



Executive Board Meeting
AGENDA
Friday, August 16, 2024 9:00 AM - 12:30 PM (PDT)
EBMUD Downtown Oakland
375 11th Street, Oakland, CA
To attend the meeting via Zoom or submit a comment please [request access](#).

Agenda Item	Time	
ROLL CALL, INTRODUCTIONS, AND TELECONFERENCE ETIQUETTE	9:00 AM	
PUBLIC COMMENT Guidelines		
CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER		
CONSENT CALENDAR		
1 July 19, 2024 BACWA Executive Board meeting minutes		3-6
2 Aug 6, 2024 BACWA Special Executive Board meeting minutes		7
3 June 2024 Treasurer's Report		8-18
APPROVALS AND AUTHORIZATIONS		
4 <u>Authorization</u> : EDAR Lab Committee trainer \$2,500 for methods update rule		19-21
5 <u>Approval</u> : BAR NMS Payment Installment # 1 for FY25, \$1.1M		22-25
POLICY/STRATEGIC		
6 <u>Presentation</u> : 2024 Biosolids Survey Trends		
7 <u>Discussion</u> : Coastal Climate Resilience learning opportunity		26-32
8 <u>Discussion</u> : Summary of Watershed Permit activities		33-37
9 <u>Discussion</u> : Outline of RFP for Watershed Permit Support		38-66
10 <u>Informational</u> : Submission of Petition to SWB on Watershed Permit		
11 <u>Discussion</u> : Proposal, timeline, and background for compliance schedule amendment		67-70
12 <u>Informational</u> : BACWA Comments on BAAQMD Strategic Plan, Aug 5		71-72
13 <u>Discussion</u> : Preparation for Aug 16 joint meeting with the Water Board		73
14 <u>Discussion</u> : Potential future funding workshop		
15 <u>Informational</u> : SSMP Guidance Finalized	Link to SSMP Guidance Document	
16 <u>Informational</u> : Baywise update is live!	Baywise - A Clean Bay Begins With You	
17 <u>Informational</u> : Dr. Teng-Chung Wu P2 Award Nominations Due September 6th	via email to Alessandra Moyer	
OPERATIONAL		
18 <u>Informational</u> : FY24 Closeout Review		74-77
19 <u>Informational</u> : Register for David Jenkins scholarship workshop	Registration link	78-81
20 <u>Discussion</u> : Invitations and draft Program for Pardee Technical Seminar Sept 5/6, 2024		82-83
21 <u>Discussion</u> : Location for all-day meeting with Water Board, Nov 22		84
22 <u>Informational</u> : Listserv transferred from Google Groups to in-house service		
23 <u>Discussion</u> : FY 25 Meeting dates and locations		85
24 <u>Informational</u> : BACC Update - Annual meeting August 27		
REPORTS		
25 Committee Reports		86
26 Member highlights		
27 Executive Director Report		87-88
28 Board Calendar and Action Items		89-90
29 Regulatory Program Manager Report		91
30 Other BACWA Representative Reports		
a. RMP Technical Review Committee	Samantha Engelage, Alicia Chakrabarti	
b. RMP Steering Committee	Karin North; Amanda Roa; Eric Dunlavy	
c. Summit Partners	Lorien Fono; Jackie Zipkin	
d. ASC/SFEI	Lorien Fono; Amit Mutsuddy; Lori Schectel	
e. Nutrient Governance Steering Committee	Amit Mutsuddy, Eric Dunlavy; alternates: Lori Schectel, Jackie Zipkin	
e.i Nutrient Planning Subcommittee	Eric Dunlavy	
e.ii MERHAB MaTAG	Amit Mutsuddy	
f. SWRCB Nutrient SAG	Lorien Fono	
g. BAIRWMP	Cheryl Munoz; Florence Wedington; Jackie Zipkin	
h. NACWA Emerging Contaminants	Karin North; Melody LaBella	

i. CASA State Legislative Committee	Lori Schectel		
j. CASA Regulatory Workgroup	Lorien Fono; Mary Cousins		
k. RMP Microplastics Liaison	Artem Dyachenko		
l. Bay Area Regional Reliability Project	Jackie Zipkin		
m. WateReuse Working Group	Cheryl Munoz		
n. San Francisco Estuary Partnership	Lorien Fono; Jackie Zipkin		
o. CPSC Policy Education Advisory Committee	Colleen Henry		
p. California Ocean Protection Council	Lorien Fono		
q. Countywide Water Reuse Master Plan	Karin North, Pedro Hernandez		
r. CHARG - Coastal Hazards Adaptation Resiliency Group	Jackie Zipkin		
s. California Water Quality Monitoring Council	Lorien Fono		
t. CASA Air Toxics Steering Committee	Lorien Fono, Jason Nettleton		
31 SUGGESTIONS FOR FUTURE AGENDA ITEMS		12:25pm	
NEXT MEETING			
The next meeting of the Board is scheduled for October 18, 2024 at Central San			
ADJOURNMENT		12:30 PM	



Executive Board Meeting Minutes Friday July 19, 2024

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Amy Chastain (San Francisco Public Utilities Commission); Amit Mutsuddy (East Bay Municipal Utility District); Eric Dunlavey (City of San Jose); Jackie Zipkin (East Bay Dischargers Authority); Greg Norby (Central Contra Costa Sanitary District).

Other Attendees (Not including closed session):

Name	Agency/Company
Amanda Roa	Delta Diablo
Armando Lopez	Union Sanitary District
Blake Brown	Central San
Dan Lopez	Black & Veatch
David Donovan	City of Hayward
David Richardson	Woodard & Curran
Diane Griffin	Dublin San Ramon Services District
Estie Kus	SFPUC
Jared Voskuhl	CASA
Jennifer Dymont	BACWA
Jordan Damerel	Fairfield-Suisun Sewer District
Lorien Fono	BACWA
Mary Cousins	BACWA
Meg Herston	Fairfield-Suisun Sewer District
Melody Tovar	City of Sunnyvale
Mike Connor	Consultant
Rob Learmonth	City of San Mateo
Teresa Herrera	Silicon Valley Clean Water
Traci Minamide	City of Los Angeles Sanitation (LASAN)
Tim Lewis	Dublin San Ramon Services District
Tom Hall	EOA

Jackie called the meeting to order at 9:01.

Agenda Item

ROLL CALL, INTRODUCTIONS, AND TELECONFERENCE ETIQUETTE

- 1 Closed session pursuant to Government Code Section 54957.7
- 2 Report-out from Closed Session - Jackie reconvened meeting at 11:04 am and reported out that BACWA has asked Meyers Nave to prepare a draft petition of the Nutrient Watershed Permit ([R2-2024-](#)

[0013](#)). The BACWA Executive Board will convene in a closed session at 4 PM on Tuesday, August 6th to consider whether or not to file the petition.

PUBLIC COMMENT None

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER None

CONSENT CALENDAR

- 3 June 21, 2024, BACWA Executive Board meeting minutes
- 4 June 21, 2024, BACWA NST Special Executive Board meeting minutes
- 5 July 5, 2024, BACWA NST Special Executive Board meeting minutes
- 6 May 2024 Treasurer's Report

Consent Calendar items 3 thru 6: A motion to approve was made by Amit Mutsuddy (EBMUD) and seconded by Amy Chastain (SFPUC). The motion was approved by the remaining board members.

APPROVALS AND AUTHORIZATIONS

- 7 Approval: BAR Updated Contract with HDR for FY25 Group Annual Report lump sum \$39,450**

Approvals and Authorizations item 7: A motion to approve, with the Board Chair name correction, was made by Amy Chastain (SFPUC) and seconded by Eric Dunlavey (City of San Jose). All were in favor. None opposed. None abstained.

POLICY/STRATEGIC

- 8 Discussion: Debrief and outcomes from permit adoption hearing** - BACWA ED shared a summary of the permit adoption hearing comments. All attendees shared feedback and support for hearing comments contributed by member agencies. Attendees also discussed local media coverage, which has focused on costs and multi-benefit projects, and next steps.

- 9 Discussion: Kickoff discussion for 2024 Nutrient Watershed Permit activities** - BACWA RPM shared a Gantt chart to review what BACWA and Agencies need to do starting October 1, 2024 to comply with the new Watershed Permit. The tasks and timeline were reviewed and discussed by the group. BACWA ED discussed the consultant support needed for the Group Annual Report and sought agreement from the board on RFP requirements.

Action item: BACWA ED and RPM to prepare a draft RFP for consultant support for Nutrient Watershed Permit activities for discussion at the August meeting.

- 10 Discussion: Proposal for compliance schedule amendment** - BACWA ED summarized the policy amendments to the State Water Board's 2008 compliance schedule policy. BACWA will be working with CASA on this. BACWA ED asked for volunteers to brainstorm proposed edits.

Action item: BACWA ED to convene a group of BACWA member agency representatives to discuss potential revisions to the 2008 Compliance Schedule Policy.

11 Discussion: EPA San Francisco Bay Program Office funding pathways - BACWA ED reminded group that EPA has a new San Francisco Bay Program Office offering increased levels of funding for water quality improvement projects. BACWA ED discussed strategy and ideas on how to move forward and when.

Action items: BACWA ED to reach out to the EPA regarding preparation of a memo on a non-competitive pathway for grant funding of nutrient-related projects, and report back at August meeting.

12 Informational: Debrief from July 17 presentation to Bay Area Air Quality Management District (BAAQMD) Stationary Sources committee - BACWA ED shared that this was an opportunity to report to BAAQMD regarding the AIR committee's work.

13 Informational: BAAQMD Strategic Plan posted for public comment due Aug 5 - BACWA ED shared that the BAAQMD strategic plan is available for comment. BACWA will be putting together a comment letter in support and possibly adding comments.

Action item: BACWA ED to share comment letter when complete.

14 Discussion: Consolidation of biosolids contractors; Future of biosolids committee - BACWA ED and RPM shared the consolidation of the biosolids contract haulers in the bay area. BACWA RPM requested volunteer to lead Biosolids Committee. The group discussed the importance of such a committee.

15 Informational: Baywise update - BACWA RPM shared that Civic Edge had completed the Baywise website update. BACWA RPM shared a link in the chat to the draft of the new website.

OPERATIONAL

16 Informational: Register for David Jenkins scholarship workshop - BACWA ED encouraged public agencies to register. Public agencies are free and vendors \ consultants are required to sponsor by donating to the Prof David Jenkins scholarship. Space is limited.

Action item: BACWA staff to revise David Jenkins workshop registration site to clarify donation request

17 Discussion: Logistics and invitations for Pardee Technical Seminar Sept 5/6, 2024 - BACWA ED is still working out potential attendance with the Regional Water Board. A draft agenda will be shared at the August EB meeting

18 Discussion: Schedule and meeting topics for next meeting with RWQCB - BACWA ED to arrange for a meeting with RWQCB after the August BACWA Board Meeting.

Action Item: BACWA ED to schedule RWQCB meeting.

19 Informational: BACC Update - Annual meeting August 27 – BACWA AED shared that the annual meeting will be Tuesday August 27 from 10:30-11:30am.

REPORTS

- 20 Committee Reports - in the packet
- 21 Member highlights - Meeting attendees shared updates at their agencies.
- 22 Executive Director Report - in the packet
- 23 Board Calendar and Action Items - in the packet
- 24 Regulatory Program Manager Report
- 25 Other BACWA Representative Reports
 - a. RMP Technical Review Committee Samantha Engelage, Alicia Chakrabarti
 - b. RMP Steering Committee Karin North; Amanda Roa; Eric Dunlavey
 - c. Summit Partners Lorien Fono; Jackie Zipkin
 - d. ASC/SFEI Lorien Fono; Amit Mutsuddy; Lori Schectel
 - e. Nutrient Governance Steering Committee Amit Mutsuddy, Eric Dunlavey; alternates: Lori Schectel, Jackie Zipkin
 - e.i Nutrient Planning Subcommittee Eric Dunlavey
 - e.ii MERHAB MaTAG Amit Mutsuddy
 - f. SWRCB Nutrient SAG Lorien Fono
 - g. BAIRWMP Cheryl Munoz; Florence Wedington; Jackie Zipkin
 - h. NACWA Emerging Contaminants Karin North; Melody LaBella
 - i. CASA State Legislative Committee Lori Schectel
 - j. CASA Regulatory Workgroup Lorien Fono; Mary Cousins
 - k. RMP Microplastics Liaison Artem Dyachenko
 - l. Bay Area Regional Reliability Project Jackie Zipkin
 - m. WaterReuse Working Group Cheryl Munoz
 - n. San Francisco Estuary Partnership Lorien Fono; Jackie Zipkin
 - o. CPSC Policy Education Advisory Committee Colleen Henry
 - p. California Ocean Protection Council Lorien Fono
 - q. Countywide Water Reuse Master Plan Karin North, Pedro Hernandez
 - r. CHARG - Coastal Hazards Adaptation Resiliency Group Jackie Zipkin
 - s. California Water Quality Monitoring Council Lorien Fono
 - t. CASA Air Toxics Steering Committee Lorien Fono, Jason Nettleton

26 SUGGESTIONS FOR FUTURE AGENDA ITEMS

NEXT MEETING

The next closed session of the Board is scheduled for August 6, 2024.

The next open session meeting of the Board is scheduled for August 16, 2024.

ADJOURNMENT 12:41



BACWA Executive Board August 6, 2024 Special Meeting Summary

ATTENDEES:

Executive Board Representatives: Jackie Zipkin (East Bay Dischargers Authority), Amy Chastain (SFPUC), Lori Schectel (Central San), Amit Mutsuddy (EBMUD), and Eric Dunlavey (San José)

Other Attendees:

Name	Agency/Company
Lorien Fono	BACWA
Mary Cousins	BACWA
Greg Norby	Central San
Davin Widgerow	Counsel for Central San
Caitlin Eliason	Counsel for Central San
Viviana Heger	Counsel for EBDA and BACWA
Gregory Newmark	Counsel for EBDA and BACWA
Estie Kus	Counsel for SFPUC

The meeting was conducted in hybrid format, with participants joining remotely and in-person at EBMUD's offices in downtown Oakland.

1. Introductions and Public Comment

Jackie Zipkin called the meeting to order at 4:05 pm and led introductions. Lori Schectel (Central San) requested to participate in the meeting remotely pursuant to AB 2449 on the basis of "emergency circumstances" as pursuant to Government Code section 54954.2(b)(4), which allows the Executive Board to consider a request for remote appearance at the start of the meeting for an emergency circumstance if the request does not allow sufficient time to place the proposed action on the posted agenda. Ms. Schectel disclosed that no individuals over the age of 18 were present at the remote location. Amy Chastain (SFPUC) moved to approve the remote appearance, and Amit Mutsuddy (EBMUD) seconded. The motion was approved unanimously by the four members present at the physical location.

2. Closed session pursuant to Government Code Section 54957.7

One voting member from each member of the BACWA JPA attended the closed session.

2. Report-Out from Closed Session

Jackie Zipkin reconvened the meeting at 4:45 pm and reported that the BACWA Executive Board has directed counsel to submit a petition to the State Water Resources Control Board regarding the [Nutrients Watershed Permit \(R2-2024-0013\)](#), and to simultaneously place that petition in abeyance. The due date to file the petition is Friday, August 9th.

3. Adjourn

The meeting was adjourned at 4:48 pm.



B A C W A B A Y A R E A C L E A N W A T E R A G E N C I E S

July 24, 2024

MEMO TO: Bay Area Clean Water Agencies Executive Board
MEMO FROM: Phoebe Grow, Treasurer, East Bay Municipal Utility District
SUBJECT: Twelfth Month FY 2024 Treasurer's Report

As required by section eight of the Joint Powers Agreement establishing the Bay Area Clean Water Agencies (BACWA) and California Government Code Sections 6500 et seq., attached is the BACWA Treasurer's Report for the period covering **July 1, 2023 through June 30, 2024** (Twelve months of Fiscal Year 2024). This report covers expenditures, cash receipts, and cash transfers for the following BACWA funds:

- Bay Area Clean Water Agencies (BACWA),
- BACWA Legal Reserve Fund (Legal Rsrv),
- Water Quality Attainment Strategy (WQA CBC),
- Bay Area Biosolids Coalition (BABC),
- Bay Area Chemical Consortium (BACC),
- BACC Legal Reserve Fund (BACC Legal Rsrv),
- Water/Wastewater Operator Training (WOT),

Houck, Matt

From: Grow, Phoebe
Sent: Wednesday, July 24, 2024 3:28 PM
To: Houck, Matt
Subject: RE: June 2024 Treasurer's Report

Approved. Thanks Matt!

Phoebe Grow, P.E. (she/her) | Principal Management Analyst | 510.287.0205 | phoebe.grow@ebmud.com

From: Houck, Matt <matt.houck@ebmud.com>
Sent: Wednesday, July 24, 2024 2:39 PM
To: Grow, Phoebe <phoebe.grow@ebmud.com>
Subject: June 2024 Treasurer's Report

Hi Phoebe,

Please approve BACWA - June 2024 Treasurer's Report for distribution.

Let me know if you have any questions.

Thanks,

Matt Houck

Accountant III
East Bay Municipal Utility District
375 11TH St, MS 402, Oakland, CA 94607
P 510-287-0238



MONTHLY FINANCIAL SUMMARY REPORT

June 2024

Fund Balances

In FY24 BACWA has three operating funds (BACWA, Legal, and CBC) and three pass-through funds for which BACWA provides only contract administration services (WOT, BABC & BACC). As of October 31st, 2021, revenues are recognized when billed, not when payments are received.

BACWA Fund: This fund provides resources for BACWA staff, its committees, and other administrative needs. The ending fund balance on June 30, 2024, was \$332,397 which is slightly lower than the target reserve of \$366,899 which is intended to cover 3 months of normal operating expenses based on the BACWA FY24 budget. \$135,188 is encumbered to meet ongoing operating line-item expenses for BAPPG Committee Support, Legal services, IT services, Board meeting expenses, accounting services and BACWA staff support, which leaves \$197,209 unobligated.

CBC Fund: This fund provides the resources for completing special investigations as well as meeting regulatory requirements. The ending fund balance on June 30, 2024, was \$2,038,830 which is higher than the target reserve of \$1,000,000. \$138,785 of the ending fund balance is encumbered to meet line-item expenses for completion of the Group Annual Report contract, completion of the NBS Study, Recycled Water Evaluation, and the PFAS Regional Study. This leaves an actual unencumbered reserve balance of \$900,045 (i.e., actual fund balance of \$1,900,045 less target reserves) as of June 30, 2024. As directed by the BACWA Executive Board, the CBC fund has diminished over time due to BACWA's ongoing funding of the NMS program to comply with the Nutrient Watershed Permit.

Legal Fund: This fund provides for needed legal services. The ending balance was \$300,000 which is at the target reserve of \$300,000.


Budget to Actual

The BACWA Annual Budget includes all expected revenues as well as budgeted expenses. Transfers are made from the BACWA Fund and/or the CBC Fund to balance the Annual Budget if expenses exceed revenues and vice versa. It is therefore important to achieve the anticipated revenues and not exceed the budgeted expenses on an annual basis to maintain the BACWA and CBC Fund balances at the levels projected in the 5 Year Plan.

