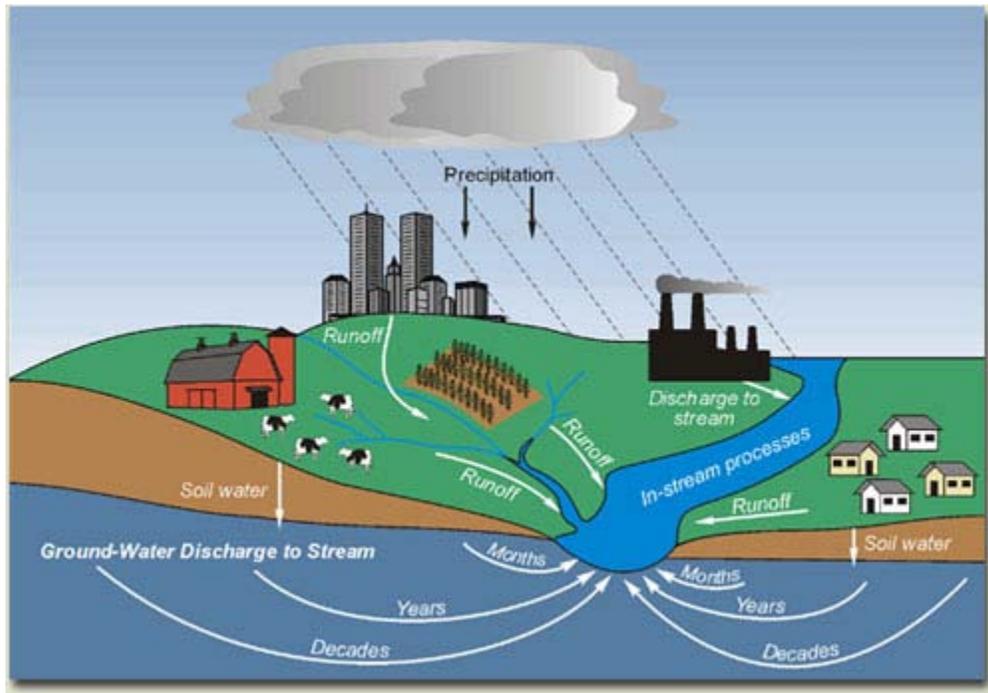


FY 2011 – 2012



SCVWD

Draft

Urban Runoff Program

Annual Report

Santa Clara Valley Water District

**Santa Clara Valley Water District
FY 2010-2011 Annual Report**

September 14, 2012

Mr. Bruce H. Wolfe
Executive Officer
San Francisco Bay Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Subject: Santa Clara Valley Water District
FY 2011-2012 Annual Report of Pollution Prevention Activities

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by the **Santa Clara Valley Water District (District)** pursuant to Permit Provision C.16.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2009-0074, NPDES Permit No. CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. District's MRP highlights, accomplishments, and enhancements are provided below.

The District is reporting on the MRP provisions that apply to this agency. As a Flood Control and Water Supply agency not all the MRP permit provisions apply to the District and therefore it may appear that information is not present. Where the approved annual report format document requests negative responses the District has included those, such as in Section C.4, etc.

Program Highlights and Accomplishments—Permit Required Activities

The District remains active in its capacity as the Chair of the Santa Clara Valley Urban Runoff Pollution Prevention Program. The District remains active in many of the local Ad Hoc Task Groups that support the completion of the various permit provisions in a cost effective and organized fashion that facilitates a common reporting format for the reviews of the MRP annual reports.

Section C.2 Municipal Operations

The Corporation Yard sampling has continued. Pollution Prevention and pollutant reduction has continued to be a focus of Corporation Yard staff discussions. Storm drain inspections and cleaning work orders continue to be distributed via the District's Comcate Preventative Maintenance Program (field maintenance work-order software) for the three Water Treatment Plants. Each month, facility maintenance staff receive a computer generated work order to inspect all storm drains at their facility and have them cleaned as needed. The Stream Stewardship Unit has been performing storm drain inspections since FY 2005 at the Vasona Meter Shop, Corporation Yard, Headquarters and Administration Campus and the Blossom Hill Annex to ensure compliance with the Urban Runoff Management Plan. Please refer to the C.2

Municipal Operations section of the Program's FY 11-12 Annual Report for a description of activities implemented at the countywide and/or regional level.

