



California Regional Water Quality Control Board

San Francisco Bay Region



Matthew Rodriguez
Secretary for
Environmental Protection

1515 Clay Street, Suite 1400, Oakland, California 94612
(510) 622-2300 • Fax (510) 622-2460
<http://www.waterboards.ca.gov/sanfranciscobay>

Edmund G. Brown, Jr.
Governor

(Sent via email and regular mail)

February 24, 2012

To: Attached List

ATTN: Wastewater Permittees with Pretreatment Program Requirements

SUBJECT: New Requirement to Submit Pretreatment Reports to eSMR/CIWQS

This letter notifies you that, starting with this year's report, you are required to submit electronically semiannual and annual pretreatment reports in PDF through the Electronic Self-Monitoring Report, or eSMR, module of the California Integrated Water Quality System (CIWQS). You will no longer need to submit the pretreatment reports in paper form to the Regional and State Water Boards, or to the U.S. EPA. This change will improve access to pretreatment reports by State Water Board staff and the public. To facilitate this transition, we are extending to April 2, 2012, the deadline for pretreatment reports due at the end of this month. Note that all future due dates remain unchanged.

At least two weeks prior to April 2, 2012, please establish internal procedures for submitting pretreatment reports via eSMR/CIWQS. This can be done either by setting up new user accounts for your pretreatment staff, or having staff who currently upload monthly self-monitoring reports to eSMRs also upload pretreatment reports. Submittal of report to eSMR/CIWQS will require certification by a "legally responsible official" or LRO. This LRO may be the same individual authorized to certify monthly self-monitoring reports, or it may be a new official. If new official, an LRO form must be submitted. Forms and instructions for setting new user accounts and LROs are located on the CIWQS webpage at http://www.waterboards.ca.gov/water_issues/programs/ciwqs/chc_npdes.shtml. Please contact the CIWQS Help Center at 1-866-792-4977 for additional information. Please include your permit's order number (e.g., R2-2011-0046) when contacting the CIWQS Help Center. State Water Board staff will need at least one week to process registration forms.

By no later than March 24, 2012, we will complete setting up pretreatment report expectations in eSMR/CIWQS under the same permit order number as for your monthly self-monitoring reports. Once this is completed, you may start submitting your pretreatment reports. If you have already submitted your report via our FTP (file transfer protocol) site, you will need to resubmit the report via eSMR/CIWQS by April 2, 2012.

Please contact Michael Chee via email at mchee@waterboards.ca.gov, or by telephone at (510) 622-2333, if you have any questions.

Sincerely,

Bruce H. Wolfe
Executive Officer

Attachment: Wastewater Permittees with Pretreatment Program Requirements

Copy (sent via email):

Jenny Chen, SWRCB, hjchen@waterboards.ca.gov

Keith Silva, U.S. EPA, Region 9, silva.keith@epamail.epa.gov

Wastewater Permittees with Pretreatment Program Requirements

City of American Canyon
Attn: Stacey Ambrose, Water Quality/Lab
Manager
151 Mezzetta Court
American Canyon, CA 94503
sambrose@cityofamericancanyon.org

City of Benicia
Wastewater Treatment Plant
Attn: Brad Harms, Water Quality Technician
614 East 5th Street
Benicia, CA 94510
bharms@ci.benicia.ca.us

City of Burlingame
Wastewater Treatment Facility
Attn: Eva Justimbaste, Environmental Compliance
Supervisor
501 Primrose Road
Burlingame, CA 94010
eva.justimbaste@veoliawaterna.com

Central Contra Costa Sanitary District
Attn: Tim Potter, Environmental Compliance
Superintendent
5019 Imhoff Place
Martinez, CA 94553
tpotter@centalsan.org

Central Marin Sanitation Agency
Attn: Robert Cole, Environmental Services
Manager
1301 Anderson Drive
San Rafael, CA 94901
rcole@centralmarinsa.org

Delta Diablo Sanitation District
Attn: Darrell Cain, Laboratory Manager
2500 Pittsburg-Antioch Highway
Antioch, CA 94509
DarrellC@ddsd.org

Dublin San Ramon Services District
Attn: Eric Kuefner, Senior Environmental
Compliance Inspector
7399 Johnson Drive
Pleasanton, CA 94588
mailto:kuefner@drsd.com