Revenues as of June 30, 2024 (100% of the FY) are at 106%

Expenses as of June 30, 2024 (100% of the FY) are at 87%

FY 2024
BACWA BUDGET to ACTUAL

						
<u>BACWA FY24 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2024 Budget</u>	<u>Actual June 2024</u>	<u>Actual % of Budget June 2024</u>	<u>Variance</u>	<u>NOTES</u>
REVENUES & FUNDING						
Dues	Principals' Contributions	\$537,795	\$537,795	100%	\$0	FY24: 2% increase 5 @ \$107,559
	Associate & Affiliate Contributions	\$190,078	\$190,578	100%	\$500	FY24: 2% increase. 12 Assoc: \$8876; 47 Affiliate: \$1778; UC Berkeley \$500
Fees	Clean Bay Collaborative	\$675,000	\$674,250	100%	-\$750	Same as FY23 Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$1,400,000	\$1,400,000	100%	\$0	See Nutrient Surcharge Spreadsheet
	Voluntary Nutrient Contributions		\$0	0%	\$0	
Other Receipts	AIR Non-Member	\$7,361	\$7,361	100%	\$0	2% increase (Santa Rosa)
	BAPPG Non-Members	\$4,114	\$4,140	101%	\$26	2% increase (Sta Rosa, Sac Reg'l, Vacaville) \$1,380/each
	Other		\$2,653		\$2,653	BAWSCA Annual Membership
	CASA Air Toxics		\$57,000		\$57,000	Invoiced Central San & San Mateo
Fund Transfer	Special Program Admin Fees (WOT)	\$1,000	\$0	0%	-\$1,000	BACWA performed no administrative work for BACWWE in FY24
	Special Program Admin Fees (BACC)	\$38,520	\$38,520	100%	\$0	400 hours of AED support \$96.30/hr
	Special Program Admin Fees (BABC)	\$6,000	\$6,809	113%	\$809	ED, AED and RPM support
Interest Income	LAIF	\$60,000	\$181,928	303%	\$121,928	LAIF \$85,121 and EBMUD interest payout \$96,807
	Higher Yield Investments					
	Total Revenue	\$2,919,868	\$3,101,035	106.20%	\$181,167	
BACWA FY24 BUDGET						
<u>BACWA FY24 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2024 Budget</u>	<u>Actual June 2024</u>	<u>Actual % of Budget June 2024</u>	<u>Variance</u>	<u>NOTES</u>
EXPENSES						
Labor						
	Executive Director	\$218,548	\$218,544	100%	-\$4	7% (incl. 4.9% CPI SF Bay Metro Area Dec 2022)
	Assistant Executive Director	\$92,024	\$91,990	100%	-\$34	7% (incl. 4.9% CPI SF Bay Metro Area Dec 2022); \$76.69/hour; Reflects 1200 hours
	BACC Administrator	\$38,520	\$38,426	100%	-\$94	400 hrs AED support at \$96.30 per hr
	Regulatory Program Manager	\$152,179	\$151,157	99%	-\$1,022	7% (incl. 4.9% CPI SF Bay Metro Area Dec 2022); \$112.72/hour, Reflects 1350 hours
	Total	\$501,271	\$500,117	100%	-\$1,154	
Administration						
	EBMUD Financial Services	\$43,297	\$42,785	99%	-\$512	FY24 no change
	Auditing Services	\$5,561	\$5,561	100%	\$0	Financial Auditors through EBMUD; per auditor rate schedule
	Administrative Expenses	\$8,118	\$75	1%	-\$8,043	FY24 no change
	Insurance	\$9,351	\$8,169	87%	-\$1,182	15% increase over FY23 (10-15% est. increase per Alliant)
	Total	\$66,327	\$56,590	85%	-\$9,737	
Meetings						
	EB Meetings	\$2,760	\$4,763	173%	\$2,003	In person NST and Board meeting supplies
	Annual Meeting	\$14,369	\$12,051	84%	-\$2,318	FY24 no change
	Pardee	\$6,801	\$2,674	39%	-\$4,127	2% increase from FY23
	Misc. Meetings	\$7,500	\$10,357	138%	\$2,857	Increased number of conferences and in person meetings
	Total	\$31,430	\$29,844	95%	-\$1,586	
Communication						
	Website Hosting	\$728	\$454	62%	-\$274	2% increase from FY23, Go Daddy website hosting and domain registration

FY 2024
BACWA BUDGET to ACTUAL

EXPENSES						
	File Storage	\$796	\$720	90%	-\$76	2% increase from FY22, box.net
	Website Development/Maintenance	\$1,592	\$0	0%	-\$1,592	2% increase from FY22
	IT Support	\$2,759	\$1,668	60%	-\$1,091	2% increase from FY22
	BACWA Value of Wastewater Communication	\$40,000	\$61,239	153%	\$21,239	FY24 & FY25 contract, balance will be spent in FY25
	Other Commun	\$1,857	\$1,448	78%	-\$409	2% increase from FY23; MS Exchange, Survey Monkey, PollEv, Zoom, Netfile
	Total	\$47,732	\$65,529	137%	\$17,797	
Legal						
	Regulatory Support	\$2,929	\$7,259	248%	\$4,330	Meyers Nave in FY24, not anticipated when budget was set
	Executive Board Support	\$2,355	\$0	0%	-\$2,355	2% increase from FY23, Day Carter & Murphy LLP
	Total	\$5,284	\$7,259	137%	\$1,975	
Committees						
	AIR	\$76,000	\$75,000	99%	-\$1,000	\$75k consulting support, \$1k misc expenses. Carollo Engineers
	AIR Support for ACE	\$20,000	\$19,766	99%	-\$234	New in FY23
	BAPPG	\$159,000	\$149,602	94%	-\$9,398	17% increase from FY23. Includes CPSC @ \$5,000, OWOW @ \$10,000, NSAC @ \$10,000 and Pest. Reg Spt. @ \$71,500
	Biosolids Committee	\$0	\$0		\$0	
	Collections System	\$56,000	\$0	0%	-\$56,000	SSS WDR Support, Rich Cunningham did not send invoice in FY24
	InfoShare Groups	\$500	\$831	166%	\$331	\$500 decrease from FY23, In person meetings
	Laboratory Committee	\$4,050	\$2,758	68%	-\$1,292	\$2350 less than FY23, TNI Training
	Permits Committee	\$500	\$255	51%	-\$245	\$500 decrease from FY23
	Pretreatment	\$500	\$16	3%	-\$484	\$500 decrease from FY23
	Recycled Water Committee	\$10,000	\$667	7%	-\$9,333	Carry forward from FY23
	Misc Committee Support	\$45,000	\$3,740	8%	-\$41,260	Rich Cunningham FY23 charges, NBWA Conference
	Manager's Roundtable	\$1,000	\$254	25%	-\$746	Same as FY23
	Total	\$372,550	\$252,890	68%	-\$119,660	
Collaboratives						
	Collaboratives					
	State of the Estuary (SFEP-biennial)	\$0	\$0	0%	\$0	Biennial in Odd Fiscal Years. (Paid biennially in odd years for even year conference)
	Arleen Navarret Award	\$2,500	\$0	0%	-\$2,500	Biennial in Even Fiscal Years. FY24 Award likely to be paid in FY25
	BayCAN	\$5,000	\$0	0%	-\$5,000	BayCAN never responded to invoice request
	Bay Area One Water Network	\$5,000	\$0	0%	-\$5,000	Same as FY23, Program has stopped collecting donations
	Bruce Wolf Scholarship	\$4,000	\$4,000	0%	\$0	FY22, FY23, FY24, FY25 FY26
	Passthrough for CASA for air toxics	\$425,000	\$99,560	100%	-\$325,440	Estimate - new line in FY24 - actual amount less than anticipated for FY24
	Misc	\$1,500	\$1,500	100%	\$0	NBWA (\$1,500)
	Total	\$443,000	\$105,060	24%	-\$337,940	
Other						
	Unbudgeted Items					
	Other	\$0	\$0	0%	\$0	
		\$0	\$0	0%	\$0	
Tech Support						
	Technical Support					
	Nutrients					
	Watershed	\$1,800,000	\$1,800,000	100%	\$0	Advance funding for 2nd Watershed Permit Sciece Studies; Final \$ TBD
	NMS Voluntary Contributions	\$0	\$0	0%	\$0	
	Additional work under permit	\$100,000	\$78,398	78%	-\$21,602	Includes HDR PO for \$225k spread out over FY20-24.
	Regional Study on Nature based systems	\$80,000	\$103,929	130%	\$23,929	SFEI \$500K, expires 06/30/2023: Possible funds left over from FY23 to be spent on additional work, Carryover from FY23
	Regional Recycling Evaluation	\$0	\$37,493	0%	\$37,493	HDR \$154K, expires 12/31/2023, Carryover from FY23
	Nutrient Workshop(s)	\$0	\$0	0%	\$0	Pilot Studies/Plant Review/InDecative Technologies
	NMS Reviewer	\$50,000	\$12,650	25%	-\$37,350	M. Connor Contract
	General Tech Support	\$100,000	\$17,998	18%	-\$82,003	AB617 emissions factors, PFAS, other nutrient support

FY 2024
BACWA BUDGET to ACTUAL

<u>EXPENSES</u>						
	CEC Investigations	\$60,000	\$102,735	171%	\$42,735	PFAS Study Phase II - Carryover from FY23 which was underspent
	Risk Reduction	\$12,500	\$12,500	100%	\$0	APA FSS completed \$12,500 contract in FY20, CIEA will complete \$12,500 contract in FY23
	Total	\$2,202,500	\$2,165,702	98%	-\$36,798	
	TOTAL EXPENSES	\$3,670,094	\$3,182,990	86.73%	-\$487,104	
	PROJECTED EXPENSE DEVIATION FROM BUDGET					
	NET INCOME BEFORE TRANSFERS	-\$750,226	-\$81,955			
	TRANSFERS FROM RESERVES	\$750,496	\$81,954			aligns with strategy of drawing down reserves to lessen impact of Nutrient Surcharge
	NET INCOME AFTER TRANSFERS	\$0	\$0			
	TOTAL OPERATING BUDGET	\$1,467,594	\$1,017,287			
	OPERATING RESERVE	\$366,899	\$254,322			

BACWA Fund Report as of June 30, 2024

BACWA FUND BALANCES - DATA PROVIDED BY ACCOUNTING DEPT.							
DEPTID	DESCRIPTION	FISCAL YEAR BEGINNING FUND BALANCE	TOTAL BILLED REVENUE TO-DATE	TOTAL DISBURSEMENTS TO-DATE	MONTH-ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	MONTH-END UNOBLIGATED FUND BALANCE
600	BACWA	347,671	870,490	885,764	332,397	135,188	197,209
604	LEGAL RSRV	300,000	-	-	300,000	-	300,000
605	CBC	2,097,905	2,135,026	2,194,101	2,038,830	138,785	1,900,045
	SUBTOTAL 1	2,745,576	3,005,516	3,079,865	2,671,227	273,973	2,397,254
602	BABC	190,244	175,600	125,665	240,179	1,145	239,034
606	BACC	31,025	78,717	74,391	35,351	94	35,257
607	BACC LEGAL RSRV	60,000	30,000	-	90,000	-	90,000
610	WOT	253,257	-	(5,944)	259,201	-	259,201
612	CASA Air Toxics	-	57,720	99,560	(41,840)	-	(41,840)
	SUBTOTAL 2	534,526	342,037	293,672	582,891	1,239	581,652
	GRAND TOTAL	3,280,102	3,347,553	3,373,537	3,254,118	275,212	2,978,906

Top Chart: Reflects CASH on the Books Includes Encumbrances
Bottom Chart: Reflects CASH in the Bank Includes Payables (bills received but not paid)
Allocations: Priority for non-liquid investments

BACWA INVESTMENTS BALANCES - DATA PROVIDED BY TREASURY DEPT.														
DEPTID	DESCRIPTION	FISCAL YEAR BEGINNING FUND BALANCE	TOTAL BILLED REVENUE TO-DATE	TOTAL DISBURSEMENTS TO-DATE	MONTH-ENDING FUND BALANCE	RECONCILIATION TO FINANCIAL STATEMENTS A/R	RECONCILIATION TO FINANCIAL STATEMENTS A/P	MONTH-END RECONCILED FUND BALANCE	UNINVESTED CASH BALANCES	LAIF INVESTMENTS AMOUNTS	LAIF INVESTMENTS PERCENTAGE	ALTERNATIVE INVESTMENTS AMOUNTS	ALTERNATIVE INVESTMENTS IDENTIFIERS	ALTERNATIVE INVESTMENT INSTRUCTIONS AND NOTES
600	BACWA	347,671	870,490	885,764	332,397	(200)	133,919	466,116	-	466,116	20%	-	-	priority # 3 for allocation
604	LEGAL RSRV	300,000	-	-	300,000	-	-	300,000	-	300,000	13%	-	-	priority # 1 for allocation
605	CBC	2,097,905	2,135,026	2,194,101	2,038,830	-	-	2,038,830	504,837	1,533,993	64%	-	-	priority # 4 for allocation
	SUBTOTAL 1	2,745,576	3,005,516	3,079,865	2,671,227	(200)	133,919	2,804,946	504,837	2,300,109	96%	-	-	
602	BABC	190,244	175,600	125,665	240,179	-	-	240,179	240,179	-	0%	-	-	pass-through funds, no allocation
606	BACC	31,025	78,717	74,391	35,351	(1,599)	-	33,752	33,752	-	0%	-	-	
607	BACC LEGAL RSRV	60,000	30,000	-	90,000	-	-	90,000	-	90,000	4%	-	-	priority # 2 for allocation
610	WOT	253,257	-	(5,944)	259,201	-	-	259,201	259,201	-	0%	-	-	pass-through funds, no allocation
612	CASA Air Toxics	-	57,720	99,560	(41,840)	-	-	(41,840)	(41,840)	-	0%	-	-	pass-through funds, no allocation
	SUBTOTAL 2	534,526	342,037	293,672	582,891	(1,599)	-	581,292	491,292	90,000	4%	-	-	
	GRAND TOTAL	3,280,102	3,347,553	3,373,537	3,254,118	(1,799)	133,919	3,386,238	996,129	2,390,109	100%	-	-	

To be used to cover Reconciliation to Financial Statements (\$0)

Reconciliation to Trial Balance

Per Report above:

General	3,005,516	STB	14930	2,390,109
WOT, BABC, & BACC	342,037	STB	15050	996,129
PROP	-			3,386,238
subtotal	3,347,553	STB	16300	1,799
		STB	21350	(133,919)
				3,254,118

Trial Balance Revenue Accounts

40100	Interest	(184,722)
40101	Mem Contrib	(1,520,539)
40102	Transfer	(36,809)
40103	Assoc Contrib	(190,578)
40104	Other	(1,414,905)
47310	State Grant	-
47320	Grant Retention	-
subtotal		(3,347,553)
Difference		-

BACWA Revenue Report as of June 30, 2024

Cost Center Code	Cost Center Description	Program Segment Description	Program Segment Value	Amended Budget	Current Period	FY24 - Year to Date	Unobligated
600	Bay Area Clean Water Agencies	BABC - AED and RPM Support	6200	(6,000.00)	(6,809.21)	(6,809.21)	(809.21)
		BACC - AED Support	6199	(38,250.00)	-	-	38,250.00
		BDO Affil/CS/Assoc Dues	6104	-	-	(39,616.00)	(39,616.00)
		BDO Affiliate/Associate Dues	6103	-	-	(44,450.00)	(44,450.00)
		BDO Assoc.&Affiliate Contr	6102	(190,078.00)	-	(106,512.00)	83,566.00
		BDO Fund Transfers	6141	(1,000.00)	-	-	1,000.00
		BDO Member Contributions	6101	(537,795.00)	-	(537,795.00)	-
		BDO Non-Member Contr AIR	6136	(7,361.00)	-	(7,361.00)	-
		BDO Non-Member Contr BAPPG	6135	(4,114.00)	-	(4,140.00)	(26.00)
		BDO Other Receipts	6105	-	-	-	-
		BDO Other Receipts (Misc)	6140	-	-	(2,653.00)	(2,653.00)
		BDO- Interest Income from LAIF	6142	(60,000.00)	(96,807.36)	(121,153.65)	(61,153.65)
		BDO-Alternative Investment Inc	6143	-	-	-	-
600 Total				(844,598.00)	(103,616.57)	(870,489.86)	(25,891.86)
602	Bay Area Biosolids Coalition	BDO Fund Transfers	6141		-	-	-
		BDO Member Contributions	6101		-	(175,600.00)	(175,600.00)
602 Total				-	-	(175,600.00)	(175,600.00)
605	Clean Bay Collaborative	BDO Fund Transfers	6141	-	-	-	-
		BDO Member Contributions	6101	(675,000.00)	-	(673,500.00)	1,500.00
		BDO Other Receipts	6105	(1,400,000.00)	-	(1,400,751.00)	(751.00)
		BDO- Interest Income from LAIF	6142	-	-	(60,774.73)	(60,774.73)
605 Total				(2,075,000.00)	-	(2,135,025.73)	(60,025.73)
606	Bay Area Chemical Consortium	BDO Member Contributions	6101	-	-	(75,924.00)	(75,924.00)
		BDO- Interest Income from LAIF	6142	-	-	(2,793.56)	(2,793.56)
606 Total				-	-	(78,717.56)	(78,717.56)
607	BACC Legal RSRV	BDO Fund Transfers	6141	-	-	(30,000.00)	(30,000.00)
607 Total				-	-	(30,000.00)	(30,000.00)
612	CASA Air Toxics	BDO Member Contributions	6101	-	-	(57,720.00)	(57,720.00)
612 Total				-	-	(57,720.00)	(57,720.00)
Grand Total				(2,919,598.00)	(103,616.57)	(3,347,553.15)	(427,955.15)

BACWA Expense Detail Report for June 30, 2024

Cost Center Code	Program Segment Description	Program Segment Value	Balance Type	Current Period Activity	FY24 - Year to Date
600	AIR-Air Issues&Regulation Grp	6153	Actual	11,028.67	95,228.21
			Encumbrance	(11,028.67)	233.75
			Obligated	-	95,461.96
	AS-Assistant Executive Directo	6175	Actual	19,709.33	91,989.66
			Encumbrance	(19,709.33)	34.34
			Obligated	-	92,024.00
	AS-Audit Services	6180	Actual	5,561.00	5,561.00
			Encumbrance	-	-
			Obligated	5,561.00	5,561.00
	AS-BACWA Admin Expense	6173	Actual	-	75.20
			Obligated	-	75.20
	AS-EBMUD Financial Services	6176	Actual	11,197.02	42,784.95
			Encumbrance	(11,197.02)	512.05
			Obligated	-	43,297.00
	AS-Executive Director	6174	Actual	36,424.00	218,544.00
			Encumbrance	(36,424.00)	4.00
			Obligated	-	218,548.00
	AS-Insurance	6177	Actual	-	8,168.68
			Obligated	-	8,168.68
	AS-Regulatory Program Manager	6179	Actual	10,370.24	151,156.76
			Encumbrance	(10,370.24)	1,022.24
			Obligated	-	152,179.00
	Administrative Support	6178	Actual	-	-
			Obligated	-	-
	BACWA Value of Wastewater Communication	6211	Actual	15,543.75	61,238.77
			Encumbrance	(16,868.75)	23,037.98
			Obligated	(1,325.00)	84,276.75
	BC-BAPPG	6152	Actual	31,086.34	159,601.77
			Encumbrance	(31,086.34)	226.12
			Obligated	-	159,827.89
	BC-Collections System	6144	Actual	-	-
			Encumbrance	-	50,000.00
			Obligated	-	50,000.00
	BC-InfoShare Groups	6148	Actual	271.06	831.12
			Obligated	271.06	831.12
	BC-Laboratory Committee	6149	Actual	-	2,757.82
			Encumbrance	-	1,397.50
			Obligated	-	4,155.32
	BC-Manager's Roundtable	6154	Actual	-	254.34
			Obligated	-	254.34
	BC-Miscellaneous Committee Sup	6150	Actual	-	5,240.15
			Encumbrance	-	10,695.00
			Obligated	-	15,935.15
	BC-Permit Committee	6145	Actual	-	255.32
			Obligated	-	255.32
	BC-Pretreatment Committee	6151	Actual	-	16.29
			Obligated	-	16.29
	BC-Water Recycling Committee	6146	Actual	-	666.74
			Encumbrance	-	-
			Obligated	-	666.74
	CAR-BACWA File Storage	6165	Actual	-	-
			Obligated	-	-
	CAR-BACWA IT Software	6167	Actual	1,508.00	2,167.79
			Obligated	1,508.00	2,167.79
	CAR-BACWA IT Support	6166	Actual	1,668.00	1,668.00
			Encumbrance	-	-

Cost Center Code	Program Segment Description	Program Segment Value	Balance Type	Current Period Activity	FY24 - Year to Date
			Obligated	1,668.00	1,668.00
	CAR-BACWA Website Dev/Maint	6163	Actual	-	-
			Obligated	-	-
	CAR-BACWA Website Hosting	6164	Actual	-	453.81
			Obligated	-	453.81
	CAS-Arleen Navaret Award	6160	Actual	-	-
			Obligated	-	-
	CAS-BayCAN	6204	Actual	-	-
			Obligated	-	-
	CAS-Misc Collaborative Sup	6162	Actual	-	-
			Obligated	-	-
	CAS-PSSEP	6157	Actual	-	-
			Obligated	-	-
	CAS-Stanford ERC	6159	Actual	-	-
			Obligated	-	-
	GBS-Meeting Support-Annual	6170	Actual	8.04	12,050.67
			Obligated	8.04	12,050.67
	GBS-Meeting Support-Exec Bd	6169	Actual	383.37	4,762.54
			Obligated	383.37	4,762.54
	GBS-Meeting Support-Misc	6172	Actual	1,373.88	10,357.22
			Obligated	1,373.88	10,357.22
	GBS-Meeting Support-Pardee	6171	Actual	-	2,674.12
			Obligated	-	2,674.12
	LS-Executive Board Support	6156	Actual	-	-
			Encumbrance	-	2,355.00
			Obligated	-	2,355.00
	LS-Regulatory Support	6155	Actual	6,926.00	7,258.50
			Encumbrance	(6,926.00)	45,670.50
			Obligated	-	52,929.00
	WQA-CE-Nature Based Solutions	6196	Actual	-	-
			Obligated	-	-
	Write-Off Doubtful Accounts	6208	Actual	-	-
			Obligated	-	-
600 Total			Actual	153,058.70	885,763.43
600 Total			Encumbrance	(143,610.35)	135,188.48
600 Total			Obligated	9,448.35	1,020,951.91
602	AS-Assistant Executive Directo	6175	Actual	-	-
			Obligated	-	-
	AS-Regulatory Program Manager	6179	Actual	-	-
			Obligated	-	-
	Academia Research & Development	6203	Actual	-	-
			Obligated	-	-
	Administrative Support	6178	Actual	6,809.21	6,809.21
			Obligated	6,809.21	6,809.21
	BDO Contract Expenses	6186	Actual	-	-
			Obligated	-	-
	Collateral Development	6197	Actual	-	-
			Obligated	-	-
	Program Manager Expense	6202	Actual	15,039.50	118,855.47
			Encumbrance	(15,039.50)	1,144.53
			Obligated	-	120,000.00
	Technology Research & Development	6206	Actual	-	-
			Obligated	-	-
602 Total			Actual	21,848.71	125,664.68
602 Total			Encumbrance	(15,039.50)	1,144.53
602 Total			Obligated	6,809.21	126,809.21
605	Recycled Water Evaluation	6198	Actual	-	37,492.59
			Encumbrance	-	14,999.76
			Obligated	-	52,492.35