Section C.5 Illicit Discharge Detection and Elimination

The District received and responded to a total of 133 emergency response reports throughout Santa Clara County during fiscal year 2011-2012. This total is up from the 128 reports in FY 10-11. Of the 133 total incidents reported during the last fiscal year, 121 were within the jurisdiction of the San Francisco Bay Regional Board. 98 required a field response by a team member or members for general investigation, source identification, multi-agency coordination, and clean up or evidence collection. The District is one of the few Santa Clara County Permittees that has 24-hour availability to conduct stormwater pollution investigations. The District staff will, as needed, investigate and collect evidence at a site that can later be transferred to the appropriate jurisdictional authority during the next regularly scheduled business hours. Jurisdictional authority could be our co-permittees, state or federal agencies. The District responded within the two-hour target field response time, 100% of the time, in 2011-2012 for all incidents.

The ER Program is recognized as an effective and timely means of addressing acute contaminants that are illegally dumped or discharged to District waterways, reservoirs, lands and facilities. The Emergency Response Program's performance was evaluated by three mechanisms during FY11-12: (1) within the context of the District's Clean, Safe Creeks program (semi-annually); (2) by an external ISO 9000/14000 surveillance audit; and (3) by submission of the previous Annual Report to the RWQCB. The results of these evaluations were as follows: (1) the Clean, Safe Creeks key performance indicator was met; (2) the ER Program passed the quality and environmental surveillance audit of date according to ISO 9000 and 14000 standards; and (3) the RWQCB did not find any deficiencies in the ER Program as reported in the previous Annual Report.

Section C.6 Construction Site Controls

In FY 10 – 11 the District's Construction Services Unit committed to implement the following actions as part of our construction site inspection and control program, in order to better control and report our stormwater compliance inspections.

1. Conduct construction site stormwater compliance inspection training for District construction inspection staff. Training shall include BMP review, permit requirements, enforcement response and inspection reporting requirements. In FY11-12, SCVURPPP provided construction site stormwater compliance inspection training on 2/7 & 2/8 of 2012 for District construction inspection staff.
2. At least ten percent of Construction Services Unit staff shall attend training for Qualified SWPPP Practitioners. In FY 11-12, two Construction Services staff attended QSP/QSD training, equal to approximately 12 percent of staff.
3. Construction Services Unit shall send monthly reminders to inspection staff of the need to thoroughly evaluate Best Management Practices for stormwater and other pollutants at the construction site. The reminder shall reiterate the requirements for proper documentation and reporting of the inspection and noted violations. A monthly calendar reminder has been provided to inspection staff.

4. Construction Services Unit shall conduct an audit quarterly to maintain the MRP C.6 inspection verification table. In FY 11-12, Construction Services Unit Manager periodically reviewed status of inspections with staff.

On September 8, 2011, the District issued reminder letters to all construction contractors to prepare for the upcoming wet season.

Section C.7 Public Information and Outreach

The District serves a community of 1.7 million countywide and has excellent outreach programs to many sectors of the community. Key elements of the District's Public Information and Outreach (PIO) Program include:

- An impressive and popular School Outreach Program,
- A restructured and growing Adopt-A-Creek Program.
- A Creek Wise Program providing outreach to creek-side residents,
- Creek cleanup events supporting citizen participation,
- Attendance at community events targeting the general public.
- The District's Grant Programs have supported the Our Water Our World Campaign and a "Don't Dump Drugs Down the Drain" pharmaceutical disposal program through the Heart of the Valley-Services for Seniors campaign.
- The District also sponsored the "Shaped by Water" museum exhibits which have been displayed in the town of Los Altos and currently in the town of Los Gatos.

The District's website continues to be improved to provide continual updates to the community, including storm water pollution prevention messages. Our on-line maintenance request form empowers citizens to report dumping or waterway-related problems, and allows them to send messages to the appropriate watershed staff. The site also includes a link to the Santa Clara Valley Urban Runoff Pollution Prevention Program where other storm water pollution prevention program materials can be found.

The District's educational outreach program serves a diverse population and responds to the needs of the schools throughout the County. Programming is consistent with State standards and regularly integrates messages and issues of other District communications programs. The program provides age-appropriate classroom presentations, teacher in-service training in water education, and tours in order to help children understand and appreciate their local water resources. Classroom presentations include:

- hands-on experiments,
- information on watersheds,
- urban runoff,
- pollution prevention,
- flood plains,
- conservations tips,
- water awareness activities,
- flood management,

- information about careers in the water industry.

