1) Have any positions, names or contact numbers for personnel listed in Element 2 of the City's SSMP changed?

Yes _____ No _____

If yes, list the changes below and update the City's SSMP contact information:

2) Has the Chain of Communication for reporting SSOs changed?

Yes _____ No _____

If yes, list the changes below and update the City's SSMP:

3) Are staff members on schedule for meeting their annual training goals?

Yes _____ No _____

If no, list the training classes scheduled for the remainder of the year:

**City of Merced
Bi-annual SSMP Audit Form**

1) Describe the progress made since implementation of the SSMP, or the most recent audit update:

2) Do the performance measures outlined in Element 9 meet the City's needs?

Yes _____ No _____

If no, outline modifications to these performance measures:

3) Describe the success of implementation and overall effectiveness of each SSMP element:

Element	Not Effective	Effective	Extremely Effective
Goal	1	2	3
Organization	1	2	3
Legal Authority	1	2	3
Operation and Maintenance	1	2	3
Overflow Emergency Response Plan	1	2	3
Fats, Oils and Grease (FOG) Control Program	1	2	3
Design and Performance Provisions	1	2	3
System Evaluation & Capacity Assurance Plan	1	2	3
Monitoring, Measurement, and Program Modifications	1	2	3
SSMP Program Audits	1	2	3
Communication Program	1	2	3

Comments:

4) Describe any changes or updates to the SSMP:

**City of Merced
Bi-annual SSMP Audit Form**

5) Describe any needed improvements to the SSMP:

6) Outline steps to correct any deficiencies with the SSMP:

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**ATTACHMENT 10B COMPLETED SSMP QUARTERLY EVALUATION
FORMS**

[To be incorporated annually]

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**ATTACHMENT 10C COMPLETED SSMP ANNUAL EVALUATION
INFORMATION**

[To be incorporated annually]

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

SSMP Program Audits
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**ATTACHMENT 10D COMPLETED SSMP BI-ANNUAL AUDIT
INFORMATION**

[To be incorporated annually]

ELEMENT 11 COMMUNICATION PROGRAM

As part of developing and implementing the SSMP, a public outreach program will be established to inform the public of the process, and provide a means of incorporating public input into the SSMP development.

A. Communication Program

A.1 Regulatory Requirement

The State General Orders (WDR) contains specific language relating to this regulatory requirement as follows:

“The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented. The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee’s sanitary sewer system”.

A.2 City of Merced’s Communication Program

The City of Merced will communicate regularly with the public on the development, implementation, and performance of the SSMP using the following outreach methods:

- City of Merced’s website (<http://www.cityofmerced.org/>),
- Semi-annual notices and comment forms in the residents’ sewer bills, and
- City Council meetings.

Opportunities for public comment, regardless of the outreach method, will be available to the residents of Merced. For residents preferring the convenience of digital media, the City maintains a website which provides the latest city-wide announcements, information on the various city departments, City Council agendas and meeting minutes, and additional information for residents. The City will post the final, council-adopted, SSMP on the website and provide a means for informing the public on SSMP activities and incorporating public comment.

For residents who do not have access to the City’s website, semi-annual SSMP updates and comment forms will be included in residents’ sewer bills. Another option for residents to be informed and able to comment on the City’s SSMP will be through public meetings. Currently, the City has bi-monthly City Council meetings which will provide a more personal forum for discussion and comment on the progress of the City’s SSMP. Lastly, hardcopies of the City’s SSMP will be available for public review and comment. One copy will be at City Hall and an additional copy will be at the City of Merced Public Works Office.

CITY OF MERCED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Communication Program
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Additional regulatory requirements call for the City to communicate with tributary and/or satellite systems.

The Wastewater Division has created and implemented the following agreement to ensure adequate communication with tributary/Satellite agencies:

- Resolution 78-3
- Merced County General Hospital Agreement for Disposal of Water with Merced County
- Cone-Harrison Area Intergovernmental Agreement with Merced County
- Contract for Water and Sewer Services with the Regents of the University of California for the UC Campus
- Bellevue Road Maintenance Agreement with Merced County
- Water & Sewer Services Agreement for the Public Entity located at 315 D Street with the Merced County Community Action Board

A.3 City of Merced's Internal Communication Program

City staff will provide the City Council with quarterly updates about SSMP performance. These briefings will be documented in the City Council minutes. City staff will also regularly document sewer system O&M training and performance evaluation as part of Elements 9 and 10.