Cost Center Code	Program Segment Description	Program Segment Value	Balance Type	Current Period Activity	FY24 - Year to Date
	WQA - CEC Investigations	6201	Actual	-	102,735.40
			Encumbrance	-	11,000.00
			Obligated	-	113,735.40
	WQA-CE Addl Work Under Permit	6191	Actual	44,116.95	78,398.00
			Encumbrance	(44,116.95)	-
			Obligated	-	78,398.00
	WQA-CE Risk Reduction	6190	Actual	-	12,500.00
			Encumbrance	-	-
			Obligated	-	12,500.00
	WQA-CE Voluntary Nutr Contrib	6193	Actual	28,398.08	28,398.08
			Obligated	28,398.08	28,398.08
	WQA-CE-Nature Based Solutions	6196	Actual	-	103,929.70
			Encumbrance	-	75,435.71
			Obligated	-	179,365.41
	WQA-CE-Nutrient WS Permit Comm	6188	Actual	-	1,800,000.00
			Obligated	-	1,800,000.00
	WQA-CE-Technical Support	6181	Actual	-	17,997.50
			Encumbrance	-	-
			Obligated	-	17,997.50
	WQA-NMSReviewer	6205	Actual	920.00	12,650.00
			Encumbrance	(920.00)	37,350.00
			Obligated	-	50,000.00
605 Total			Actual	73,435.03	2,194,101.27
605 Total			Encumbrance	(45,036.95)	138,785.47
605 Total			Obligated	28,398.08	2,332,886.74
606	AS-BACWA Admin Expense	6173	Actual	-	802.56
			Obligated	-	802.56
	Administrative Support	6178	Actual	1,543.19	43,588.39
			Encumbrance	(866.70)	93.90
			Obligated	676.49	43,682.29
	BDO Fund Transfers	6141	Actual	-	30,000.00
			Obligated	-	30,000.00
	GBS-Meeting Support-Misc	6172	Actual	-	-
			Obligated	-	-
606 Total			Actual	1,543.19	74,390.95
606 Total			Encumbrance	(866.70)	93.90
606 Total			Obligated	676.49	74,484.85
610	Administrative Support	6178	Actual	-	56.16
			Obligated	-	56.16
	BC-BAPPG	6152	Actual	-	(10,000.00)
			Obligated	-	(10,000.00)
	BDO Contract Expenses	6186	Actual	-	-
			Obligated	-	-
	Bruce Wolf Scholarship	6210	Actual	-	4,000.00
			Obligated	-	4,000.00
610 Total			Actual	-	(5,943.84)
610 Total			Encumbrance	-	-
610 Total			Obligated	-	(5,943.84)
612	Passthrough to CASA for air toxics	6212	Actual	-	99,560.00
			Obligated	-	99,560.00
612 Total			Actual	-	99,560.00
612 Total			Encumbrance	-	-
612 Total			Obligated	-	99,560.00
Grand Total Actual				249,885.63	3,373,536.49
Grand Total Encumbrance				(204,553.50)	275,212.38
Grand Total Obligated				45,332.13	3,648,748.87



EXECUTIVE DIRECTOR AUTHORIZATION REQUEST

AGENDA NO.: 4

DATE: August 16, 2024

TITLE: Executive Director Authorization for FY25 Contract with ChemVal for Laboratory Committee Training

RECOMMENDED ACTION

BACWA Executive Director authorization for \$2,500 FY25 Contract with ChemVal Consulting, Inc., to provide a training session to the BACWA Laboratory Committee

SUMMARY

In April 2024, the US Environmental Protection Agency (EPA) promulgated a final routine [Methods Update Rule \(2023 MUR\)](#) affecting laboratory methods approved under the Clean Water Act, such as Standard Methods. BACWA's Laboratory Committee plans to support its members by providing training related to these new requirements for performing laboratory analysis according to Standard Methods.

Laboratory Committee leadership solicited ChemVal Consulting, Inc., a small firm with expertise in laboratory certification, to offer a virtual training session covering the quality assurance requirements for Standard Methods per the 2023 MUR. The training sessions will be up to 1 hour in length and is tentatively scheduled for October 22, 2024. Afterwards, ChemVal will provide up to 2 hours of post-presentation time to answer additional questions that could not be addressed during the presentation.

FISCAL IMPACT

The not-to-exceed \$2,500 contract would be funded through the Miscellaneous Committee Support line item in BACWA's approved FY25 Budget.

ALTERNATIVES

Do not authorize contract. This alternative is not recommended, since the BACWA Laboratory Committee leadership has recommended this training session as an important service to support our members.

Attachment: Contract with ChemVal Consulting, Inc.

Approved:

Date:

August 9, 2024

Lorien Fono
Executive Director, BACWA

Date: 8/9/24

BAY AREA CLEAN WATER AGENCIES

CONSULTING AGREEMENT

TO:	John Gumpper ChemVal Consulting, Inc. 2940 E Oakridge Dr. Salt Lake City, UT 84109	jgumpper@chemval.com Phone: 801-274-8480
FROM:	Lorien Fono, Executive Director BACWA PO Box 24055, MS702 Oakland, CA 94623	lfono@bacwa.org Phone: 510-684-2993

RE: BACWA Agreement for FY25 TNI Training Sessions for BACWA Laboratory Committee

This Agreement covers professional services to be performed by ChemVal Consulting, Inc. to provide a virtual training session for the BACWA Laboratory Committee. This work is described in the attached Scope of Work (Exhibit A) and will be performed under the direction of Kristy Fournier, BACWA Laboratory Committee Chair. The total cost of professional services to be performed by ChemVal Consulting, Inc. is not to exceed \$2,500. This contract will be funded by the BACWA Budget under the Miscellaneous Committee line item.

This Agreement may be terminated by either party at any time for convenience with 30 day's notice. In the event of termination by BACWA, BACWA shall pay ChemVal Consulting, Inc. for professional and competent services rendered to the date of termination upon delivery of assigned work products to BACWA. The term of this agreement shall extend through June 30, 2025.

ChemVal Consulting, Inc. shall submit invoices to the BACWA Assistant Executive Director via e-mail. Invoices will be paid within thirty (30) days of receipt.

BACWA Assistant Executive Director E-mail: Jennifer Dymant jdymant@bacwa.org

Approved:

By _____
Lorien Fono
Executive Director, BACWA

By _____
John Gumpper, ChemVal Consulting, Inc.

Date _____

Date _____

BACWA EIN: 94-3389334

Tax ID: _____

EXHIBIT A

Proposal from ChemVal Consulting, Inc.

ChemVal Consulting, Inc. (ChemVal) will prepare and deliver a virtual training session for the BACWA Laboratory Committee regarding the USEPA's 2023 Methods Update Rule (MUR). The presentation will focus on substantive, non-editorial updates to quality assurance requirements for Standard Methods affected by the 2023 MUR.

The virtual training session of up to 1 hour in length will be presented in October 2024, or upon another mutually agreeable date in FY25. Slides from the presentation will be made available for use by BACWA members immediately following the training session. BACWA will remove the presentation from public availability one year after the presentation (e.g., October 2025). Additionally, ChemVal will provide up to 2 hours of post-presentation time to answer additional questions that could not be addressed during the presentation (if any).

The cost estimate for this presentation is \$2,500.



BACWA EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 5

MEETING DATE: August 16, 2024

TITLE: Request for BACWA 3rd Watershed Permit funding commitment - first installment of \$1,100,000

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize first installment of payment in the amount of \$1,100,000 to San Francisco Estuary Institute (SFEI) to comply with the provisions of the 3rd Watershed Permit for FY25.

SUMMARY

The Watershed Permit for Nutrients from Municipal Wastewater Dischargers to San Francisco Bay, NPDES Permit No. CA 0038873 adopted July 10, 2024, requires the commitment of \$2,200,000 per year from POTW Dischargers as a collective effort to fund needed scientific studies as part of the implementation of the Regional Water Quality Control Board's Nutrient Management Strategy. The commitment is on a permit year basis and began October 1, 2024. BACWA's role in meeting this commitment is to collect the needed funds from its membership and provide those funds for the undertaking of the scientific studies. The identification of the studies to be undertaken is through a stakeholder governance Steering Committee on which BACWA holds two seats. Several studies are ongoing as a result of approvals of programs and projects by the Steering Committee.

The current requested authorization of payment in the amount of \$1,100,000 to SFEI will meet half the obligation for the first year of the Discharger's annual obligation under the five-year Watershed Permit per the above schedule. The purpose of delivering the payment in two installments was to ensure continuity in the Science Program in FY23. The second installment of \$1,100,000 will be brought to the Executive Board for approval later this fiscal year once the bulk of the FY23 nutrient surcharge revenues have been received from member agencies.

In past years, the nutrient watershed permit year lined up with BACWA's fiscal year and BACWA sent partial NMS funding to SFEI in the summer when the new fiscal year began. However, the 2024 permit will come into effect on October 1, 2024 so there is a misalignment in the payment schedule. To assure science program continuity, we are bringing the payment approval to the BACWA Board in August before the permit is in effect. The Water Board provided written confirmation that the payment can be applied to the permit year beginning Oct 1, 2024, and used to support NMS work starting July 1 2024 (see attached email).

FISCAL IMPACT

This and other payments to fund the scientific studies are collected from the BACWA membership through a Nutrient Surcharge that is included on the annual due's invoice sent to the BACWA members,

as well as a drawdown of BACWA reserves, as authorized by BACWA's Executive Board. This payment was included in BACWA's FY25 Budget, approved on April 19, 2024.

ALTERNATIVES

1. No alternatives are considered for this item, as the payment is a permit requirement.

Attachments: SFEI Invoice
Email from WB confirming payment timing

Approved:

Date:

Jackie Zipkin, Chair
BACWA Executive Board

Invoice

**San Francisco Estuary Institute
4911 Central Ave.
Richmond, CA 94804
EIN 94-2951373**

August 8, 2024
Project No: 1092.25
Invoice No: 1092251

Bay Area Clean Water Agency
PO Box 24055, MS702
Oakland, CA 94623

Project 1092.25 SF Bay Nutrient Strategy Support FY2025
Attn:Lorien Fono

Professional Services from July 01, 2024 to June 30, 2025

Fee	\$1,100,000.00
Total this Invoice	\$1,100,000.00

Lorien Fono

From: Johnson, Bill@Waterboards <Bill.Johnson@waterboards.ca.gov>
Sent: Thursday, August 8, 2024 11:26 AM
To: Lorien Fono; Schlipf, Robert@Waterboards
Cc: David Senn; Mary Cousins; Mumley, Thomas@Waterboards
Subject: RE: NMS payment for FY25

Robert is away.
This certainly seems reasonable to me.
Thank you for expediting the payment.

Bill Johnson
Chief, NPDES Wastewater and Enforcement Division
San Francisco Bay Regional Water Quality Control Board
(510) 622-2354

From: Lorien Fono <lfono@bacwa.org>
Sent: Thursday, August 8, 2024 11:21 AM
To: Schlipf, Robert@Waterboards <Robert.Schlipf@waterboards.ca.gov>; Johnson, Bill@Waterboards <Bill.Johnson@waterboards.ca.gov>
Cc: David Senn <davids@sfei.org>; Mary Cousins <mcousins@bacwa.org>
Subject: NMS payment for FY25

Caution: External Email. Use caution when clicking links or opening attachments. When in doubt, contact DIT or use the Phish Alert Button.

Robert, in past years, the nutrient watershed permit year has lined up with BACWA's fiscal year and we have sent partial NMS funding to SFEI in the summer when the new fiscal year begins. However, the new permit doesn't come into effect until October 1, 2024 so there is a misalignment in the payment schedule. To assure program continuity, we are bringing the payment approval to the BACWA Board in August before the permit is in effect. We would like your confirmation that the payment can be applied to the permit year beginning Oct 1, 2024, and used to support NMS work starting July 1 2024, even if we send it in advance of the permit effective date.

Lorien Fono
Executive Director
Bay Area Clean Water Agencies
lfono@bacwa.org
(510) 684-2993



UC Santa Cruz Professional Development Course: Coastal Climate Resilience

This professional development course in Coastal Climate Resilience is a collaboration between the [Coastal Science and Policy Program](#) and the [Center for Coastal Climate Resilience](#) at UC Santa Cruz. Students in the Coastal Climate Resilience course will draw on UC Santa Cruz's expertise in coastal climate resilience and policy, including the application of nature-based solutions, local adaptation planning, and innovations. Participants will learn from experts in the academic, public, and private sectors. [Course Registration Link.](#)

Through cohort-based instruction and activities grounded in science, participants will build knowledge and skills relating to adaptation and resilience strategies, nature-based solutions, how to apply for funding, innovative financing, the insurance landscape, equitable engagement of interested parties, and more. This course is designed for those actively working in the field of coastal climate resilience with an aim to have practitioners apply learnings in real time.

The course aims to increase the number of practitioners in coastal communities that are knowledgeable and prepared to integrate a range of sustainability solutions. Practitioners will have the opportunity to network and workshop practical solutions that are applicable to their current role in coastal sustainability and resilience.

Course Learning Objectives

Students in the Coastal Climate Resilience course will learn to navigate coastal adaptation and sustainability projects from policies to practice for a resilient future. The course will help practitioners build a framework of opportunities, innovations, and practical solutions in coastal climate resilience.

At the conclusion of the course, participants will be able to:

- Identify a range of practical solutions for adapting to climate risks, including nature-based solutions.
- Know how to access resources for planning, evaluating, funding, and implementing a project.

- Understand the landscape of models and tools available for coastal risk assessments and adaptation planning.
- Engage interested parties in resilience and adaptation projects in an equitable way.
- Build an interdisciplinary network to collaborate on local and regional resilience projects.

Course Format, Dates, and Session Topics

The 9-week course uses a hybrid instructional format, with a mix of live interactive online sessions and asynchronous online programming, culminating in 2.5 days of in-person instruction at the UC Santa Cruz campus. Expect to spend around 50-60 total hours for the course, variable based on weekly readings and online discussions.

All class sessions are live online except for October 24-26, which is an in-person workshop. Online classes will be held via zoom on Fridays from 12:30 – 2:00 PM Pacific Time. See table below.

**Note topics and speakers subject to change*

Week	Date, Format, Time	Topic
Week 1	September 6, 2024 Live online, 12:30 – 2:00 PM Pacific Time	Principles of Coastal Resilience & Climate Change Speakers: Mike Beck , PhD. Director, Center for Coastal Climate Resilience at UC Santa Cruz Kris May , PhD. CEO and Founder, Pathways Climate Institute Learning Objectives: <ul style="list-style-type: none"> • Understand core principles of coastal adaptation. • Understand climate risks and hazards, and how hazards intersect. • Understand the impacts of climate, including disproportionate impacts to underserved communities. • Understand resilience and adaptation strategies, including building adaptation pathways over time. • Understand the benefits of nature-based solutions. • Identify ways to engage across disciplines for stronger adaptation outcomes.

Week	Date, Format, Time	Topic
Week 2	September 13, 2024 Live online, 12:30 – 2:00 PM Pacific Time	<p>Nature-based Solutions for Climate Adaptation: Case Studies & Tools</p> <p>Speakers/Panelists: Jannelle Kellman, Esq. Founder / CEO The Center for Sea Rise Solutions Rod Braun, MS. Global Director, Conservation International Christopher Allen Global Principal, Regenerative + Nature-based Solutions at Jacobs Megan Kelso, PhD. Conservation Scientist, Center for Coastal Climate Resilience at UC Santa Cruz</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Identify types of nature-based solutions that align well with particular coastal hazards and habitats. • Understand the benefits and challenges to using nature based solutions for adaptation projects. • Understand the phases of nature-based adaptation (planning, technical assistance, designing, implementing). • Discuss lessons learned from case studies implementing nature-based solutions.
Week 3	September 20, 2024 Live online, 12:30 – 2:00 PM Pacific Time	<p>Nature-based Solutions Case Studies Continued & Policies Relevant to Nature-based Solutions</p> <p>Speakers: Julie Beagle, MLA Engineering with Nature (EWN) Coastal Practice Lead, Environmental Planning Section Chief, San Francisco District, US Army Corp of Engineers Landolf Rhode-Barbarigos, PhD. Assistant Professor in the Department of Civil, Architectural and Environmental Engineering at the University of Miami Heather Tallis, PhD. Social Impact Fellow at World Wildlife Fund; Executive Fellow, Center for Coastal Climate Resilience at UC Santa Cruz; Former Assistant</p>

Week	Date, Format, Time	Topic
		<p>Director for Biodiversity and Conservation Sciences in the White House Office of Science & Technology Policy</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Discuss policies and enabling regulatory conditions for nature-based solutions at local, state, and federal levels. • Discuss lessons learned from case studies implementing nature-based solutions.
Week 4	September 27, 2024 Live online, 12:30 – 2:00 PM Pacific Time	<p>Equitable Engagement of Interested Parties</p> <p>Speakers:</p> <p>Renee Collini, PhD. Director, Community Resilience Center at The Water Institute</p> <p>Maya Trotz, PhD. Professor, Dept. of Civil & Environmental Engineering, College of Engineering, University of South Florida</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Understand enabling factors for equitable engagement including elements of a community engagement plan. • Identify social determinants of climate vulnerability (exposure, sensitivity and adaptive capacity) and their connection to resilience implementation and planning.
Week 5	October 4, 2024 Live online, 12:30 – 2:00 PM Pacific Time	<p>Sources and Steps to Financing Coastal Resilience at National & State Levels</p> <p>Speakers:</p> <p>Janan Reilly, MS. Acting Branch Chief, Community Infrastructure Resilience, Hazard Mitigation Assistance, FEMA HQ</p> <p>EPA speaker to be confirmed</p> <p>NOAA speaker to be confirmed</p>

Week	Date, Format, Time	Topic
		<p>Learning Objectives:</p> <ul style="list-style-type: none"> • Understand major funding sources for coastal adaptation, including nature-based solutions, such as FEMA, NFWF, DOD, NOAA, EPA. • Identify funding opportunities for specific phases of the adaptation process: planning, technical assistance, design, implementation, monitoring, maintenance. • Identify opportunities to leverage partnerships across local, state, and federal agencies to increase efficiency of emergency management. • Learn tips for successful grant writing and grant development, especially for FEMA, NOAA, and EPA funding sources.
<p>Week 6</p>	<p>October 11, 2024 Live online, 12:30 – 2:00 PM Pacific Time</p>	<p>Insurance and Innovative Financing for Resilient Communities</p> <p>Speakers: Guillermo Franco, PhD. Managing Director & Global Head of Cat Risk Research at Guy Carpenter (Jane) Carter Ingram, PhD. Managing Director, Pollination</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Understand the landscape of innovative financing mechanisms for adaptation and NBS, including insurance, resilience credits (carbon credits with resilience benefits), debt for nature swaps, green and blue bonds, payments for ecosystem services, among others. • Understand how insurance can support nature-based solutions and help build coastal resilience and sustainably. • Have a decision framework for which financing options are a good fit for different types of adaptation projects. • Have contacts and resources that you can go to for help answering questions about financing adaptation.