The District uses numerous methods to conduct outreach, including written brochures, radio, newspaper, website, public transportation bus back ads, community events and workshops. The wide variety of outreach methods increases the probability that the messages are being received and understood. Combining all these different methods is very effective at meeting our public education goals. The variety of outreach methods also ensures that many segments of the Santa Clara Valley population are being reached, including residents, businesses, students, as well as people from other locations. The District evaluates the different outreach methods with the use of surveys, evaluation forms and verbal feedback and continuously seeks to improve messages and outreach methods. We work collaboratively with many other agencies and organizations such as SCVURPPP, BASMAA, and the Watershed Watch campaign to conduct outreach and will continue these partnerships in the future.

The District water conservation and pollution prevention units staffed 57 outreach events in FY 11-12 and provided brochures for 7 other events when District staff was unavailable.

The District provided significant support for the following citizen involvement events:

National River Cleanup Day and Coastal Cleanup Day – the District chairs the Creek Connections Action Group, providing meeting support and supplies, coordinating the site coordinator training and supply pickup meetings, manning the phones on the day of the events and reporting results to the California Coastal Commission on Coastal Cleanup Day. The District also provides pickup and disposal of the collected trash from approximately half the sites of both events.

The District administers the Adopt-A-Creek Program, providing cleanup supplies, assigning adoption areas, and pickup of collected trash.

The District has a very active School Outreach Program that reached 20,800 students from Pre-K to college. District staff conducted in-classroom presentations and tours at three outdoor classroom facilities:

- Alviso Outdoor Classroom
- Coyote Creek Outdoor Classroom,
- Morley Park/McGlincey Ponds,
- Alamitos Recharge Ponds.

An all-employee Pollution Prevention Week email campaign was conducted September 18-24, 2011. Four emails were sent providing pollution prevention tips. Topics included:

- General pollution prevention week information and proper pesticide use and disposal,
- Trash: ugly and harmful – You CAN help!
- Your car's tailpipe isn't the only source of auto pollution
- Move towards sustainability – one small step at a time.

Section C.10 Trash Load Reduction

The District has been instrumental in the removal of 3,101 cubic yards of trash and debris from various waterways in Santa Clara County during 2011-2012. The District Clean Safe Creek's Good Neighbor Program cleans up a significant portion of this overall total and coordinates some of the clean ups through our Memorandum of Agreement (MOA) with the City of San Jose. The MOA is a document that outlines the coordination efforts to clean up homeless encampments, creek trash rafts and other areas heavily impacted by trash and litter.

The District completed all its trash hotspot assessments last year.

The District developed a project plan and budget for the Trash Capture Device project. The Trash Capture Device project will select and evaluate locations of trash boom or outfall full capture devices, oversee the installation of the selected devices and develop maintenance plans for the devices. The budget was approved for this project in June of 2012.

In January of 2011 the District Board of Directors took a position supporting contributing \$130,000 over two years to the City of San Jose, Clean Creeks and Healthy Communities grant proposal application with the U. S. Environmental Protection Agency. This grant has been awarded to the City of San Jose and the District has continued participation in the pilot project.

Section C.11 Mercury Controls

The District has undertaken a monitoring program to evaluate water quality in Lake Almaden, Almaden Reservoir, Calero Reservoir, Guadalupe Reservoir and Stevens Creek Reservoir. Depth profile measurements of temperature, pH, conductivity, and dissolved oxygen were conducted monthly. In addition, water samples were collected from the epilimnion and hypolimnion for analyses of total and dissolved mercury, total methyl mercury, ammonia, nitrate/nitrite, sulfate and phosphorus at Lake Almaden, Almaden Reservoir, Calero Reservoir, and Guadalupe Reservoir. Samples were also collected from the epilimnion for analyses for chlorophyll a, and measurements of turbidity were taken at the outlets of the reservoirs. The purpose of this monitoring is to establish existing water quality conditions and seasonal variability to evaluate the implementation of management changes to improve water quality.

Lake Almaden Circulation

Lake Almaden is a former gravel quarry that lies at the confluence of Guadalupe Creek and Los Alamitos Creek that drain Guadalupe and Almaden Reservoirs, respectively. Below this confluence is the Guadalupe River. This lake provides recreational amenities to the community, including seasonal swimming and fishing. The Guadalupe River Watershed Mercury Study identified the lake as a significant source of methyl mercury that bioaccumulates in fish within the lake and in fish downstream. In 2009-10 two additional circulators were installed in the lake, providing full treatment. Monitoring of the performance was continued in 2011-12.