East Bay Municipal Utility District
Attn: Chandra Johannesson, Supervising
Environmental Services Representative
P.O. Box 24055
Oakland, CA 94623-1055
cjohanne@ebmud.com

Fairfield-Suisun Sewer District
Wastewater Treatment Plant
Attn: Meg Herston, Environmental Scientist
1010 Chadbourne Road
Fairfield, CA 94534
mherston@fssd.com

City of Hayward
Attn: Debra Kunisawa, Water Pollution Control
Administrator
24499 Soto Road
Hayward, CA 94544
debra.kunisawa@hayward-ca.gov

City of Livermore
Attn: Steve Aguiar, Environmental Compliance
Supervisor
101 W. Jack London Blvd.
Livermore, CA 94551
amaguiar@ci.livermore.ca.us

City of Millbrae
Water Pollution Control Plant
Attn: Kevin Cesar, Laboratory/Source Control
Supervisor
621 Magnolia Avenue
Millbrae, CA 94030
kcesar@ci.millbrae.ca.us

Napa Sanitation District
Attn: Mark Koekemoer, Laboratory Manager
935 Hartle Court
Napa, California 94559
mkoekemoer@napasan.com

Novato Sanitary District
Attn: Linda Candelaria, Laboratory Manager
500 Davidson Street
Novato, CA 94945
lindac@novatosan.com

Oro Loma Sanitary District

Attn: Rod Smith, Industrial Pretreatment Inspector
2600 Grant Avenue
San Lorenzo, CA 94580
<mailto:rod@oroloma.org>

City of Palo Alto
Regional Water Quality Control Plant
Attn: Ken Torke, Environmental Control Program
Manager
2501 Embarcadero Way
Palo Alto, CA 94303
<mailto:Ken.torke@cityofpaloalto.org>

City of Petaluma
Dept. of Water Resources & Conservation
Attn: Lena Cox, Environmental Services Supervisor
202 N. McDowell Blvd.
Petaluma, CA 94954
LCOX@ci.petaluma.ca.us

City of Richmond
Attn: Mary Phelps, Senior Industrial Waste Inspector
450 Civic Center Plaza
Richmond, CA 94804
Mary_Phelps@ci.richmond.ca.us

San Francisco Public Utilities Commission
Wastewater Enterprise/Collection System Division
Attn: Bruce Seale, Pretreatment Program Manager
3801 Third Street, Suite 600
San Francisco, CA 94124
bseale@sfgwater.org

San Jose/Santa Clara Water Pollution Control Plant
Attn: Rene Eyerly, Pretreatment Program Manager
170 W. San Carlos Street
San Jose, CA 95134
Rene.Eyerly@sanjoseca.gov

City of San Leandro
Attn: John Camp, Environmental Services Supervisor
835 East 14th Street
San Leandro, CA 94577
jcamp@sanleandro.org

City of San Mateo
Attn: Shelli St. Clair, Environmental Programs
Manager
330 West 20th Street
San Mateo, CA 94403
SStClair@cityofsanmateo.org
South Bayside System Authority
Attn: Norman Domingo, Technical Services
Supervisor

1400 Radio Road
Redwood City, CA 94065
ndomingo@sbsa.org

Cities of South San Francisco and San Bruno
Water Quality Control Plant
Attn: Cassie Prudhel, Technical Services
Supervisor
195 Belle Air Road
South San Francisco, CA 94080
Cassie.Prudhel@ssf.net

City of Sunnyvale
Attn: Sarah Scheidt, Senior Industrial Waste
Inspector
456 West Olive Ave, P.O. Box 3707
Sunnyvale, CA 94088
SSchmidt@ci.sunnyvale.ca.us

Union Sanitary District
Attn: Michael Dunning, Environmental
Compliance Coach
5072 Benson Road
Union City, CA 94587-2508
Michael_dunning@unionsantary.com

Vallejo Sanitation & Flood Control District
Wastewater Treatment Plant
Attn: Doug Scott, Environmental Compliance
Supervisor
450 Ryder Street
Vallejo, CA 94590
dscott@vsfcd.com

West County Wastewater District
Attn: Steve Linsley, Environmental Compliance
Supervisor
2910 Hilltop Drive
Richmond, CA 94806
slinsley@wewd.org