Week	Date, Format, Time	Topic
Week 7	October 18, 2024 Live online, 12:30 – 2:00 PM Pacific Time	Data Sources, Tools & Models for Resilient Coastal Adaptation Speakers: Borja Gonzalez Reguero , PhD. Associate Professor, Coastal Science and Policy at UC Santa Cruz Renee Collini , PhD. Director, Community Resilience Center at The Water Institute Additional speakers to be confirmed Learning Objectives: <ul style="list-style-type: none"> Identify data needs and data sources for adaptation projects. Become familiar with models and other tools used to provide data for coastal adaptation.
Week 8	October 24 – 26, 2024 <u>In-person</u> 2.5 Day Workshop at UC Santa Cruz Coastal Science Campus	Practical Applications Towards for Resilient Coastal Adaptation <ul style="list-style-type: none"> October 24: 9:00 am – 5:00 pm Pacific time October 25: 9:00 am – 5:00 pm Pacific time October 26: 9:00 am – 1:00 pm Pacific time Speakers/Experts on hand: Mike Beck , PhD. Director, Center for Coastal Climate Resilience at UC Santa Cruz Borja Gonzalez Reguero , PhD. Associate Professor, Coastal Science and Policy at UC Santa Cruz Guillermo Franco , PhD. Managing Director & Global Head of Cat Risk Research at Guy Carpenter Janan Reilly , MS. Acting Branch Chief, Community Infrastructure Resilience, Hazard Mitigation Assistance, FEMA HQ Tiffany Wise-West , PhD. Sustainability and Resilience Officer at City of Santa Cruz Kris May , PhD. CEO and Founder, Pathways Climate Institute Additional speakers to be confirmed

Week	Date, Format, Time	Topic
		<p>Learning Objectives:</p> <ul style="list-style-type: none"> • Solidify learnings from across virtual sessions into practical applications for participants' work through field and classroom activities. • Identify tangible next steps to advance coastal resilience and nature-based solutions within your work. • Leave with a framework of steps and resources for coastal climate resilience and adaptation, built up from throughout the course. • Build an interdisciplinary network of practitioners working on coastal resilience
Week 9	November 1, 2024 Live online, 12:30 – 2:00 PM Pacific Time	<p>Optional session to engage with demonstrations of data models and tools and follow up on anything else from the workshop.</p> <ul style="list-style-type: none"> • Engage with demonstrations of models and tools for data, risk, and adaptation. • Develop a deeper understanding of what it takes to model and design an adaptation project. <p>Speakers: To be confirmed</p>

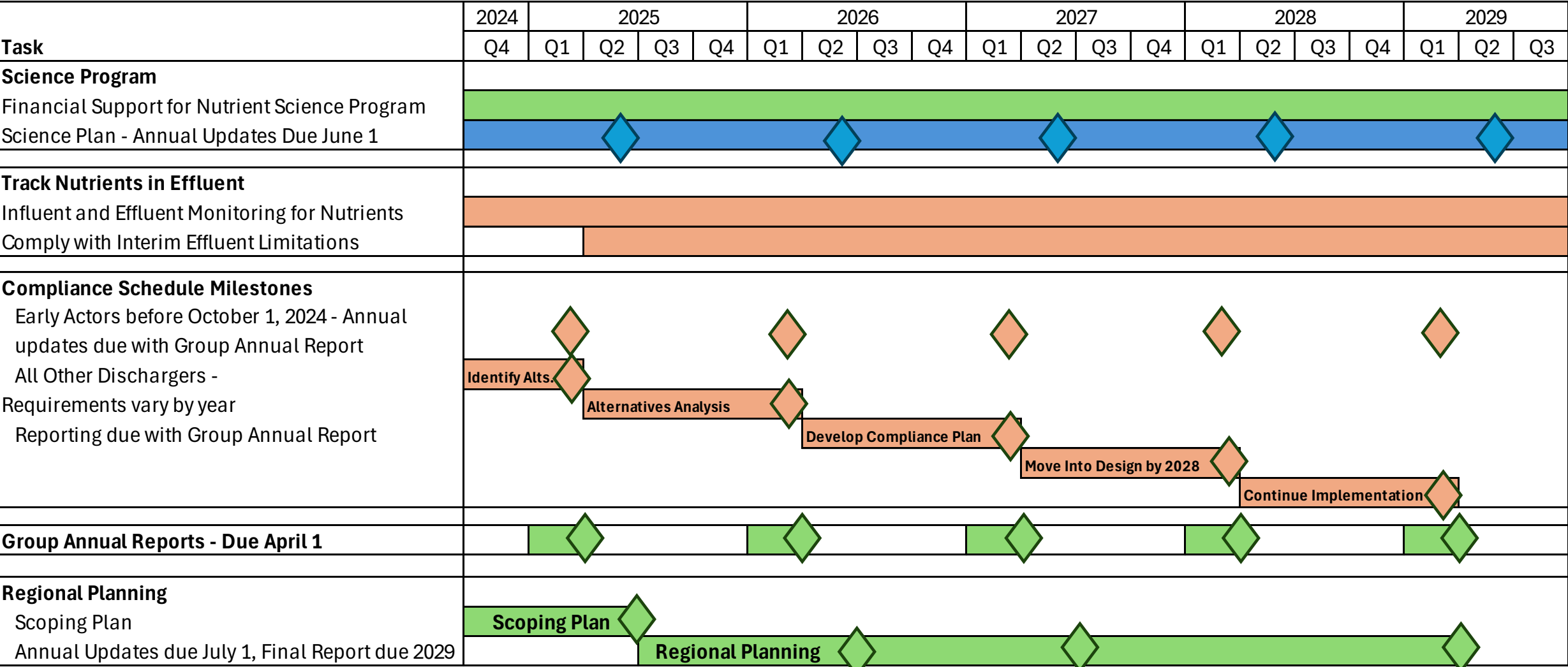
**Note above topics and speakers subject to change*

Requirements in 2024 Nutrient Watershed Permit (R2-2024-0013)

Individual Discharger

BACWA (with Discharger and Consultant Support)

Nutrient Science Program



Key Task and Due Dates in the Next Year

Individual Dischargers

Task	Due Date
Review Monitoring Requirements <ul style="list-style-type: none"> Frequency for Total Phosphorus Influent Nitrate-Nitrite Applicability 	October 1, 2024
Provide nutrient flow and load information to BACWA for 2025 Group Annual Report	Late 2024
Identify preliminary alternatives for meeting final effluent limits, or identify compliance pathway (unless “Early Actor”), for 2025 Group Annual Report	TBD before April 1, 2025

BACWA

Task	Date
Hire Consultant to assist with Regional Planning	RFP out by September 2024
Hire Consultant to assist with Group Annual Reports	RFP released by September 2024
Decide on Future Allocation of Nutrient Surcharges \$2.2M/Year	Update allocation prior to FY26 invoices
Group Annual Report and Alternatives Analyses	Due April 1, 2025
Scoping Plan	Due July 1, 2025

2024-2029 Nutrient Watershed Permit (R2-2024-014) Preliminary Compliance Tasks and Due Dates

Date Range Compliance Due Dates Marked with “❖”	Dischargers that are not Early Actors	Dischargers that are Early Actors	BACWA Lead + Consultant Team
October 1, 2024	Permit effective date Adjust nutrient monitoring frequencies per Attach. E, Tables E-2, E-3 and E-4.		
Q3 2024	-		Issue RFP consultant team(s) for GAR and Regional Planning
Q4 2024	Provide GAR flow and concentration data for 2024 dry season to BACWA consultant team.		GAR Data Collection. Assemble GAR data.
			Select and onboard consultant team(s) for GAR and Regional Planning
Q1 2025	Identify Compliance Alternatives. Identify preliminary alternatives for meeting final effluent limits. If Discharger has already identified a compliance pathway, begin implementation. <i>Source: Table 5, Row 1.</i>	Provide annual status update	GAR Preparation. Analyze GAR data. Collect information on compliance schedule milestones from dischargers. Prepare draft GAR, circulate for review, and prepare final GAR.
Q1 2025	Optional: Contribute to preparation of draft scoping plan.		Prepare draft scoping plan for regional planning study
❖ April 1, 2025	-		Submit GAR. <i>Source: Attach. E, Section 5.2.2.5.</i>
May – Sept 2025	Track compliance with Table 3 Interim Effluent Limits		
Q2 2025	Optional: Contribute to review of draft scoping plan.		Finalize draft scoping plan for regional planning study
❖ June 1, 2025	-		Submit updated science plan and schedule for proposed studies. <i>Source: Provision 6.3.2.3</i>
❖ July 1, 2025	-		Submit scoping plan for regional planning study. <i>Source: Provision 6.3.4.1.</i>
Q4 2025	Provide GAR flow and concentration data for 2025 dry season to BACWA consultant team.		GAR Data Collection. Assemble GAR data.
Q1 2026	Perform Alternatives Analysis. Identify a compliance pathway. If Discharger has already identified a compliance pathway, provide a status update. Provide a Treatment Plant Optimization Schedule , if applicable. <i>Source: Table 5, Row 2.</i>	Provide annual status update	GAR Preparation. Analyze GAR data. Collect information on compliance schedule milestones from dischargers. Prepare draft GAR, circulate for review, and prepare final GAR.
❖ April 1, 2026	-		Submit GAR. <i>Source: Attach. E, Section 5.2.2.5.</i>

Date Range Compliance Due Dates Marked with “❖”	Dischargers that are not Early Actors	Dischargers that are Early Actors	BACWA Lead + Consultant Team
May – Sept 2026	Track compliance with Table 3 Interim Effluent Limits		
Q2 2026	Optional: Review status report on scoping plan.		Prepare status report on regional planning study.
❖ June 1, 2026	-		Submit updated science plan and schedule for proposed studies. <i>Source: Provision 6.3.2.3</i>
❖ July 1, 2026	-		Submit status report on regional planning study. <i>Source: Provision 6.3.4.2</i>
Q4 2026	Provide GAR flow and concentration data for 2026 dry season to BACWA consultant team.		GAR Data Collection. Assemble GAR data.
Q1 2027	Submit Compliance Plan. Describe proposed improvements and an implementation schedule, including design and construction. Provide a governance plan for Multi-Benefit Projects , if applicable. <i>Source: Table 5, Row 3.</i>	Provide annual status update	GAR Preparation. Analyze GAR data. Collect information on compliance schedule milestones from dischargers. Prepare draft GAR, circulate for review, and prepare final GAR.
❖ April 1, 2027	-		Submit GAR. <i>Source: Attach. E, Section 5.2.2.5.</i>
May – Sept 2027	Track compliance with Table 3 Interim Effluent Limits		
Q2 2027	Optional: Review status report on scoping plan.		Prepare status report on regional planning study.
❖ June 1, 2027	-		Submit updated science plan and schedule for proposed studies. <i>Source: Provision 6.3.2.3</i>
❖ July 1, 2027	-		Submit status report on regional planning study. <i>Source: Provision 6.3.4.2</i>
Q4 2027	Provide GAR flow and concentration data for 2027 dry season to BACWA consultant team.		GAR Data Collection. Assemble GAR data.
Q1 2028	Submit Design Progress Report. For capital projects that are part of the compliance plan, provide project details and evidence that the project has moved into the design stage. <i>Source: Table 5, Row 4.</i>	Provide annual status update	GAR Preparation. Analyze GAR data. Collect information on compliance schedule milestones from dischargers. Prepare draft GAR, circulate for review, and prepare final GAR.
❖ April 1, 2028	-		Submit GAR. <i>Source: Attach. E, Section 5.2.2.5.</i>
May – Sept 2028	Track compliance with Table 3 Interim Effluent Limits		
❖ June 1, 2028	-		Submit updated science plan and schedule for proposed studies. <i>Source: Provision 6.3.2.3</i>

Date Range Compliance Due Dates Marked with “❖”	Dischargers that are not Early Actors	Dischargers that are Early Actors	BACWA Lead + Consultant Team
Q4 2028	Provide GAR flow and concentration data for 2028 dry season to BACWA consultant team.		GAR Data Collection. Assemble GAR data
Q4 2028	Optional: Assist with preparation of draft report for regional planning study		Prepare draft report for regional planning study
Q1 2029	Optional: Review final report for regional planning study		Complete final report for regional planning study
Q1 2029	Submit Compliance Update. Summarize progress towards meeting final effluent limits, including a detailed status update on capital projects. <i>Source: Table 5, Row 5.</i>	Provide annual status update	GAR Preparation. Analyze GAR data. Collect information on compliance schedule milestones from dischargers. Prepare draft GAR, circulate for review, and prepare final GAR.
Q1 2029	Provide information for Report of Waste Discharge, including submittal dates for individual NPDES permit applications.		Assemble information for Report of Waste Discharge.
❖ March 31, 2029	-		Submit final report for regional planning study. <i>Source: Provision 6.3.4.3</i>
❖ March 31, 2029	-		Submit Report of Waste Discharge. <i>Source: Provision 6.3.7</i>
❖ April 1, 2029	-		Submit GAR. <i>Source: Attach. E, Section 5.2.2.5.</i>
May – Sept 2029	Track compliance with Table 3 Interim Effluent Limits		
❖ June 1, 2029			Submit updated science plan and schedule for proposed studies. <i>Source: Provision 6.3.2.3</i>

Acronyms

GAR = Group Annual Report. Due dates may vary from those shown on the table for dischargers that opt out of group reporting. See Attachment E, Section 5.2.2.





May 22, 2014

Bay Area Clean Water Agencies (BACWA) seeks the services of a consulting engineering firm or team for a planning level study related to nutrient removal, as well as annual compliance reporting for nutrients, on behalf of BACWA member agencies that discharge to the San Francisco Bay. The accompanying Request for Proposal includes the information needed for proposal preparation. Participating member agencies are listed in Attachment 1 to this letter.

An electronic proposal as a pdf document, as well as seven (7) paper copies, shall be submitted. The electronic proposal shall be submitted to Lorien Fono at lfono@pmengineers.com by **5:00 pm on June 27, 2014**. One paper copy shall be sent to each of the seven members of the BACWA Contract Management Group, whose mailing addresses are provided in Attachment 2 to this letter. Paper copies of the proposal must be postmarked on or before June 27, 2014.

All questions and requests for information regarding this RFP or the Project shall be directed in writing, via email, to David R. Williams at dwilliams@bacwa.org. Questions shall be submitted by June 9, 2014 and answers will be distributed to all Proposers by June 13, 2014.

Sincerely,

A handwritten signature in cursive script that reads "David R. Williams".

David R. Williams, P.E.
Executive Director

Attachment 1

List of Participating Agencies

Discharger	Facility Name
American Canyon, City of	Wastewater Treatment and Reclamation Facility
Benicia, City of	Benicia Wastewater Treatment Plant
Burlingame, City of	Burlingame Wastewater Treatment Plant
Central Contra Costa Sanitary District	Central Contra Costa Sanitary District Wastewater Treatment Plant
Central Marin Sanitation Agency	Central Marin Sanitation Agency Wastewater Treatment Plant
Delta Diablo	Wastewater Treatment Plant
East Bay Dischargers Authority (EBDA), City of Hayward, City of San Leandro, Oro Loma Sanitary District, Castro Valley Sanitary District, Union Sanitary District, Livermore-Amador Valley Water Management Agency, Dublin San Ramon Services District, and City of Livermore	EBDA Common Outfall
	Hayward Water Pollution Control Facility
	San Leandro Water Pollution Control Plant
	Oro Loma/Castro Valley Sanitary Districts Water Pollution Control Plant
	Raymond A. Boege Alvarado Wastewater Treatment Plant
	Livermore-Amador Valley Water Management Agency Export and Storage Facilities
	Dublin San Ramon Services District Wastewater Treatment Plant
	City of Livermore Water Reclamation Plant
East Bay Municipal Utility District	East Bay Municipal Utility District, Special District No. 1 Wastewater Treatment Plant
Fairfield-Suisun Sewer District	Fairfield-Suisun Wastewater Treatment Plant
Las Gallinas Valley Sanitary District	Las Gallinas Valley Sanitary District Sewage Treatment Plant
Marin County (Paradise Cove), Sanitary District No. 5 of	Paradise Cove Treatment Plant
Marin County (Tiburon), Sanitary District No. 5 of	Wastewater Treatment Plant
Millbrae, City of	Water Pollution Control Plant
Mt. View Sanitary District	Mt. View Sanitary District Wastewater Treatment Plant
Napa Sanitation District	Soscol Water Recycling Facility
Novato Sanitary District	Novato Sanitary District Wastewater Treatment Plant
Palo Alto, City of	Palo Alto Regional Water Quality Control Plant
Petaluma, City of	Municipal Wastewater Treatment Plant
Pinole, City of	Pinole-Hercules Water Pollution Control Plant
Rodeo Sanitary District	Rodeo Sanitary District Water Pollution Control Facility
San Francisco (San Francisco International Airport), City and County of	Mel Leong Treatment Plant, Sanitary Plant
San Francisco (Southeast Plant), City and County of	Southeast Water Pollution Control Plant
San Jose/Santa Clara Water Pollution Control Plant and Cities of San Jose and Santa Clara	San Jose/Santa Clara Water Pollution Control Plant
San Mateo, City of	City of San Mateo Wastewater Treatment Plant
Sausalito-Marin City Sanitary District	Sausalito-Marin City Sanitary District Wastewater Treatment Plant
Sewerage Agency of Southern Marin	Wastewater Treatment Plant
Sonoma Valley County Sanitary District	Municipal Wastewater Treatment Plant
Silicon Valley Clean Water	Silicon Valley Clean Water Wastewater Treatment Facility
South San Francisco and San Bruno, Cities	South San Francisco and San Bruno Water Quality Control

Discharger	Facility Name
of	Plant
Sunnyvale, City of	Sunnyvale Water Pollution Control Plant
U.S. Department of Navy (Treasure Island)	Wastewater Treatment Plant
Vallejo Sanitation and Flood Control District	Vallejo Sanitation and Flood Control District Wastewater Treatment Plant
West County Agency (West County Wastewater District and City of Richmond Municipal Sewer District)	West County Agency Combined Outfall

Attachment 2

Contract Management Group Mailing Addresses

1. Gregory G. Baatrup
General Manager
Fairfield-Suisun Sewer District
1010 Chadbourne Road
Fairfield, CA 94534
2. Vince De Lange
East Bay Municipal Utility District
375 11th Street
M/S 702
Oakland, CA 94607
3. Joanna De Sa
San Jose/Santa Clara Regional Wastewater Facility
700 Los Esteros Road
San Jose, CA 95134
4. Teresa Herrera, P.E.
Assistant Manager/Authority Engineer
Silicon Valley Clean Water (fka South Bayside System Authority)
1400 Radio Road
Redwood City, CA 94065
5. Amanda Roa
Delta Diablo
2500 Pittsburg-Antioch Hwy
Antioch, CA 94561
6. David R. Williams
1133 Snyder Lane
Walnut Creek, CA 94598
7. Bhavani Yerrapotu
1444 Borregas Avenue
P.O Box 3707
Sunnyvale, CA 94088-3707

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Request for Proposals

Bay Area Clean Water Agencies Order for Municipal Wastewater Discharges of Nutrients to San Francisco Bay, NPDES Permit

Introduction

Bay Area Clean Water Agencies (BACWA) seeks the services of a consulting engineering firm or team (Consultant) for a planning level study related to nutrient removal (Project) for BACWA member agencies with flows greater than or equal to one million gallons per day (mgd), and for annual nutrients compliance reporting for all member agencies that discharge to the San Francisco (SF) Bay. This Request for Proposal (RFP) includes the information needed for proposal preparation and an attachment identifying participating member agencies. The RFP and attachment describe the scope requirements for the Project.

Background

BACWA is a local government agency created by a joint powers agreement in 1984. Our membership includes local clean water agencies that provide sanitary sewer services to the more than seven million people living in the nine county SF Bay Area. BACWA was founded, and continues, to assist agencies in carrying out mutually beneficial projects, and to facilitate the development of scientific, economic and other information about the San Francisco Bay environment and the agencies that work to protect it and public health.

The San Francisco Bay estuary has long been recognized as nutrient-enriched. Despite this, the abundance of phytoplankton in the estuary is lower than would be expected due to a number of factors, including strong tidal mixing; high turbidity, which limits light penetration; and high filtration by clams. However, recent data indicate an increase in phytoplankton biomass and a small decline in dissolved oxygen concentrations in many areas of the estuary, suggesting that its historic resilience to the effects of nutrient enrichment may be weakening. The contributing factors for this include (1) natural oceanic oscillations that have increased benthic predators, thus reducing South San Francisco Bay's clam population and clam grazing; and (2) decreases in suspended sediment that have resulted in a less turbid environment and increased light penetration.

Under current conditions, phytoplankton growth and biomass accumulation are limited much of the time by lack of light, and biomass accumulation is further controlled by clam grazing. If these constraints continue to shift, increases in phytoplankton biomass could follow. Under this scenario, it may be necessary to limit the availability of essential

nutrients. There are three potential problems that might be addressed with different nutrient removal objectives:

1. Ammonia toxicity and/or inhibition of phytoplankton growth; may require full or partial nitrification
2. Increased phytoplankton growth (eutrophication where total inorganic nitrogen is the limiting nutrient); may require full or partial denitrification
3. Undesirable phytoplankton assemblage changes due to an unfavorable nitrogen to phosphorus ratio; may require phosphorus reduction

Municipal wastewater treatment plants account for about 63 percent of the annual average total nitrogen load to San Francisco Bay. Several years may be needed to determine an appropriate level of nutrient control and to identify management actions necessary to protect San Francisco Bay beneficial uses.