Reservoir Circulation

The Guadalupe River Watershed Mercury Study identified reservoirs as a significant source of methyl mercury that bioaccumulates in fish within the reservoirs and in downstream creeks. The study also demonstrated a correlation between the seasonal development of anoxia in the hypolimnion and increased methyl mercury concentrations. Building on the success of the Lake Almaden pilot project, the District installed three solar-powered circulators in Almaden Reservoir in April 2007, and three solar-powered circulators were installed in Guadalupe Reservoir in July

2007. Monitoring of the performance was continued in 2011-12. Circulation alone was ineffective at improving water quality at Almaden and Guadalupe Reservoirs.

Reservoir Oxygenation

The District installed an oxygenation system at Calero Reservoir in order to address hypolimnetic methyl mercury production. This system was installed in November 2011, and oxygenation began in the spring of 2012.

Sediment Removal

In 2011, routine sediment removal maintenance resulted in the disposal of 30,675 cubic yards of material, with 2,658 cubic yards of this total from the creeks in the upper portion of the Guadalupe River Watershed. The total mercury removed from the system was 13.7 kg, with 4.2 kg from the Guadalupe River Watershed. The remaining 9.5 kg are attributed to regional background mercury deposition processes.

Section C.15 Exempted and Conditionally Exempted Discharges

Water Utility Discharge training was provided by SCVURPPP on April 14, 2011 where the District assisted by presenting on two sections of pollution prevention practices and experience. For this training, the District also provided a crane with BMP equipment to display and discuss. The District's Urban Runoff Program offered a Water Utility Workshop for District employees on April, 23 2012 that was attended by 14 individuals.

Annual Report

The attached Annual Report can be shared with other Co-permittees, municipal decision-makers, and the public. The Annual Report provides an accurate representation of the implementation efforts of the District's Urban Runoff Management Plan and FY 10-11 work plan during the past fiscal year and consists of the following:

- A. Certification Statement
- B. Annual Report Form
 - Table of Contents
 - Completed Annual Report Form: Sections 1-15

We appreciate the opportunity to provide you with this information on our accomplishments, and we look forward to your comments. If you have any questions regarding the materials submitted, or need additional information, please feel free to contact us.

Please contact Brett Calhoun at (408) 265-2600, extension 2653 regarding any questions or concerns.

Sincerely,



Ann Draper
Duly Authorized Representative
Deputy Operating Officer
Watershed Stewardship Division

**Santa Clara Valley Water District
FY 2011-2012 ANNUAL REPORT**

Certification Statement

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted, is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Signature by Duly Authorized Representative:



Ann Draper
Duly Authorized Representative
Acting Chief Operating Officer

Date

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Section 1 – Permittee Information

Background Information				
Permittee Name:	Santa Clara Valley Water District			
Population:	SCVWD is a non-population based co-permittee			
NPDES Permit No.:	CAS612008			
Order Number:	R2-2009-0074			
Reporting Time Period (month/year):	July / 2011 through June / 2012			
Name of the Responsible Authority:	Ann Draper		Title:	Assistant Officer
Mailing Address:	5750 Almaden Expressway			
City:	San Jose	Zip Code:	95123	County: Santa Clara
Telephone Number:	408-265-2600	Fax Number:		
E-mail Address:	adraper@valleywater.org			
Name of the Designated Stormwater Management Program Contact (if different from above):	J. Brett Calhoun		Title:	Senior Water Quality Specialist
Department:	Stream Stewardship			
Mailing Address:	5750 Almaden Expressway			
City:	San Jose	Zip Code:	95123	County: Santa Clara
Telephone Number:	408-265-2600	Fax Number:		
E-mail Address:	jcalhoun@valleywater.org			

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

C.2.1 Corporation Yard BMP implementation is the primary C.2 provision that the District is responsible for.

PROGRAM EVALUATION

Working with District Urban Runoff Program, the Corporation Yard has dramatically reduced the volume of potential pollutants stored on site and have implemented a very affective good housekeeping strategy. A District wide Green Business Certification has also brought a heightened environmental awareness to all District staff regarding pollution prevention.

Corporation Yard stormwater samples were collected in the fall and spring both upstream and downstream of the sediment control best management practice (BMP) device. Results indicate the BMP is reducing the concentration of analytes that are discharged through the system. Our current focus is to improve the filter device's removal of TPH-d.