The Regional Water Board has issued a Nutrient Watershed Permit (R2-2014-0014), to take effect July 1, 2014, which represents the first phase of what is expected to be a multi-permit effort. The Order sets forth a regional framework to facilitate collaboration on studies that will inform future management decisions and regulatory strategies. The overall purpose of this phase is to track and evaluate treatment plant performance, fund nutrient monitoring programs, support load response modeling, and conduct treatment plant optimization and upgrade studies for nutrient removal. These studies will increase the understanding of external nutrient loads, improve load response models, support development of nutrient objectives, and increase the certainty that any required nutrient removal at treatment plants will produce the desired outcome. In the 2019 permit reissuance, the Regional Water Board anticipates considering establishment of performance-based effluent limits for nutrients and may require implementation of treatment optimization. The 2019 permit reissuance will also continue efforts to evaluate control measure scenarios as informed by load response modeling. In the 2024 and 2029 permit reissuances, the Regional Water Board anticipates using the information garnered from studies conducted under earlier orders to require implementation of additional management actions, as needed. It should be noted that although the Optimization and Upgrade studies will provide a good foundation for understanding the potential for nutrient reduction at Bay Area Publically Owned Treatment Works (POTWs) and high level estimates of the costs, if plants were actually required to implement reductions, significantly more engineering analyses would be needed to produce facilities plans at individual POTWs and to better refine the cost estimates.

Project Description

BACWA is seeking a consultant to conduct the optimization and facility upgrades planning studies, as well as group annual reporting. The two studies and group annual report are described below.

SPECIAL STUDY 1: EVALUATION OF POTENTIAL NUTRIENT DISCHARGE REDUCTION BY TREATMENT OPTIMIZATION AND SIDESTREAM TREATMENT

The major Dischargers listed in Table A-1 shall, individually or in collaboration with other Dischargers, evaluate options and costs for nutrient discharge reduction by optimization of current treatment works. The evaluation shall include the following:

- Describe the treatment plant, treatment plant process, and service area;
- Evaluate site-specific alternatives, along with associated nitrogen and phosphorus removal levels, to reduce nutrient discharges through methods such as operational adjustments to existing treatment systems, process changes, or minor upgrades;
- Evaluate side-stream treatment opportunities along with associated nitrogen and phosphorus removal levels;
- Describe where optimization, minor upgrades, and sidestream treatment have already been implemented;
- Evaluate beneficial and adverse ancillary impacts associated with each optimization proposal, such as changes in the treatment plant's energy usage, greenhouse gas emissions, or sludge and biosolids treatment or disposal;
- Identify planning level costs of each option evaluated; and
- Evaluate the impact on nutrient loads due to treatment plant optimization implemented in response to other regulations or requirements.

Dischargers that have recently completed optimization evaluations may use previously completed reports.

SPECIAL STUDY 2: EVALUATION OF POTENTIAL NUTRIENT DISCHARGE REDUCTION BY TREATMENT UPGRADES OR OTHER MEANS

The major Dischargers listed in Table A-1 shall, individually or in collaboration with other Dischargers, conduct an evaluation to identify options and costs for potential treatment upgrades for nutrient removal.

The evaluation shall be conducted for each Discharger's treatment works or categories of like treatment works (e.g., high purity oxygen plants, conventional activated sludge plants, plants without anaerobic digestion). The evaluation must estimate nutrient reductions from treatment upgrades and, at a minimum, shall entail the following:

- Describe the treatment plant, treatment plant process, and service area;

- Identify potential upgrade technologies for each treatment plant category along with associated nitrogen and phosphorous removal levels;
- Identify site-specific constraints or circumstances that may cause implementation challenges or eliminate any specific technologies from consideration;
- Include planning level capital and operating cost estimates associated with the upgrades and for different levels of nutrient reduction, applying correction factors associated with site-specific challenges and constraints;
- Describe where Dischargers have already upgraded existing treatment systems or implemented pilot studies for nutrient removal. As part of this description, document the level of nutrient removal the upgrade or pilot study is achieving for total nitrogen and phosphorus;
- Evaluate the impact on nutrient loads due to treatment plant upgrades implemented in response to other regulations and requirements; and
- Evaluate beneficial and adverse ancillary impacts associated with each upgrade, such as changes in the treatment plant's energy use, changes in greenhouse gas emissions, changes in sludge and biosolids treatment or disposal, and reduction of other pollutants (e.g., pharmaceuticals) through advanced treatment.

Dischargers that have recently completed upgrade evaluations may use previously completed reports.

Dischargers who have planned or are implementing facility upgrades or modifications to address the impacts of sea level rise and climate change alone, or as part of infrastructure renewal, shall also include in its nutrient removal evaluation consideration of the impacts of sea level rise and climate change on identified nutrient upgrade options.

In addition to the above upgrade evaluation, Dischargers may evaluate ways to reduce nutrient loading through alternative discharge scenarios, such as water recycling or use of wetlands, in combination with, or in-lieu of, the upgrades to achieve similar levels of nutrient load reductions. This evaluation shall identify any institutional barriers to water recycling along with proposals for overcoming such barriers and include ancillary benefits and adverse impacts associated with such alternative discharge scenarios such as the following:

- Reduction in potable water use through enhanced reclamation;
- Creation of additional wetland or upland habitat;
- Changes in energy use, greenhouse gas emissions, sludge and biosolids quality and quantities;
- Reduction of other pollutant discharges;

- Impacts to existing permit requirements related to alternative discharge scenarios; and
- Implications related to discharge of brine or other side-streams associated with advanced recycling technologies.

GROUP ANNUAL REPORT

Starting in 2015, by September 1 of each year, each Discharger shall provide its nutrient information in a separate annual report or state that it is participating in a group report that will be submitted by the Bay Area Clean Water Agencies (BACWA). Starting 2015, by October 1 of each year, the Annual Group Nutrients Report shall include the information detailed below.

- i. Summary tables depicting the Discharger's annual and monthly flows, nutrient concentrations, and nutrient mass loads, calculated as described in Section VIII.1 Arithmetic Calculations of Standard Provisions (Attachment G of individual permits) covering July 1 through June 30 of the preceding year. The nutrient loads of each individual Discharger shall be reported relative to other facilities covered by this Order that discharge to the same subembayment, i.e., Suisun Bay, San Pablo Bay, Central Bay, South Bay, and Lower South Bay. Nutrient information from each Discharger may be obtained from the State Water Board's California Integrated Water Quality System (CIWQS) Program website <http://www.waterboards.ca.gov/ciwqs/index.html>.
- ii. An analysis of nutrient trends, load variability, and an assessment as to whether or not nutrient mass discharges are increasing or decreasing.
- iii. If trend analysis shows a significant change in load, the Discharger shall investigate the cause and shall report its results, or status, or plans for investigation, in the annual report or in subsequent annual reports. This investigation shall include, at a minimum, whether treatment process changes have reduced or increased nutrient discharges, changes in nutrient loads related to water reclamation (increasing or decreasing), and changes in total influent flow related to water conservation, population growth, transient work community, new industry, and/or changes in wet weather flows.

An example of a Group Annual Report that BACWA has prepared in the past that could provide a template for this report is the [Mercury Watershed Permit Group Report](#), last prepared for the 2011 reporting year.

Scope of Services

This section describes the nature and scope of engineering services to be provided for the completion of this Project for BACWA. The successful proposal will demonstrate the approach and qualifications for the entire project.

BACWA has prepared a scope of services necessary for completion of the Project, which is provided below. This scope of services shall be used as a basis for preparation of the proposal. Additional tasks or modifications to the scope of services that the Consultant feels will produce a more useful and/or cost-effective project should be included in the proposal.

The project is divided into seven tasks that are described below:

- Task 1: Project Management and QA/QC
- Task 2: Scoping and Evaluation Plans
- Task 3: Data Collection and Synthesis
- Task 4: Special Study Number 1 – Evaluation of Potential Nutrient Discharge Reduction by Treatment Optimization and Sidestream Treatment
- Task 5: Special Study Number 2 – Evaluation of Potential Nutrient Discharge Reduction by Treatment Upgrades
- Task 6: Potential Nutrient Discharge Reduction by Other Means
- Task 7: Group Annual Report
- Task 8: Reporting

It is anticipated that BACWA will initially authorize only the scope of work for Task 1 and 2 services. Following approval of the Scoping and Evaluation Plans by the Regional Water Board, BACWA will negotiate and approve the remaining scope of services.

A list of all the participating BACWA Member Agencies is provided in Attachment A. The table in Attachment A identifies whether each agency is considered a minor (≤ 1 mgd design flow) or major (> 1 mgd design flow) discharger. Only major dischargers are required to perform the special studies associated with this RFP. Some dischargers may elect to perform the studies on their own.

TASK 1: PROJECT MANAGEMENT AND QA/QC

Task 1.1 – Project Management

Consultant shall control the Project in terms of staffing, budget, schedule and scope, and promote communication within the project team including the participating agencies. BACWA has assembled a Contract Management Group (CMG), made up of representatives from our member agencies that, along with the BACWA Executive Director, will be guiding the work of the consultant. BACWA Executive Director or his designee will be the assigned project manager for this contract and will be responsible for scope and budget.

Items covered under this task include, but are not limited to:

- Kickoff meeting
- Monthly meetings with the BACWA CMG
- Quarterly progress meetings at the BACWA Executive Board Meetings
- Twice-yearly meetings presenting findings to entire BACWA membership and regulators
- Scope, budget and schedule management
- Management and coordination of Consultant staff
- Monthly invoicing and progress reports

The Consultant shall also develop and implement a quality assurance and quality control (QA/QC) program during the course of executing this scope of work.

TASK 2: SCOPING AND EVALUATION PLANS

The initial steps in performing the special studies in Tasks 4 and 5 require a series of subtasks to scope the effort, develop an evaluation plan, and submit these documents to BACWA and the Regional Water Board for approval.

Task 2.1 - Scoping Plan

The Scoping Plan will identify the work necessary to complete the two special studies: i) optimize facilities for nutrient reduction and ii) determine nutrient reductions possible through treatment plant upgrades. The special studies will look at three types of nutrient removal: nitrification, denitrification and phosphorus removal. Because the science has not yet indicated the type or level of nutrient removal that might be required to protect the San Francisco Bay, the Consultant will develop a range of nutrient removal objectives as part of the Scoping Plan. The Consultant will propose a strategy for setting these objectives to meet either concentration- or load-based nutrient reduction goals. Objectives will include different levels of nitrification, denitrification and phosphorus removal, combinations thereof, as well as how the removal rates may vary seasonally.

Task 2.2 - Evaluation Plan

An Evaluation Plan is required as part of the Watershed Permit that includes a schedule describing how the work will be conducted to evaluate the potential nutrient discharge reduction by treatment optimization (Study 1) or by treatment upgrades (Study 2). The Evaluation Plan shall include sampling, as necessary, to support the proposed optimization study. In addition, the Evaluation Plan shall define the treatment works categories that will be evaluated to support the potential upgrades and alternative discharge scenarios. The Evaluation Plan will also set up a standard approach/basis for conducting planning level cost estimates.

TASK 3: DATA COLLECTION AND SYNTHESIS

This Task includes data collection and review, as well as synthesis of existing data, including development of descriptions of existing facilities.

Task 3.1: Data Collection and Review

The Consultant will work through the BACWA Executive Director, who will act as the point contact person with participating agencies, to gather information necessary to complete the study.

Prior to contract execution, BACWA will work with participating member agencies to determine a point of contact, collect basic facility information, and obtain copies of related planning documentation such as master plans. The Consultant will also be given the influent and effluent nutrient data of participating agencies collected from the Water Code 13267 Letter issued by Regional Water Board Executive Officer (dated March 2, 2012) and compiled by San Francisco Estuarine Institute (SFEI).

After contract execution, the Consultant will work with the CMG to develop a data collection template to send to each participating agency. The requested material will include both data and facility information and shall build upon the influent and effluent data already collected and compiled. The material may also include information requests about the existing facilities, future growth and development, and other site specific questions (e.g., space constraints, excess tankage, etc.) necessary to conduct the studies. Where there are data gaps, the Consultant will use assumptions based on the best available industry data.

Additional data may be requested, as required, to complete the studies.

Task 3.2 – Summary of Existing Facilities

The Consultant will use the information collected in Task 3.1 to develop descriptions of each treatment plant, treatment plant unit processes, and service area. The descriptions shall include the following, at a minimum:

- Service area description – defines the service area by number of service connections, area covered by the agency, etc.
- Current permit discharge requirements for BOD, TSS, and nutrients.
- Summary of current and future flows and loads, based on available data
- Process description of each unit process, including information such as number of unit processes, size, operational loadings at design, etc.
- Process flow diagram
- Current design capacity
- Plant footprint and summary of any space constraints
- Factors which may increase or decrease each POTW's influent/effluent loads through 2040.

The Consultant will use the nutrient discharge information collected from the 13267 Letter to establish a baseline for existing levels of nutrient loadings that may be used to account

for changes in loadings that result from optimization and upgrade efforts at treatment facilities.

Task 3.3 – Evaluate the Impact on Nutrient Loads in Response to Other Regulations or Requirements

Consultant shall identify how nutrient loads will increase or decrease due to process upgrades made in response to other regulations or requirements. For example, an upgrade from biosolids incineration to anaerobic digestion will result in an increase in nutrient loading to the effluent. On the other hand, some agencies have completed optimizations for treatment plant reliability and have seen an ancillary decrease in nutrient loads. Background about other regulatory drivers will be provided by individual agencies through existing studies and information.

TASK 4 – SPECIAL STUDY NUMBER 1 - EVALUATION OF POTENTIAL NUTRIENT DISCHARGE REDUCTION BY TREATMENT OPTIMIZATION AND SIDESTREAM TREATMENT

The Consultant shall evaluate options and costs for nutrient discharge reduction by optimization of current treatment works, including the addition of sidestream treatment. For each participating agency, the following sub-tasks are to be completed.

Task 4.1 – Describe Existing Optimization, Minor Upgrades, and Sidestream Treatment

Based on the information collected and reviewed in Task 3, the Consultant shall summarize the past work already conducted for each plant to optimize their treatment works, including minor upgrades and sidestream treatment additions that may have achieved nutrient reductions. This will include modifications that have been completed as well as modifications that are already planned.

Task 4.2 – Evaluate Site-Specific Strategies for Process Optimization

The Consultant will use the data and information obtained under Task 3 to identify strategies to reduce nutrient discharge levels via nitrification, denitrification, and phosphorus removal. Strategies could consider modest changes to the existing process, typically modifications that may require some equipment replacement, but no additional basin volume.

Consultant shall identify a list of up to five strategies that could be employed to optimize treatment works. For each participating agency, the list will be reviewed and likely strategies for success will be identified. Some typical options might include, but are not limited to: i) split flow treatment, ii) return sidestream flow control, iii) additional chemicals, etc.

Task 4.3 – Evaluate Side-Stream Treatment Opportunities

Based on the information collected and reviewed in Task 3, the Consultant will evaluate the feasibility of implementing sidestream treatment into the existing treatment plant for the participating agencies. It is anticipated that the load removal is about 85 percent for either nitrogen or phosphorus.

For sidestream nitrogen treatment, the Consultant shall only consider nitrogen removal. For sidestream phosphorus treatment, the Consultant shall consider both phosphorus removal and phosphorus recovery.

Consultant shall summarize the expected reduction in nutrient concentration as a result of sidestream treatment.

Task 4.4 – Evaluate Beneficial and Adverse Ancillary Impacts

The Consultant shall identify, and where possible, quantify, beneficial and adverse ancillary impacts associated with each optimization strategy. These impacts shall include items such as nutrient effluent concentrations, energy usage, greenhouse gas emissions, space requirements, plant capacity, sludge production and quality, and others. Optimization options that re-purpose available capacity in existing facilities at current loadings will be noted as having an adverse impact in terms of reduced capacity.

Task 4.5 – Develop Capital and Operating Costs

For each optimization strategy identified in Subtask 4.2, the Consultant shall prepare planning level costs for any facility modifications. Capital cost estimates shall be consistent with a Level IV estimate, per the American Association of Cost Engineers, Recommended Practice No. 17R-97, Class 4 and the American National Standards Institute definition of a “budget estimate”.

In addition to capital cost estimates, the Consultant shall also provide estimated annual costs (or savings) for energy and chemicals associated with the proposed optimization strategies. Consultant shall develop appropriate unit costs for energy and chemicals. Where appropriate, associated operating costs will also be developed for the beneficial and adverse ancillary impacts identified in Task 4.4.

TASK 5 – SPECIAL STUDY NUMBER 2 - EVALUATION OF POTENTIAL NUTRIENT DISCHARGE REDUCTION BY TREATMENT UPGRADES

The purpose of this task is to evaluate options, constraints, and costs for treatment upgrades to meet the nutrient discharge objectives identified under Task 2.1.

Task 5.1 – Describe Existing Technology Upgrades and Pilot Studies

Based on the information collected and reviewed in Task 3, the Consultant shall summarize treatment plant upgrades already implemented by each participating agency to upgrade

their treatment works for nutrient reductions, including minor and major upgrades, , or pilot studies. In addition, the Consultant shall summarize the level of nutrient removal the upgrade or pilot study is achieving for total nitrogen and phosphorus.

Task 5.2 – Identify Site-Specific Constraints

Based on the information collected and reviewed in Task 3, the Consultant shall identify any site-specific constraints or other circumstances that may limit the feasibility of a lower cost treatment upgrade for each participating agency. For example, some participating agencies have footprint constraints which may eliminate a particular treatment upgrade as an option for their facility.

Task 5.3 – Identify Potential Upgrade Technologies

Consultant shall develop a set of standard plant-type categories and group each participating POTW into a category. Categories may include for example, high purity oxygen plants, conventional activated sludge plants, plants without anaerobic digestion, etc.

For each treatment plant category, the Consultant shall develop a list of potentially viable treatment upgrade technologies that meet the treatment objectives identified in Task 2.1. Consultant shall also develop high level evaluation criteria. The criteria will focus on, but not be limited to, nutrient removal requirements coupled with constraints identified in Subtask 5.2.

The treatment upgrades that best meet the evaluation criteria for each category, shall be carried forward for planning level cost estimating.

Task 5.4 – Evaluate Beneficial and Adverse Ancillary Impacts

The Consultant shall identify, and where possible, quantify, beneficial and adverse ancillary impacts associated with each treatment plant upgrade carried forward for planning level cost estimating. These impacts shall include, but not be limited to nutrient effluent concentrations and loads, energy usage, greenhouse gas emissions, plant capacity, sludge and biosolids production and disposal, reduction of other pollutants (e.g., pharmaceuticals), and others.

Task 5.5 – Develop Capital and Operating Costs

For each upgrade identified in Subtasks 5.3, the Consultant shall prepare planning level costs. Capital cost estimates shall be consistent with a Level IV estimate, per the American Association of Cost Engineers, Recommended Practice No. 17R-97, Class 4 and the American National Standards Institute definition of a “budget estimate”. The estimates should be accurate within a range of +40 percent to -20 percent.

In addition to capital cost estimates, the Consultant shall also provide estimated annual costs (or savings) for energy and chemicals. Consultant shall develop appropriate unit costs for energy and chemicals.

Task 5.6 –Evaluate Impacts of Sea Level Rise

Consultant shall identify participating agencies that are vulnerable to the impacts of sea level rise. For each of those identified agencies, the Consultant shall identify the impacts of sea level rise on the identified treatment upgrade infrastructure. Where appropriate, associated operating costs will also be developed for the beneficial and adverse ancillary impacts identified in Task 5.4.

TASK 6 – POTENTIAL NUTRIENT DISCHARGE REDUCTION BY OTHER MEANS

Per the Watershed Permit, dischargers may also decide to evaluate strategies that reduce nutrient loadings separate from the special studies identified in the Watershed Permit (Tasks 4 and 5). Examples of these alternative strategies are increasing recycled water, pretreatment of ammonia by industrial users, and wetlands treatment.

The Consultant shall incorporate information provided by BACWA and participating agencies in appendices to the Report. No separate analysis of these strategies is to be included.

TASK 7 – GROUP ANNUAL REPORT

The purpose of this task is to gather and provide analysis of the magnitude and trends in nutrient loads from POTWs to the SF Bay.

Task 7.1 – Data Collection and Review

Consultant shall obtain the previous reporting year's nutrient loading data, covering July 1st to June 30th, from the California Integrated Water Quality System (CIWQS) or from individual participating agencies. The Consultant will identify data gaps and work with BACWA and its member agencies to address these. The nutrient load data will be sorted by subembayment to calculate aggregate loads.

Task 7.2 – Data Analysis

Consultant shall compare data from each reporting year to data from previous reporting years, as well as data collected from the Water Code 13267 Letter issued by Regional Water Board Executive Officer (dated March 2, 2012) and compiled by San Francisco Estuarine Institute (SFEI). If significant trends in nutrient loads are observed, the Consultant will work with member agencies to identify the cause of the trends. (See [graphic](#) illustrating current nutrient loads from SF Bay area POTWs)

TASK 8 – REPORTING

This task includes the preparation of the Bay Area POTW Nutrient Optimization and Upgrade Master Plan. The report shall include the technical information developed in Tasks 2 through 4 and an executive summary.

Consultant shall prepare an annotated report outline for review and approval following completion of Task 3.

This task also includes preparing four group annual reports, using information developed in Task 7, to be submitted to the Regional Water Board each October 1st from 2015 to 2018).

The Draft Report will be released to the participating agencies for a 30 day comment period. Following the comment period, the Consultant will work with BACWA to finalize the Report for submission to the Regional Water Board. After review by the Regional Water Board, the Draft and Final Reports may require modification.

After development of deliverables, the Consultant will participate in meetings to present the findings to the BACWA community, regulators, and other stakeholders.

Project Schedule

The project shall be completed based on the major milestones as provided below.

Major Milestone	Date
Notice to Proceed	9/12/2014
Submit Scoping Plan to Regional Water Board	10/10/2014
Submit Evaluation Plan to Regional Water Board	11/21/2014
Present Evaluation Plan to Regulators and Stakeholders	December 2014
Finalize and Distribute Standard Questionnaire for Data Collection and Information	1/5/2015
Participating agencies provide data and information	2/15/2015
Start Optimization and Upgrade Studies	2/20/2015
Quarterly BACWA Executive Board Status Updates	April, July, October, January each year until submission of Final Report to Regional Water Board
Semi-annual BACWA membership Status Updates	August and February every year until submission of Final Report to Regional Water Board
Status Update Submitted to Regional Water Board	7/1/2016 and 7/1/2017
Group Annual Report Submitted to Regional Water Board	10/1/2015, 10/1/2016, 10/1/2017, 10/1/2018
Final Report Submitted to Regional Water Board	December, 2017

Organization and Content of the Proposal

Section	Page Limit	Contents
Cover Letter	None	Transmittal
1	None	Identification of Proposer
2	2	Project Overview
3	14	Project Approach
4	6	Project Team and Qualifications
5	6	Project Experience
6	None	Project Schedule
7	None	Level of Effort
8	None	Fee Estimate (Separate)
9	None	Exceptions to Contract Terms and Conditions
A	2 per staff person	Resumes of Key Staff

Section 1: Identification of Proposer

Clearly list the following information for your firm: company name, address, phone number, fax number, and main contact person with title and email address.

Section 2: Project Overview (maximum 2 pages)

Provide a description of the project.

Section 3: Project Approach (maximum 14 pages)

(Note: If accepted by BACWA, this Section (or a mutually agreed upon, modified version) will be inserted into the Consulting Services Contract between BACWA and the selected Proposer/Consultant.)

Use the information provided in this RFP to provide a detailed description of your approach and proposed tasks for completing the desired services. Describe the tasks that you see as necessary to complete the work of this RFP, meet the BACWA's goals and objectives, and satisfy the requirements of the Agreement.

Describe how you will provide the requested services and how you will flexibly staff the project given the various tasks. Describe how your firm's and sub-consultant's project members will interface with one another. Outline the methods and controls by which your firm will manage and complete the tasks as described in this RFP.

Discuss the specific tasks that you may require from BACWA and participating agencies. Explain how your firm's staff and BACWA will interface.

Section 4: Project Team and Qualifications (maximum 6 pages)

Describe the proposed team organization (include an organizational chart); the specific role of key staff members; and how BACWA will be involved with the proposed team. Specifically list the names and titles of the firm's key staff that will participate on the project and indicate the portion of the time that key staff will be available to work on the subject project. Describe prior projects where key team members have worked together. Describe the manner in which key team members interfaced with each other and with the owners of prior projects. For each key project team member describe their level of experience with similar projects (include resumes in the Proposal Appendix).

If sub-consultants will make up part of the project team, indicate the role and responsibility of each sub-consultant; how the sub-consultant will be managed; and how the sub-consultant will interface with BACWA. Provide the following information for sub-consultants: company name, address, phone number, fax number, and main contact person. Include an organizational chart

showing how the project team will be managed.

Section 5: Project Experience (maximum 6 pages)

Describe the length of time that the firm has provided the services requested in this RFP and prior clients that have received such services. Summarize recent experience gained from other projects that are specifically relevant to the subject project.

*Include five (5) references for relevant and related projects over the last seven (7) years. The references shall include the following: owner name; contact person with email and phone number; project name; date of project commencement and completion; project location; contract amount; brief project description; and a description of the services provided by your firm.

Section 6: Project Schedule

Include a proposed project schedule listing major milestones for the project from project kick-off, through and including, interim milestones and final deliverables.

Section 7: Level of Effort

Include a spreadsheet that details the Proposer's/Consultant's Estimated Work Effort. The Estimated Work Effort shall list the number of hours with employee title/category that will be devoted to each task and/or subtask described in the Scope of Work (Approach to the Work) submitted by the Proposer/Consultant. The Estimated Work Effort, if accepted by BACWA, will form the basis of the Consultant's Fee (Part F – Fee Proposal, sealed envelope).

Note: The Estimated Work Effort shall not include or otherwise indicate the Consultant's hourly rates or total cost. The Estimated Work Effort will be used to assess the amount of time required to complete the desired services, not the cost.

Section 8: Fee Estimate (To be submitted in a sealed envelope)

Submit in **a separate sealed envelope** a Fee Proposal which shall be used for billing under this contract. The Fee Proposal shall include all costs required to complete the "Work" for this

contract. The “Work” shall address all items described in the RFP. The fee proposal shall specifically include the following:

- a. An itemized list of all tasks required for the completion of the Work (i.e. Project Management, Site Visit, Final Report, etc.).
- b. A list of all involved personnel (name, title, and/or employee category) with proposed hours and hourly rate for each.
- c. Indicate the use of any sub-consultants (if applicable). Include the sub-consultant’s name, employee names with titles and/or employee categories, labor hours, and cost.
- d. Include all required costs required to make a complete project, i.e. labor hours, technology charges, etc. in an itemized format.
- e. Indicate the overhead and profit rates as a percentage of labor.
- f. Indicate the markup on sub-consultants and all other costs.
- g. Indicate the overall not-to-exceed total cost for the work.

*Note: The Fee Proposal will be reviewed after the evaluation of the Proposals is complete. The final Fee Proposal cost is subject to approval and acceptance by BACWA.

Section 9: Exceptions to Contract Terms and Provisions

Clearly indicate any exceptions to BACWA’s RFP and/or Contract documents. Any exceptions or changes will require review by BACWA’s Legal Counsel and are subject to Board review and approval. Any changes may delay the project if not identified with the submission of this proposal.

Appendix A: Resumes of Key Staff (maximum 2 pages per staff person)

Provide resumes of key staff, including subconsultants.

Contract Negotiations

The contract will be based on a two-phased negotiation. The first phase will include the development of Project Management and the Scoping Plan and Evaluation Plan (Tasks 1 and 2). Once the final Evaluation Plan is accepted by the Regional Water Board, the contract will then be amended based on a second phase of negotiations that will cover the remaining tasks. Proposals should contain estimated labor hours allocated to all the tasks in this RFP, including the level of seniority of staff assigned to each task.

Proposal Evaluation Criteria

Criteria	Points
Project approach – Setting objectives and developing alternatives for optimization and upgrades	30
Expertise of proposed team in nutrient removal and facilities planning	15
Principal in Charge/Project Manager – Availability and responsiveness	25
Relevant firm experience with optimization and upgrades for nutrient removal in the Bay Area and nationwide	10
Level of Effort – Appropriate distribution of labor resources	15
Proposed Schedule	5
Total	100

Standard Agreement

Proposal Costs

The cost for developing the proposal shall be the sole responsibility of the Proposer. BACWA shall not be responsible for any costs to develop proposals.

Proposals to Remain Open

The Proposer shall guarantee its proposal for a period of ninety (90) calendar days from the proposal due date.

Withdrawal of Proposal

Proposals may be withdrawn at any time prior to date/time established in this RFP for receipt of Proposals and only by written request for the withdrawal of the Proposal filed with BACWA. The request shall be executed by the Proposer or its duly authorized representative. The withdrawal of the Proposal does not prejudice the right of the Proposer to file a new Proposal. Proposals will not be received after the specified due date and time, and no Proposal may be withdrawn after the specified due date and time established in this RFP.

Owner's Right Reserved

The RFP does not commit BACWA to award an Agreement. BACWA, at its sole discretion, reserves the right to accept or reject any or all Proposals received, to waive any informality in a Proposal, to interview any and all firms submitting Proposals, to negotiate with any qualified Proposer, to amend the RFP prior to the Proposal due date, or to cancel the RFP in part or completely. All Proposals will become the property of BACWA. If any proprietary information is contained in the Proposal, it should be clearly identified.

BACWA may contact any Consultant to clarify a response and/or contact any of the Consultant's references during the evaluation and review period. BACWA will make a selection based upon the Evaluation Criteria which establishes the greatest overall value of the professional services to BACWA.

Execution of the Agreement

Upon final selection of a Consultant, staff will issue a Notice of Award and Agreement documents to the Consultant for signature. The Consultant selected for the Work shall enter into an Agreement with BACWA and furnish the required insurance certificates with endorsements within fourteen (14) calendar days after receipt of the Agreement and Notice of Award.

Questions and Other Requests for Information

All questions and requests for information regarding this RFP or the Project shall be directed in writing, via email, to David R. Williams at dwilliams@bacwa.org. Questions shall be submitted by June 9, 2014 and answers will be distributed to all Proposers by June 13, 2014.

Attachment A

A listing of all BACWA Member Agencies and whether they are considered minor (<1 mgd) or major (>1 mgd) dischargers is provided in Table A - 1.

Table A - 1. BACWA Member Agency Discharger Info

Discharger	Facility Name	Facility Address	Minor / Major
American Canyon, City of	Wastewater Treatment and Reclamation Facility	151 Mezzetta Court American Canyon, CA 94503 Napa County	Major
Benicia, City of	Benicia Wastewater Treatment Plant	614 East Fifth Street Benicia, CA 94510 Solano County	Major
Burlingame, City of	Burlingame Wastewater Treatment Plant	1103 Airport Boulevard Burlingame, CA 94010 San Mateo County	Major
Central Contra Costa Sanitary District	Central Contra Costa Sanitary District Wastewater Treatment Plant	5019 Imhoff Place Martinez, CA 94553 Contra Costa County	Major
Central Marin Sanitation Agency	Central Marin Sanitation Agency Wastewater Treatment Plant	1301 Andersen Drive San Rafael, CA 94901 Marin County	Major
Delta Diablo	Wastewater Treatment Plant	2500 Pittsburg-Antioch Highway Antioch, CA 94509 Contra Costa County	Major
East Bay Dischargers Authority (EBDA), City of Hayward, City of San Leandro, Oro Loma Sanitary District, Castro Valley Sanitary District, Union Sanitary District, Livermore-Amador Valley Water Management Agency, Dublin San Ramon Services District, and City of Livermore	EBDA Common Outfall	EBDA Common Outfall 14150 Monarch Bay Drive San Leandro, CA 94577 Alameda County	Major
	Hayward Water Pollution Control Facility		
	San Leandro Water Pollution Control Plant		
	Oro Loma/Castro Valley Sanitary Districts Water Pollution Control Plant		
	Raymond A. Boege Alvarado Wastewater Treatment Plant		
	Livermore-Amador Valley Water Management Agency Export and Storage Facilities		
	Dublin San Ramon Services District Wastewater Treatment Plant		
	City of Livermore Water Reclamation Plant		
East Bay Municipal Utility District	East Bay Municipal Utility District, Special District No. 1 Wastewater Treatment Plant	2020 Wake Avenue Oakland, CA 94607 Alameda County	Major
Fairfield-Suisun	Fairfield-Suisun	1010 Chadbourne Road	Major

Discharger	Facility Name	Facility Address	Minor / Major
Sewer District	Wastewater Treatment Plant	Fairfield, CA 94534 Solano County	
Las Gallinas Valley Sanitary District	Las Gallinas Valley Sanitary District Sewage Treatment Plant	300 Smith Ranch Road San Rafael, CA 94903 Marin County	Major
Marin County (Paradise Cove), Sanitary District No. 5 of	Paradise Cove Treatment Plant	3700 Paradise Drive Tiburon, CA 94920 Marin County	Minor
Marin County (Tiburon), Sanitary District No. 5 of	Wastewater Treatment Plant	2001 Paradise Drive Tiburon, CA 94920 Marin County	Minor
Millbrae, City of	Water Pollution Control Plant	400 East Millbrae Avenue Millbrae, CA 94030 San Mateo County	Major
Mt. View Sanitary District	Mt. View Sanitary District Wastewater Treatment Plant	3800 Arthur Road Martinez, CA 94553 Contra Costa County	Major
Napa Sanitation District	Soscol Water Recycling Facility	1515 Soscol Ferry Road Napa, CA 94558 Napa County	Major
Novato Sanitary District	Novato Sanitary District Wastewater Treatment Plant	500 Davidson Street Novato, CA 94945 Marin County	Major
Palo Alto, City of	Palo Alto Regional Water Quality Control Plant	2501 Embarcadero Way Palo Alto, CA 94303 Santa Clara County	Major
Petaluma, City of	Municipal Wastewater Treatment Plant	950 Hopper Street Petaluma, CA 94952 Sonoma County	Major
Pinole, City of	Pinole-Hercules Water Pollution Control Plant	11 Tennent Avenue Pinole, CA, 94564 Contra Costa County	Major
Rodeo Sanitary District	Rodeo Sanitary District Water Pollution Control Facility	800 San Pablo Avenue Rodeo, CA 94572 Contra Costa County	Major
San Francisco (San Francisco International Airport), City and County of	Mel Leong Treatment Plant, Sanitary Plant	918 Clearwater Drive San Francisco International Airport San Francisco, CA 94128 San Mateo County	Major
San Francisco (Southeast Plant), City and County of	Southeast Water Pollution Control Plant	750 Phelps Street San Francisco, CA 94124 San Francisco County	Major
San Jose/Santa Clara Water Pollution Control Plant and Cities of San Jose and Santa Clara	San Jose/Santa Clara Water Pollution Control Plant	4245 Zanker Road San Jose, CA 95134 Santa Clara County	Major
San Mateo, City of	City of San Mateo Wastewater Treatment Plant	2050 Detroit Drive San Mateo, CA 94404 San Mateo County	Major
Sausalito-Marín City Sanitary District	Sausalito-Marín City Sanitary District	#1 Fort Baker Road Sausalito, CA 94965	Major

Discharger	Facility Name	Facility Address	Minor / Major
	Wastewater Treatment Plant	Marin County	
Sewerage Agency of Southern Marin	Wastewater Treatment Plant	450 Sycamore Avenue Mill Valley, CA 94941 Marin County	Major
Sonoma Valley County Sanitary District	Municipal Wastewater Treatment Plant	22675 8th Street East Sonoma, CA 95476 Sonoma County	Major
Silicon Valley Clean Water	Silicon Valley Clean Water Wastewater Treatment Facility	1400 Radio Road Redwood City, CA 94065 San Mateo County	Major
South San Francisco and San Bruno, Cities of	South San Francisco and San Bruno Water Quality Control Plant	195 Belle Air Road South San Francisco, CA 94080 San Mateo County	Major
Sunnyvale, City of	Sunnyvale Water Pollution Control Plant	1444 Borregas Avenue, Sunnyvale, CA 94089 Santa Clara County	Major
U.S. Department of Navy (Treasure Island)	Wastewater Treatment Plant	681 Avenue M, Treasure island San Francisco, CA 94130-1807 San Francisco County	Major
Vallejo Sanitation and Flood Control District	Vallejo Sanitation and Flood Control District Wastewater Treatment Plant	450 Ryder Street Vallejo, CA 94590 Solano County	Major
West County Agency (West County Wastewater District and City of Richmond Municipal Sewer District)	West County Agency Combined Outfall	601 Canal Blvd. Richmond, CA 94804 Contra Costa County	Major

Nutrient Support RFP Outline – WSP 3.0

September 2024

1. Background
2. Project Description
 - a. Group Annual Reporting
 - b. Compliance milestone reporting
 - c. Regional Planning
 - i. Nutrient Management Project schedules
 - ii. Nutrient Management Project costs
 - iii. Financing alternatives and rate impacts
 - iv. Impacts on other regulations
 - v. Conceptual Alternatives for further reducing nutrient loads beyond 2029
 - vi. Trading (noted but not part of this RFP)
3. Scope of Services
 - a. Project management
 - b. Group Annual reporting – data collection and reporting
 - c. Compliance milestone reporting– data collection and reporting
 - d. Regional Planning
 - i. Scoping Plan
 - ii. Data collection and synthesis
 - iii. Additional data analysis
 - iv. Status Reports
 - v. Final Report
4. Proposal and project Schedule
5. Organization and Content of Proposal
6. Contract negotiations
7. Evaluation Criteria
8. Standard agreement

**STATE WATER RESOURCES CONTROL BOARD
BOARD MEETING SESSION--DIVISION OF WATER QUALITY
APRIL 15, 2008**

ITEM 8

SUBJECT

CONSIDERATION OF A RESOLUTION ADOPTING A POLICY FOR COMPLIANCE SCHEDULES IN NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITS AND AN ASSOCIATED CERTIFIED REGULATORY PROGRAM ENVIRONMENTAL ANALYSIS

DISCUSSION

The California Porter-Cologne Water Quality Control Act authorizes the State Water Resources Control Board (State Water Board) to adopt statewide water quality control plans and policies and requires each of the nine Regional Water Quality Control Boards (Regional Water Boards) to adopt water quality control plans (Basin Plans) that provide the basis for protecting water quality in each Region. Water quality standards contained in these plans are translated into enforceable limits for pollutant discharge which are written into waste discharge requirements issued to dischargers.

The federal Clean Water Act (CWA) established the National Pollutant Discharge Elimination System (NPDES) permit program to specifically regulate point source discharges of pollutants to navigable surface waters of the United States. The CWA and implementing regulations require that NPDES permits contain effluent limitations as stringent as necessary to ensure that receiving waters meet water quality standards¹. NPDES permits may also include enforceable limits that must be met in the affected receiving waters and other provisions necessary to assure attainment of water quality standards. The State Water Board and Regional Water Boards (collectively Water Boards) are authorized to issue NPDES permits in lieu of direct regulation by the U.S. Environmental Protection Agency (U.S. EPA). The term of a NPDES permit is maximum five years.

Both federal and State law recognize compliance schedules as a discretionary regulatory tool for bringing existing NPDES dischargers into compliance with new, revised, or newly interpreted water quality objectives or criteria in water quality standards, without being in violation of their permits. The purpose of a compliance schedule is to give an existing discharger time to make necessary changes in the facilities or operations in order to comply with a more stringent, water quality-based permit limitation without subjecting the existing discharger to enforcement proceedings. A compliance schedule is included in the discharger's permit and lays out an enforceable sequence of actions or operations to be taken by the discharger in order to comply with permit limitations as rapidly as possible.

The essential effect of including a compliance schedule in a permit is to allow a discharger a specific period of time, that is as short as possible and that includes appropriate interim deadlines and requirements, to achieve compliance with an effluent limit that is established to

¹ See 33 U.S.C. §1311(b)(1)(C).

implement a water quality standard. By including the compliance schedule in the permit, the effective date of the effluent limit is postponed; however, in no circumstances would a compliance schedule authorize an increase in pollutant discharges above existing levels because of State and federal antidegradation and antibacksliding requirements.

Compliance schedules may be included in NPDES permits only if there is explicit authorization in the state's water quality standards or implementing regulations. In the absence of such explicit authorization, compliance schedules can be specified only in enforcement orders such as Time Schedule Orders and Cease and Desist Orders. The issuance of an enforcement order in such a case may be misinterpreted by a casual observer and engender a negative perception of the discharger, which may be unwarranted based on the circumstances. An enforcement order furthermore does not stay NPDES permit requirements, meaning the discharge is open to lawsuits from citizens under the self-enforcing provision of the CWA and, under certain circumstances, mandatory minimum penalties.

The State Water Board has adopted specific compliance schedule provisions for California Toxics Rule (CTR) criteria for toxic pollutants, which are contained in the statewide "*Policy for Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries of California*" (SIP). In addition, six of the nine Regional Water Boards have individually adopted general NPDES compliance schedule authorizations into their Basin Plans that vary in coverage, authorized length, and other provisions. Water Boards have also authorized compliance schedules in NPDES permit requirements by incorporating compliance deadlines as part of a specific water quality standards action, and by incorporating compliance dates in the implementation sections of Total Maximum Daily Load (TMDL) implementation plans.