The District owns and operates the stormwater drainage systems at its facilities, which includes storm drains, catch basins, vegetated swales, open drainage ditches, utility trenches, and storm drain lines. Storm drains from District Corporation Yard facilities discharge to the Guadalupe Creek, the Guadalupe River, and recharge ponds. Storm drains outside District facilities are owned and operated by the local (city or county) jurisdictional authority.

The District completed the following tasks:

- 1) Revised and updated Stormwater Pollution Prevention Plans for the Corporation Yard, Winfield Facility, and Almaden Campus.
- 2) Continued implementation of the storm drain inspection and cleaning program.

HIGHLIGHTS AND ACCOMPLISHMENTS

The Corporation Yard sampling has continued. Pollution Prevention and pollutant reduction has continued to be a focus of Corporation Yard staff discussions. Storm drain inspections and cleaning work orders continue to be distributed via the District's Comcate Preventative Maintenance Program (field maintenance work-order software) for the three Water Treatment Plants. Each month, facility maintenance staff receive a computer generated work order to inspect all storm drains at their facility and have them cleaned as needed. The Stream Stewardship Unit has been performing storm drain inspections since FY 2005 at the Vasona Meter Shop, Corporation Yard, Headquarters and Administration Campus and the Blossom Hill Annex to ensure compliance with

the Urban Runoff Management Plan. Please refer to the C.2 Municipal Operations section of the Program's FY 11-12 Annual Report for a description of activities implemented at the countywide and/or regional level.

C.2.a. ► Street and Road Repair and Maintenance

These BMPs were not applicable.

NA	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
NA	Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites.
NA	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments:
 The SCVWD does not conduct street and road repair maintenance activities.

C.2.b. ► Sidewalk/Plaza Maintenance and Pavement Washing

These BMPs were not applicable.

NA	Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater
NA	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:
 The SCVWD does not conduct cleaning activities using pressure washers on sidewalks.

C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

X	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
X	Control of discharges from graffiti removal activities
X	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
NA	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
NA	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
NA	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments:

Graffiti on District property is not removed; it is painted over, predominately by the use of rollers. We do not spray near standing or flowing water. When spraying is the preferred method we cover the immediate area.

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

If your answer is **No** then skip to **C.2.e.**

The District does not own a stormwater pump station.

C.2.e. ► Rural Public Works Construction and Maintenance	
Does your municipality own/maintain rural ¹ roads:	
<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No
If your answer is No then skip to C.2.f.	
These BMPs were not applicable.	
NA	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
NA	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
NA	No impact to creek functions including migratory fish passage during construction of roads and culverts
NA	Inspection of rural roads for structural integrity and prevention of impact on water quality
NA	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
NA	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
NA	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings
<p>Comments including listing increased maintenance in priority areas: The District does not have any rural roads under its jurisdiction.</p> <p>We have been implementing the Program’s Rural Public Works Maintenance and Support Performance Standards and associated BMPs since 2003. Maintenance staff attended the Program’s “Rural Roads Maintenance BMPs” Workshops on [September 25 and 26, 2008 and/or March 23, 2009, and/or October 3 and October 4, 2011] presented by Ledwith Watershed Services.</p>	

¹ Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

C.2.f. ► Corporation Yard BMP Implementation	
The boxes below that contain an X apply to our Corporation yard(s):	
<input type="checkbox"/>	We do not have a Corporation yard
<input type="checkbox"/>	Our Corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
<input checked="" type="checkbox"/>	We certify that we have a current Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)
An X in the boxes below, next to implemented SWPPP BMPs, indicate that these BMPs were implemented in applicable instances.	
<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of Corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from Corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
<input checked="" type="checkbox"/>	Cover and/or bermed outdoor storage areas containing waste pollutants
<p>Comments:</p> <p>The Stream Stewardship Unit has been performing storm drain inspections since FY 2005 at the Corporation Yard, to ensure compliance with the Urban Runoff Management Plan and Storm Water Pollution Prevention Plans.</p> <p>The water quality sampling at the Corporation Yard has continued. Pollution prevention and pollutant reduction has continued to be a focus of Corporation Yard staff training.</p> <p>The stormwater quality BMPs were visually inspected quarterly during non-stormwater observations at the Corporation Yard. The Corporation Yard culvert inlet protection device (constructed of cinderblocks filter fabric and washed gravels) was inspected in September, 2008 and determined to be in need of reconstruction and cleaning which occurred in July, 2011, as it has collected sediment preventing this material from entering the Guadalupe River. Other BMPs are working effectively, as noted on the non-storm water observation forms submitted. The Camden and Brokaw yards are used to store various stream maintenance related materials such as large tree trunks and large rocks. These facilities are inspected prior to the rainy season and are not in use during the rainy season. The Camden yard was used as the site for the 2009 Rural Public Works training provided by the SCVURPPP program, led with Watershed Services and hosted by the District.</p>	