At a meeting on October 25, 2006 to consider compliance schedule authorizations for the San Diego Region, the State Water Board identified a need for statewide uniform compliance schedule provisions and consistency in implementation of these provisions in the State's NPDES permit program. The State Water Board directed staff to develop a statewide policy that would meet this need. The purpose of the proposed Policy is to make better use of both stakeholder and Water Board resources by providing clear direction on the appropriate use of compliance schedules in NPDES permits.

The proposed Policy authorizes compliance schedules for existing dischargers in all NPDES permits adopted by the Water Boards that must comply with CWA §301(b)(1)(C). The proposed Policy supersedes all existing provisions authorizing compliance schedules with the exception of: (1) existing compliance schedule provisions in TMDL implementation plans in Basin Plans that are in effect as of the effective date of the proposed Policy; and (2) the provisions authorizing compliance schedules for CTR criteria in the SIP. The proposed Policy authorizes a Water Board to include a compliance schedule in a permit for an existing discharger to implement a new, revised, or newly interpreted water quality objective or criterion in a water quality standard that results in a permit limitation more stringent than the limitation previously imposed. Existing compliance schedules in permits that are in effect on the effective date of the Policy are not required to be modified to comply with the proposed Policy.

A discharger who seeks a compliance schedule must demonstrate to the satisfaction of a Water Board that additional time is needed to implement actions such as designing and constructing facilities or implementing new or significantly expanded programs and securing financing, if necessary, to comply with a more stringent permit limitation specified to implement a new, revised, or newly interpreted water quality objective or criterion in a water quality standard. If the Water Board determines that an existing discharger has met the application requirements

for a compliance schedule specified in the proposed Policy, then the Water Board has the discretion to include an appropriate schedule in the permit.

The proposed Policy requires that a compliance schedule must include interim requirements and dates for their achievement and, if the compliance schedule exceeds one year, must also include interim numeric limitations for the pollutant. Numeric interim limitations for the pollutant must be based on current treatment facility performance or on existing permit limitations, whichever is more stringent. The entire compliance schedule, including interim requirements and final permit limitations, must be included as enforceable terms of the permit.

Any compliance schedule must require compliance as soon as possible. The proposed Policy specifies that, in general, the duration of the compliance schedule may not exceed ten years from the date of adoption, revision, or new interpretation of the applicable water quality objective or criterion in a water quality standard. However, an extended compliance schedule may be established in a permit for a permit limitation that implements waste load allocations specified in a TMDL.

The proposed Policy requires the Water Boards to document in the permit findings that the compliance schedule is necessary and that the schedule requires compliance as soon as possible. The permit fact sheet must adequately describe the basis for these findings.

Nothing in this proposed Policy prevents a Water Board from requiring immediate compliance with permit limitations if a Water Board finds that immediate protection of beneficial uses of waters of the United States or California is in the best interest of the people of the State. However, in such an event, the Water Board must make a finding stating the beneficial uses and specific interests of the people of the State that are being protected or promoted. Water Boards also retain the discretion to issue an enforcement order (with a time schedule) to compel compliance when the discharger has not acted responsibly to achieve compliance.

Issuance of compliance schedules in NPDES requirements would not limit public participation and comment. Consideration of the terms and conditions of NPDES requirements, including any proposed compliance time schedules, must occur at a public hearing. The public would be able to comment not only on the propriety of granting a compliance schedule, but also on the interim limits, the duration of the compliance period, and whether the discharger made the appropriate showing that the compliance schedule was as short as practicable taking into account the relevant factors.

Further, the administrative and judicial remedies afforded under the California Water Code remain fully available to those who object to a Water Board's issuance of a time schedule in NPDES permit requirements.

POLICY ISSUE

Should the State Water Board adopt the proposed statewide Policy for compliance schedules in NPDES permits?

FISCAL IMPACT

Water Board staff work associated with or resulting from this action will be addressed with existing and future budgeted resources.

REGIONAL WATER BOARD IMPACT

Yes, all Regional Water Boards.

STAFF RECOMMENDATION

That the State Water Board adopts the proposed Policy for compliance schedules in NPDES permits.



August 5, 2024

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, CA 94105

Submitted via email: strategicplan@baaqmd.gov

SUBJECT: COMMENTS ON DRAFT 2024-2029 STRATEGIC PLAN

The Bay Area Clean Water Agencies Air Issues and Regulations Committee (BACWA AIR) appreciates the opportunity to comment on BAAQMD's draft [2024-2029 Strategic Plan](#). BACWA is a joint powers agency whose members own and operate publicly owned wastewater treatment works (POTWs) that collectively provide sanitary services to over 7.1 million people in the nine-county San Francisco Bay Area. BACWA members are public agencies, governed by elected officials and managed by professionals who protect the environment and public health. The AIR Committee is a coalition of San Francisco Bay Area POTWs working cooperatively to address air quality and climate change issues, under the guidance of BACWA.

BACWA supports the BAAQMD's efforts to reduce air pollution, protect people's health, and mitigate climate change. The wastewater sector recognizes the importance of climate change mitigation and adaptation to ensure our continued ability to consistently deliver on our mission to protect public health and the environment.

Our comments on the proposed Strategic Plan relate primarily to "Goal 4: Be Effective, Accountable, and Customer-Oriented" and are listed below. BACWA supports implementation of the Strategic Plan without delay, and respectfully requests that BAAQMD commit to this implementation by providing sufficient staff to support these key strategy areas:

- ***Strategy 4.1: Timely Permits***

The primary function of POTWs is to protect the environment and public health. Unlike many industries, POTWS must function effectively at all times. Untimely permit processing can negatively impact POTW projects, which can impact the ability of the facility to satisfy permit requirements imposed by other regulatory agencies. BACWA supports measures to improve tracking, address bottlenecks in the permitting process, and improve coordination to ensure permits are processed in a timely manner. BACWA looks forward to engaging with BAAQMD staff as part of updates to regulations and other policies related to permitting.

- ***Strategy 4.2 Transparent Permit Process***

As noted in this strategy description, permit process complexity, delays, and uncertainty all contribute to frustration with the process. As BACWA has shared in previous correspondence (2017 and 2024), POTWs need at least six years to plan, design, and construct most capital improvement projects. Project planning, scheduling, financial planning, environmental review, funding, pre-design, design, construction permitting, bid and award, and ultimately construction is a lengthy and involved process for public agencies. BACWA supports a more transparent and predictable process resulting in a more

BACWA Comment Letter on 2024-2029 Draft Strategic Plan

efficient and effective permitting process.

- ***Strategy 4.3 Consistent Permits***

Clearly written, predictable permit conditions are particularly important to publicly owned facilities. In addition to providing design insight necessary to satisfy BAAQMD permit conditions, clear understanding of anticipated permit conditions supports the financial stewardship that POTWs owe their ratepayers. When permit conditions are not predictable or are inconsistent, or regulations are not consistently applied within the sector, project changes can be required, resulting in additional unnecessary expenditures of public funds. BACWA looks forward to continuing to work with BAAQMD staff to develop standard permit conditions applicable to the wastewater sector.

- ***Goal 3 Become One Air District***

As described by Dr. Fine at the July 30 public workshop, BACWA supports all efforts to reduce siloing at BAAQMD. Good coordination and communication across the different BAAQMD divisions will further implementation of the other strategies presented in the draft Strategic Plan. Through the BAAQMD-BACWA Implementation Workgroup, we have already seen improved engagement between divisions and support more coordination which will assist BAAQMD internally, as well as the regulated community.

Thank you again for the opportunity to provide feedback on the draft Strategic Plan. BACWA is BAAQMD's partner in protecting the Bay Area's public health and environment, and we look forward to working with BAAQMD staff as the Strategic Plan is implemented over the next several years.

We would be happy to discuss any questions regarding these comments. Please contact me at LFono@bacwa.org.

Sincerely,



Lorien Fono
BACWA Executive Director

Cc: BACWA Executive Board
Nohemy Revilla, BACWA AIR Committee Co-Chair
Jason Nettleton, BACWA AIR Committee Co-Chair
Courtney Mizutani, BACWA AIR Committee Supporting Consultant
Ray David, BACWA AIR Committee Supporting Consultant



B A C W A
BAY AREA
CLEAN WATER
AGENCIES

Executive Board Special Meeting Agenda

SF Bay Regional Water Board /

BACWA Executive Board Joint Meeting

Friday, August 16th, 1 – 3 pm

Regional Water Board Offices - 1515 Clay St., Oakland,

Room 15, 15th floor

Zoom link available upon request

ROLL CALL AND INTRODUCTIONS – 1 pm

PUBLIC COMMENT – 1:05 pm

DISCUSSION/OTHER BUSINESS- 1:10 pm

Topic	Goal	Time
1. Agency Updates	<ul style="list-style-type: none">• Roundtable from BACWA and Water Board	1:10
2. PFAS	<ul style="list-style-type: none">• “Sources to Solutions” project coordination• PFAS in Recycled Water	1:20
4. Climate Change	<ul style="list-style-type: none">• BCDC Regional Shoreline Adaptation Planning guidance• Keeping Regional Water Board updated on adaptation plans	1:35
5. Basin Planning	<ul style="list-style-type: none">• Triennial Review• Fecal coliform limit removal	1:45
6. Nutrients	<ul style="list-style-type: none">• Implementation of Nutrient Watershed Permit<ul style="list-style-type: none">◦ Reporting and region planning• Compliance Schedule Policy Amendment – tasks and schedule<ul style="list-style-type: none">◦ What does follow-up look like?• Science program reporting	1:50
7. Other Items as time allows	<ul style="list-style-type: none">• Implementation of Chlorine Blanket Permit Amendment• Pollution Prevention coordination	2:50
8. Upcoming Events	<ul style="list-style-type: none">• David Jenkins Workshop – Thurs. August 29th• Nutrient Management Strategy Steering Committee – Fri. Oct. 11th• BACWA / Regional Water Board all-day meeting – Fri. Nov. 22nd	2:55

ADJOURNMENT

Year-end summary of budget to actual for FY2024

Revenues

Blue – More revenue than budgeted

- CASA Air Toxics revenue was not anticipated. We invoices two agencies – Central San & San Mateo – for the FY24 and FY25 contributions.
- LAIF – In April 2023 EBMUD estimated our LAIF returns would be \$60k but they turned out to be \$85K. And due to a change made by the EBMUDs Treasury Department, for FY24, BACWA is being allocated nearly 95k in interest income received from Wells Fargo. This interest is from BACWA's average monthly checking account balance.

Orange – Less revenue than budgeted

- WOT – we anticipated charging WOT \$1,000 for administrative support in FY24 but due to a hold on issuing scholarships, we did not perform as many administrative tasks this year.

Expenses


Green – More expenses than budgeted

- Admin/EB Meetings – We provided lunch at the BACWA Board & NST meetings in FY24.
- Admin/Misc Meetings – There was an increase in the number of conferences & in person meetings.
- Comms/BACWA Value of Wastewater communication – This is a multi-year contract with Civic Edge, and several projects were expedited to wrap up in FY24.
- Legal/Regulatory Support – expenses related to Meyers Nave's legal support for nutrient watershed permit and petition were not anticipated when we set the budget in April 2023
- Tech/Nature Based Solutions – This was a multi-year contract that spent less than anticipated in previous fiscal years and made up the difference in FY24.
- Tech/CECs investigations – This was a multi-year contract for SFEI's PFAS Special Study that spent less than anticipated in previous fiscal years and made up the difference in FY24.

Yellow - less expenses than budgeted

- Admin/Administrative Expenses – a misc expense category that we don't really use
- Comms/Website Development / Maintenance – we make our own website edits
- Legal/Executive Board Support – None needed in FY24
- Committees/Collection Systems – Vendor did not send us an invoice in FY24, contract extended into FY25
- Collab/Arleen Navarret – Awarded in late FY24 and funds are issued in FY25
- Collab/BayCAN – did not respond to requests for a donation invoice (Note: have already received an invoice for FY25)
- Collab/Bay Area One Water Network – this program has stopped collecting donations.
- Tech/Passthrough for Air Toxics – Our estimate for FY24 expenses was high, as CASA had not yet set the fees for participation what we set the budget in April 2023.

FY 2024
BACWA BUDGET to ACTUAL

						
<u>BACWA FY24 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2024 Budget</u>	<u>Actual June 2024</u>	<u>Actual % of Budget June 2024</u>	<u>Variance</u>	<u>NOTES</u>
REVENUES & FUNDING						
Dues	Principals' Contributions	\$537,795	\$537,795	100%	\$0	FY24: 2% increase 5 @ \$107,559
	Associate & Affiliate Contributions	\$190,078	\$190,578	100%	\$500	FY24: 2% increase. 12 Assoc: \$8876; 47 Affiliate: \$1778; UC Berkeley \$500
Fees	Clean Bay Collaborative	\$675,000	\$674,250	100%	-\$750	Same as FY23 Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$1,400,000	\$1,400,000	100%	\$0	See Nutrient Surcharge Spreadsheet
	Voluntary Nutrient Contributions		\$0	0%	\$0	
Other Receipts	AIR Non-Member	\$7,361	\$7,361	100%	\$0	2% increase (Santa Rosa)
	BAPPG Non-Members	\$4,114	\$4,140	101%	\$26	2% increase (Sta Rosa, Sac Reg'l, Vacaville) \$1,380/each
	Other		\$2,653		\$2,653	BAWSCA Annual Membership
	CASA Air Toxics		\$57,000		\$57,000	Invoiced Central San & San Mateo
Fund Transfer	Special Program Admin Fees (WOT)	\$1,000	\$0	0%	-\$1,000	BACWA performed no administrative work for BACWWE in FY24
	Special Program Admin Fees (BACC)	\$38,520	\$38,520	100%	\$0	400 hours of AED support \$96.30/hr
	Special Program Admin Fees (BABC)	\$6,000	\$6,809	113%	\$809	ED, AED and RPM support
Interest Income	LAIF	\$60,000	\$181,928	303%	\$121,928	LAIF \$85,121 and EBMUD interest payout \$96,807
	Higher Yield Investments					
	Total Revenue	\$2,919,868	\$3,101,035	106.20%	\$181,167	
BACWA FY24 BUDGET						
	<u>Line Item Description</u>	<u>FY 2024 Budget</u>	<u>Actual June 2024</u>	<u>Actual % of Budget June 2024</u>	<u>Variance</u>	<u>NOTES</u>
EXPENSES						
Labor						
	Executive Director	\$218,548	\$218,544	100%	-\$4	7% (incl. 4.9% CPI SF Bay Metro Area Dec 2022)
	Assistant Executive Director	\$92,024	\$91,990	100%	-\$34	7% (incl. 4.9% CPI SF Bay Metro Area Dec 2022); \$76.69/hour; Reflects 1200 hours
	BACC Administrator	\$38,520	\$38,426	100%	-\$94	400 hrs AED support at \$96.30 per hr
	Regulatory Program Manager	\$152,179	\$151,157	99%	-\$1,022	7% (incl. 4.9% CPI SF Bay Metro Area Dec 2022); \$112.72/hour, Reflects 1350 hours
	Total	\$501,271	\$500,117	100%	-\$1,154	
Administration						
	EBMUD Financial Services	\$43,297	\$42,785	99%	-\$512	FY24 no change
	Auditing Services	\$5,561	\$5,561	100%	\$0	Financial Auditors through EBMUD; per auditor rate schedule
	Administrative Expenses	\$8,118	\$75	1%	-\$8,043	FY24 no change
	Insurance	\$9,351	\$8,169	87%	-\$1,182	15% increase over FY23 (10-15% est. increase per Alliant)
	Total	\$66,327	\$56,590	85%	-\$9,737	
Meetings						
	EB Meetings	\$2,760	\$4,763	173%	\$2,003	In person NST and Board meeting supplies
	Annual Meeting	\$14,369	\$12,051	84%	-\$2,318	FY24 no change
	Pardee	\$6,801	\$2,674	39%	-\$4,127	2% increase from FY23
	Misc. Meetings	\$7,500	\$10,357	138%	\$2,857	Increased number of conferences and in person meetings
	Total	\$31,430	\$29,844	95%	-\$1,586	
Communication						
	Website Hosting	\$728	\$454	62%	-\$274	2% increase from FY23, Go Daddy website hosting and domain registration

**FY 2024
BACWA BUDGET to ACTUAL**

EXPENSES						
	File Storage	\$796	\$720	90%	-\$76	2% increase from FY22, box.net
	Website Development/Maintenance	\$1,592	\$0	0%	-\$1,592	2% increase from FY22
	IT Support	\$2,759	\$1,668	60%	-\$1,091	2% increase from FY22
	BACWA Value of Wastewater Communication	\$40,000	\$61,239	153%	\$21,239	FY24 & FY25 contract, balance will be spent in FY25
	Other Commun	\$1,857	\$1,448	78%	-\$409	2% increase from FY23; MS Exchange, Survey Monkey, PollEv, Zoom, Netfile
	Total	\$47,732	\$65,529	137%	\$17,797	
Legal						
	Regulatory Support	\$2,929	\$7,259	248%	\$4,330	Meyers Nave in FY24, not anticipated when budget was set
	Executive Board Support	\$2,355	\$0	0%	-\$2,355	2% increase from FY23, Day Carter & Murphy LLP
	Total	\$5,284	\$7,259	137%	\$1,975	
Committees						
	AIR	\$76,000	\$75,000	99%	-\$1,000	\$75k consulting support, \$1k misc expenses. Carollo Engineers
	AIR Support for ACE	\$20,000	\$19,766	99%	-\$234	New in FY23
	BAPPG	\$159,000	\$149,602	94%	-\$9,398	17% increase from FY23. Includes CPSC @ \$5,000, OWOW @ \$10,000, NSAC @ \$10,000 and Pest. Reg Spt. @ \$71,500
	Biosolids Committee	\$0	\$0		\$0	
	Collections System	\$56,000	\$0	0%	-\$56,000	SSS WDR Support, Rich Cunningham did not send invoice in FY24
	InfoShare Groups	\$500	\$831	166%	\$331	\$500 decrease from FY23, In person meetings
	Laboratory Committee	\$4,050	\$2,758	68%	-\$1,292	\$2350 less than FY23, TNI Training
	Permits Committee	\$500	\$255	51%	-\$245	\$500 decrease from FY23
	Pretreatment	\$500	\$16	3%	-\$484	\$500 decrease from FY23
	Recycled Water Committee	\$10,000	\$667	7%	-\$9,333	Carry forward from FY23
	Misc Committee Support	\$45,000	\$3,740	8%	-\$41,260	Rich Cunningham FY23 charges, NBWA Conference
	Manager's Roundtable	\$1,000	\$254	25%	-\$746	Same as FY23
	Total	\$372,550	\$252,890	68%	-\$119,660	
Collaboratives						
	Collaboratives					
	State of the Estuary (SFEF-biennial)	\$0	\$0	0%	\$0	Biennial in Odd Fiscal Years. (Paid biennially in odd years for even year conference)
	Arleen Navarret Award	\$2,500	\$0	0%	-\$2,500	Biennial in Even Fiscal Years. FY24 Award likely to be paid in FY25
	BayCAN	\$5,000	\$0	0%	-\$5,000	BayCAN never responded to invoice request
	Bay Area One Water Network	\$5,000	\$0	0%	-\$5,000	Same as FY23, Program has stopped collecting donations
	Bruce Wolf Scholarship	\$4,000	\$4,000	0%	\$0	FY22, FY23, FY24, FY25 FY26
	Passthrough for CASA for air toxics	\$425,000	\$99,560	100%	-\$325,440	Estimate - new line in FY24 - actual amount less than anticipated for FY24
	Misc	\$1,500	\$1,500	100%	\$0	NBWA (\$1,500)
	Total	\$443,000	\$105,060	24%	-\$337,940	
Other						
	Unbudgeted Items					
	Other	\$0	\$0	0%	\$0	
		\$0	\$0	0%	\$0	
Tech Support						
	Technical Support					
	Nutrients					
	Watershed	\$1,800,000	\$1,800,000	100%	\$0	Advance funding for 2nd Watershed Permit Sciece Studies; Final \$ TBD
	NMS Voluntary Contributions	\$0	\$0	0%	\$0	
	Additional work under permit	\$100,000	\$78,398	78%	-\$21,602	Includes HDR PO for \$225k spread out over FY20-24.
	Regional Study on Nature based systems	\$80,000	\$103,929	130%	\$23,929	SFEI \$500K, expires 06/30/2023: Possible funds left over from FY23 to be spent on additional work, Carryover from FY23
	Regional Recycling Evaluation	\$0	\$37,493	0%	\$37,493	HDR \$154k, expires 12/31/2023, Carryover from FY23
	Nutrient Workshop(s)	\$0	\$0	0%	\$0	Pilot Studies/Plant Review/InDecative Technologies
	NMS Reviewer	\$50,000	\$12,650	25%	-\$37,350	M. Connor Contract
	General Tech Support	\$100,000	\$17,998	18%	-\$82,002	AB617 emissions factors, PFAS, other nutrient support

FY 2024
BACWA BUDGET to ACTUAL

EXPENSES						
	CEC Investigations	\$60,000	\$102,735	171%	\$42,735	PFAS Study Phase II - Carryover from FY23 which was underspent
	Risk Reduction	\$12,500	\$12,500	100%	\$0	APA FSS completed \$12,500 contract in FY20, CIEA will complete \$12,500 contract in FY23
	Total	\$2,202,500	\$2,165,702	98%	-\$36,798	
	TOTAL EXPENSES	\$3,670,094	\$3,182,990	86.73%	-\$487,104	
	PROJECTED EXPENSE DEVIATION FROM BUDGET					
	NET INCOME BEFORE TRANSFERS	-\$750,226	-\$81,955			
	TRANSFERS FROM RESERVES	\$750,496	\$81,954			aligns with strategy of drawing down reserves to lessen impact of Nutrient Surcharge
	NET INCOME AFTER TRANSFERS	\$0	\$0			
	TOTAL OPERATING BUDGET	\$1,467,594	\$1,017,287			
	OPERATING RESERVE	\$366,899	\$254,322			



August 29, 2024

Professor David Jenkins Technical Series

Relating Fundamentals of Biological Nitrogen Removal to Retrofit Activated Sludge Plants

Workshop #1

August 29, 2024

SF Bay Regional Water Quality Control Board
1515 Clay Street, Oakland, CA



This workshop will provide the technical knowledge to retrofit conventional wastewater treatment plants to accomplish nitrogen removal goals

To register go to [Prof. David Jenkins Technical Series](#)



BACWA
BAY AREA
CLEAN WATER
AGENCIES

Agenda

Time Start	Time Finish	Minutes	Topic	Topic Lead
8:30	9:00	30	Registration and Coffee	
9:00	9:10	10	Introduction and Learning Goals	Krishna Pagilla, University of Nevada, Reno
9:10	9:30	20	Nutrient Overview in SF Bay Area	Lorien Fono, BACWA Executive Director
9:30	10:15	45	Developing a Nutrient Management Strategy or Roadmap <ul style="list-style-type: none"> ▪ Mainstream Activated Sludge Upgrades ▪ Intensification ▪ Sidestream Treatment ▪ Multi-Benefit and Regional Solutions 	J.B. Neethling, HDR Leon Downing, Black and Veatch
10:15	10:30	15	Break	
10:30	11:15	45	Nitrogen Removal Fundamentals <ul style="list-style-type: none"> ▪ Wastewater N Concentrations and Trends ▪ Ammonia Removal – Nitrification ▪ Nitrogen Removal – Denitrification ▪ N Removal Effects and Impacts on Sludge Production ▪ Nitrogen Removal Effects and Impacts on Bulking and Foaming ▪ Nitrogen Removal Effects on Aeration and Energy Consumption ▪ Sidestream and Emerging Processes 	Krishna Pagilla, University of Nevada, Reno Rob Sharp, Hazen and Sawyer
11:15	11:30	15	Q&A or Panel Discussion	All
11:30	12:15	45	Lunch Break (Lunch Provided)	
12:15	1:15	60	Mainstream Activated Sludge Case Studies <ul style="list-style-type: none"> ▪ Sunnyvale ▪ USD ▪ Hayward 	Jamie Pigott, Carollo Engineers Irene Chu, Hazen and Sawyer David Donovan, City of Hayward & Linda Sawyer, Brown and Caldwell
1:15	2:15	60	Intensification Case Studies <ul style="list-style-type: none"> ▪ Windsor MABR ▪ Palo Alto MABR ▪ Municipal Airport AGS 	Francesca Cecconi, Black and Veatch Seppi Henneman and Michael Walkowiak, Brown and Caldwell Rion Merlo, Hazen and Sawyer

Agenda (cont.)

Time Start	Time Finish	Minutes	Topic	Topic Lead
2:15	2:30	15	Break	
2:30	3:10	40	Sidestream Case Studies <ul style="list-style-type: none"> ▪ Sunnyvale – Demon ▪ Fresno – Anita Mox 	Cory Lancaster, Jacobs John Witter, Carollo Engineers
3:10	3:50	40	Multi-Benefit and Regional Case Studies <ul style="list-style-type: none"> ▪ West County Wastewater ▪ Central San 	Aaron Winer, West County Wastewater & Andre Gharagozian, Carollo Engineers Central San, TBD & Mallika Ramanathan, HDR
3:50	4:05	15	Q&A or Panel Discussion	All
4:05	4:15	10	Wrap-up and Next Topics	Krishna Pagilla, University of Nevada, Reno
4:15			Adjourn	
		360	Total learning time, minutes	
		75	Total break time, minutes	
		435	Total schedule, minutes	

Learning Objectives



To familiarize the audience with:

- Nutrient regulations and impacts in the SF Bay
- SF Bay case studies for developing a nutrient strategy
- Fundamentals of nitrogen characteristics and forms in wastewater
- Nitrogen removal by activated sludge in BOD removal only plants
- Ammonia removal by nitrification
- Nitrogen removal by denitrification
- Nitrogen removal effects on sludge production
- Nitrogen removal effects on recycle streams
- Aeration and energy considerations in nitrogen removal

Ground Rules



- 1. Punctuality:** We have a lot of information to cover and a lot of learning to do together. We will start and stop on time for all breaks to ensure you get your full worth!
- 2. No Disturbances:** Smart phones will actually play a role in this training but should be turned to vibrate so as to not disturb others during the workshop.
- 3. Participation:** This is NOT intended be one-way communication to audience. To get the most from this workshop, you will need to be an involved and engaged participant in each module.
- 4. Ask Questions:** If you do have a question you don't want to ask in front of others, ask it privately during a break. Please do not think any question you have is unimportant.

DRAFT PROGRAM
BACWA ANNUAL TECHNICAL SEMINAR
Thursday September 5 - Friday September 6
Pardee Meeting Facility

<u>Day</u>	<u>Time</u>	<u>Theme</u>	<u>Topic</u>	<u>Desired Outcomes</u>
Thursday	9:30 AM	Welcome and Introductions	Light breakfast	
	10:00 AM			
	10:15 AM		Financial Review	<ul style="list-style-type: none"> • Understanding of budget status • Discuss nutrient surcharge formula formula for FY26 • Review Updated 5-year Plan • Input on future level of reserves given anticipated cash flow
	11:05 AM	BACWA Operational	Strategic Planning	<ul style="list-style-type: none"> • Review Strategic Plan • Identify top priorities for fiscal year • Identify BACWA initiatives for fiscal year • Workforce development and the future of BACCWE as a PSB • Engagement with R2 • Engagement with Statewide issues
	12:00 PM		LUNCH BREAK	
	1:00 PM	Regulatory	Key Regulatory Issues	<ul style="list-style-type: none"> • Receive update on what's on the regulatory horizon • Discuss how to deploy resources to respond to important regulatory initiatives
	2pm	Nutrients	3rd Watershed Permit Regulatory Initiatives	<ul style="list-style-type: none"> • Review and agree on Compliance Schedule tasks • Review Nutrient Watershed Permit Support RFP
	4:00 PM		Adjour for the day	

<u>Day</u>	<u>Time</u>	<u>Theme</u>	<u>Topic</u>	<u>Desired Outcomes</u>
Friday	8:30 AM		Breakfast	
	9:00 AM	Science Program	Update and Discussion	<ul style="list-style-type: none"> • Agreement on needs for ongoing reporting • modeling support for 4th WSP • modeling support for trading program
	10:45 AM	BREAK		
	11:00 AM	EPA Program Office	Development of a non-competitive grant program	<ul style="list-style-type: none"> • Understanding of steps to pursue non-competitive grant • discussion of BACWA's capacity to serve as administrator • discussion of project selection
	12:00 PM	LUNCH BREAK		
	1:00 PM		Trading discussion kickoff	<ul style="list-style-type: none"> • Review of potential use cases for trading program • Agreement on next steps
	2pm		Adjourn	

Friday November 22, 2024

Potential Meeting Locations

David Brower Center – Berkeley

Upstairs conference room and outside space

Tamalpais Room and exclusive use of patio \$1810

Tamalpais Room and shared use of patio \$1295

Riggers Loft – Richmond

WF reply

Craneway Pavilion – Richmond

WF reply

Oakland Zoo – Oakland

Habitarium Room holds 35 people max

Plus \$12 per car for parking

Oakland Zoo is the caterer

WF costs.

The Klamath ferry boat – San Fransico

\$1615 Board Room Rental

0.6 mile walk from Embarcadero BART station to Pier 9

BACWA Board Meetings

FY 2025

September – 4 & 5 Pardee

October 17 – Central San

~~November 21~~

December 5 - EBMUD downtown

~~December 19~~

January 17 -

February 21-

March 21 -

April 18 -

May 2nd – Annual Meeting, Brower Center, Berkeley

June 20 -

Committee Request for Board Action: None

31 attendees participated remotely, including representatives from 15 member agencies, the Regional Water Board, and consulting firms.

Recycled Water Planning at Marin Water

Lucy Croy from [Marin Water](#) described how recycled water fits into the district's integrated water supply strategy. Marin Water currently serves about 700 acre-feet per year of tertiary recycled water to the Terra Linda / Lucas Valley area, using recycled water provided by Las Gallinas Valley Sanitary District (LGVSD). The district has been working with LGVSD on recycled water since 1976. Recent feasibility studies have explored options for expanding recycled water deliveries through (a) an expansion of the current tertiary system supplied by LGVSD; (b) adding a new tertiary recycled water system using recycled water from Central Marin Sanitation Agency or Sewerage Agency of Southern Marin; or (c) moving to Direct Potable Reuse. The tertiary recycled water project opportunities are relatively small and have a high unit cost because there are no large irrigation or industrial demands in the service area. Indirect Potable Reuse is infeasible because there is no large groundwater basin, and the surface water reservoirs are prohibitively far away. Marin Water plans to continue monitoring the Direct Potable Reuse regulations and implementation of projects by larger agencies as the industry evolves, and could consider pilot projects with partner sanitation agencies. More information is available in these [slides](#).

Funding Opportunities

Sachi Itagaki (Kennedy Jenks) provided an update on funding opportunities. As previously reported, the Bureau of Reclamation has upcoming funding application deadlines for Title XVI and WIIN on September 30th ([link](#)). There will be a \$10B climate bond on the November ballot (Prop 4) including \$386M specifically for recycled water. The final 2024-2025 state budget contains an additional \$75M for recycled water. State Water Board planning grants continue to be available; the current maximum is \$500,000 ([link](#)) but this amount could be significantly lowered in the near future, so planning grant applications should be submitted as soon as possible!

Site Supervisor Training Video Update

Staff from DSRSD, Hayward, and Petaluma shared that they are using the four site supervisor training videos that are available in the committee's [Recycled Water Library](#). DSRSD has also created a short quiz for site supervisors based on the videos. For more information, contact DSRSD's [Stefanie Olson](#).

Legislative and Regulatory Updates

Reena Thomas (EBMUD) shared that the State Water Board has modified its proposed approach to new recycled water permit fees, which were previously going to be set at very high values for recycled water permit-holders. The revised approach will share more of the program costs for 15 staff members across all wastewater permittees. The final [stakeholder meeting](#) regarding the recycled water fees is slated for July 18. DWR has [proposed amendments](#) to the California plumbing code related to recycled water (example: pressure requirements for toilet flushing). [More information here from DWR](#). The public comment period closed July 1.

BACWA Updates

The Nutrient Watershed Permit was adopted by the Regional Water Board on July 10. As expected, the permit contains dry season limits for Total Inorganic Nitrogen. Interim performance-based limits go into effect for the 2025 dry season, while much lower final limits go into effect for the 2035 dry season. By early 2025, agencies will need to identify potential recycled water projects that could be used to comply with the final limits. BACWA will need to include this information in the Group Annual Report due April 1, 2025.

Events

- [Webinar – “Making Conservation a California Way of Life”: Provisions for Reuse](#) – July 24, 10 AM
- WaterReuse – Fri Aug 16, joint meeting at Central San with NorCal and Central Valley section, will include a tour of [CoCo San Sustainable Farm](#)
- [WaterReuse California Annual Conference](#) in Garden Grove, Sept. 15-17

Remaining Meetings in 2024: October 15 (in-person option)



Executive Director's Report to the Board

July 2024

EXECUTIVE BOARD MEETING AND SUPPORT

- Worked with BACWA staff to plan and manage 7/19 Executive Board meeting
- Conducted the Executive Board meeting agenda review with the BACWA Chair
- Hosted 7/19 Executive Board meeting and developed meeting notes
- Planned for special closed session Executive Board meeting (held 8/6)
- Continued to track all action items to completion

COMMITTEES:

- Attended Recycled Water Comm., 7/16

REGULATORY:

- Prepared for and spoke at BAAQMD Stationary Source Committee meeting, 7/17
- Attended Statewide pooled emissions study meeting, 7/26

NUTRIENTS:

Completed a variety of tasks and activities associated with BACWA's interests on nutrients and collaborating with the Water Board including:

- Reviewed revised tentative order, resolution and response to comments
- Met with legal counsel to discuss WSP Tentative Order and petitioning logistics
- Discussed nutrient watershed permit with Baykeeper and coordinated comments
- Attended and provided comments at WSP adoption hearing, 7/10
- Met with member agencies to discuss nutrient permitting
- Held NST meeting to develop commenting strategy, 7/5
- Prepared and delivered presentation on WSP at CASA Annual Conference, 7/31
- Met with WB EO and AEO several times to discuss WSP adoption hearing commenting logistics, and compliance schedule issues
- Met with SWB Board member and staff management to discuss compliance schedule
- Met with Science manager to discuss program management issues
- Discussed compliance schedule issues with CASA
- Convened member meeting to discuss amendments to compliance schedule policy, 7/30
- Met with member agencies to discuss BACWA petition

COMMUNICATIONS

- Held weekly progress meetings with Civic Edge
- Reviewed baywise content and provided edits
- Edited and finalized BACWA press release on Watershed Permit
- Discussed Watershed Permit with SF Chronicle
- Discussed Watershed Permit with GWI
- Discussed Watershed Permit with Bay City News

FINANCE:

- Reviewed the monthly BACWA financial reports
- Reviewed and approved invoices
- Worked with AED to review annual invoices to members
- Attended year-end meeting with EBMUD, 7/23

COLLABORATIONS:

- Met with consultants to discuss David Jenkins Scholarship conference, 7/2, 7/12, 7/22
- Attended CASA E&R Preconference meeting, 7/15
- Met with SFEP to discuss Estuary Blueprint progress, 7/16
- Attended CASA Annual Meeting in Monterey

ASC (AQUATIC SCIENCE CENTER)

- Reviewed materials sent via email by ASC ED

BABC (BAY AREA BIOSOLIDS COALITION)

- None

BACC (BAY AREA CHEMICAL CONSORTIUM)

- None

BACWWE (BAY AREA COALITION FOR WATER/WASTEWATER EDUCATION)

- Reviewed draft RFP for program support

ADMINISTRATION:

- Planned for and conducted the monthly BACWA staff meeting to prepare for the Board Meeting and to coordinate and prioritize activities.
- Signed off on invoices, reviewed correspondence, prepared for upcoming Board meetings, responded to inquiries on BACWA efforts, oversaw and participated in updating of web page and provided general direction to BACWA staff.
- Worked with RPM in the preparation of the monthly BACWA Bulletin.
- Developed and responded to numerous emails and phone calls as part of the conduct of BACWA business on a day-to-day basis.

MISCELLANEOUS MEETINGS/CALLS:

- Worked with BACWA Chair and Committee Chairs on items that arose during the month
- Other miscellaneous calls and inquiries regarding BACWA activities
- Responded to Board members' requests for information
- Held new Chair onboarding meeting, 7/30



Board Calendar

Oct 2024 – Jan 2025 Meetings

DATE	AGENDA ITEMS
<i>Sept 5 & 6, 2024</i> <i>Pardee Technical Seminar</i>	
<i>October 18, 2024</i> <i>Central San</i>	Approvals & Authorizations: <ul style="list-style-type: none">• Approve Annual Report• FY24 Financial Audit Policy / Strategic Discussion: <ul style="list-style-type: none">• Operational: <ul style="list-style-type: none">•
<i>December 4, 2024</i> <i>EBMUD downtown</i>	Approvals & Authorizations: <ul style="list-style-type: none">•• Policy / Strategic Discussion: <ul style="list-style-type: none">• Source control update Operational: <ul style="list-style-type: none">••
<i>Jan 17, 2025</i> <i>TBD</i>	Approvals & Authorizations: <ul style="list-style-type: none">•• Policy / Strategic Discussion: <ul style="list-style-type: none">• Operational: <ul style="list-style-type: none">•



BACWA ACTION ITEMS

Number	Subject	Task	Responsibility	Deadline	Status
Action Items from July 19 2024 BACWA Executive Board Meeting			resp.	deadline	status
2024.07.01	Kickoff discussion for 2024 Nutrient Watershed Permit activities	BACWA ED and RPM to prepare a draft RFP for consultant support for Nutrient Watershed Permit activities for discussion at the August meeting.	ED / RPM		on going
2024.07.02	Proposal for compliance schedule amendment	BACWA ED to convene a group of BACWA member agency representatives to discuss potential revisions to the 2008 Compliance Schedule Policy.	ED	7/31/2024	complete
2024.07.03	EPA San Francisco Bay Program Office funding pathways	BACWA ED to reach out to the EPA regarding preparation of a memo on a non-competitive pathway for grant funding of nutrient-related projects, and report back at August meeting.	ED	7/31/2024	complete
2024.07.04	BAAQMD Strategic Plan posted for public comment due Aug 5	BACWA ED to share comment letter when complete	ED	7/31/2024	complete
2024.07.05	Register for David Jenkins scholarship workshop	BACWA staff to revise David Jenkins workshop registration site to clarify donation request	ED / AED	7/20/2024	complete
2024.07.06	Schedule and meeting topics for next meeting with RWQCB	BACWA ED to schedule RWQCB meeting.	ED	7/31/2024	complete
Action Items Remaining from Previous BACWA Executive Board Meetings					
2022.3.42	Plain-language review of nutrient science program	BACWA ED to work with SFEI to augment plain-language review to include graphics, simplified text, and a summary of what we have learned so far.	ED		on going

FY25: 00 of 06 Action items are complete
 FY24: 43 of 43 Action Items are complete
 FY23: 58 of 58 Action Items are complete
 FY22: 51 of 52 Action items are completed
 FY21: 51 of 51 Action items completed
 FY20: 70 of 70 Action Items completed
 FY19: 110 of 110 action Items completed
 FY18: 66 of 66 Action Items completed
 FY17: 90 of 90 Action Items completed



Regulatory Program Manager's Report to the Executive Board

July 2024

BIOSOLIDS: Continued data compilation for 2024 Biosolids Trends Survey Report, and began preparation of draft report.

BACWA BULLETIN: Completed and circulated July Bulletin.

NUTRIENTS: Reviewed revised Tentative Order Nutrient Watershed Permit; prepared for adoption hearing, including Nutrient Strategy Team meeting; attended and provided testimony at adoption hearing; prepared summary of key compliance dates; discussed implementation with Executive Director; discussed monitoring requirements with Regional Water Board staff.

COMMITTEE SUPPORT:

AIR – Responded to question about BACT determination; provided coordination support for upcoming committee activities.

BAPPG – Assisted with contractor-led effort to complete Baywise website edits; assisted with startup tasks for new public outreach contractor; assisted with finalization of pesticides comment letters.

Collection System – Coordinated with SSMP guidance consultants and State Water Board staff to finalize SSMP guidance documents; circulated final SSMP guidance document to committee; assisted with preparations for August committee meeting.

Laboratory – Provided support for future committee meetings; prepared draft PCB monitoring request.

Operations and Maintenance – Assisted with planning for August meeting.

Pretreatment – Coordinated with State Water Board and CWEA staff regarding meeting topics for 2024 P3S conference.

Recycled Water – Assisted with planning for July meeting; provided nutrient-related updates at July committee meeting; prepared and circulated meeting notes.

Executive Board – Provided regulatory updates at July meeting.

ADMIN: Participated in BACWA staff meeting and Board Chair welcome lunch; coordinated with AED to create attendance certificates for FY24 committee meetings; assisted with testing of new email system.

BACWA MEETINGS ATTENDED:

Nutrient Strategy Team (7/5)

Recycled Water Committee (7/16)

Executive Board (7/19)

EXTERNAL EVENTS ATTENDED:

Nutrient Watershed Permit Adoption Hearing (7/10)

CASA ACE Workgroup (7/11)

CASA Data Review Group for SSS-WDR (7/15)

BCDC Regional Shoreline Adaptation Planning
Workshop (7/23)