The following table is for inspection results for our Corporation yard(s).			
Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
Corporation Yard	Non-Storm Water Inspection: 8/5/11, 12/21/11, 4/30/12	Non-storm water discharge with sheen was observed near a vehicle in the maintenance shop during 8/5/11 inspection.	Vehicle maintenance was informed of the discharge and options to avoid future discharges.
	Storm Water Inspection: 2/29/12	2/12- Storm water was observed and the liquid was muddy and turbid with sheen and floating materials at some locations. The BMP reduced the amount of sheen and sediment entering the storm drain.	BMP was rebuilt
Camden Yard	N/A	Site not actively used during winter rainy season	N/A
Brokaw Yard	N/A	Site not actively used during winter rainy season	N/A

Section 3 - Provision C.3 Reporting New Development and Redevelopment

C.3.a. ► New Development and Redevelopment Performance Standard Implementation Summary Report

Provide a brief summary of the methods of implementation of Provisions C.3.a.i. (1) - (8).

Summary:

Not required for this Annual Report.

The C.3 New Development and Redevelopment section of the Program's FY 11-12 Annual Report includes a description of activities conducted at the countywide or regional level.

The Santa Clara Valley Water District (District) is not the local construction activities permitting agency. The District does incorporate LID principles in its own projects and at its facilities and as part of facility retrofits. As an example, at the Administration Building outdoor classroom impermeable concrete was replaced with permeable concrete. In addition, the District's Headquarters and Administration Campus parking lots incorporate vegetated swales as part of the landscape and pollution prevention structures. The recently completed District Laboratory includes a storm water sand filter system for storm water treatment and it is also used as an example for interested parties to see what a storm water detention and treatment facility looks like and how they function.

C.3.b. ► Green Streets Status Report

(All projects to be completed by December 1, 2014)

On an annual basis (if applicable), report on the status of any pilot green street projects within your jurisdiction. For each completed project, report the capital costs, operation and maintenance costs, legal and procedural arrangements in place to address operation and maintenance and its associated costs, and the sustainable landscape measures incorporated in the project including, if relevant, the score from the Bay-Friendly Landscape Scorecard.

Summary:

The District does not have jurisdiction over streets or other roadways.

The C.3 New Development and Redevelopment section of the Program's FY 11-12 Annual Report includes a description of activities conducted at the countywide or regional level.

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C.3.b.v.(1) ► Regulated Projects Reporting Table

Fill in attached table **C.3.b.v. (1)** or attach your own table including the same information.

This table is not applicable to the Santa Clara Valley Water District.

C.3.iii(3) Low Impact Development Reporting

(For FY 11-12 Annual Report only) Report the method(s) of implementation of Provision C.3.c.i in the 2012 Annual Report. For specific tasks listed in Provision C.3.c.i. that are reported using the reporting tables required for Provision C.3.b.v, a reference to those tables is adequate.

This table is not applicable to the Santa Clara Valley Water District.

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 1) – Projects Approved During the Fiscal Year Reporting Period

N/A – The District is not the permitting agency for local building activities.

C.3.e.v. ► Alternative or In-Lieu Compliance with Provision C.3.c.

(For FY 11-12 Annual Report only) Did your agency make any ordinance/legal authority and procedural changes to implement Provision C.3.e.?

	Yes.	X	No
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If yes, attach a copy of the ordinance/legal authority changes or provide a link to the document(s). Discuss any procedural changes made.

(For FY 11-12 Annual Report and each Annual Report thereafter)
 Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?

	Yes	X	No
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Comments (optional):

The Santa Clara Valley Water District (District) is not the local construction activities permitting agency.

C.3.e.vi ► Special Projects Reporting			
1. Has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)?		Yes	No
			X
2. Has your agency granted final discretionary approval of a project identified as a Special Project in the March 15, 2012 report? If yes, include the project in both the C.3.b.v.(1) Table, and the C.3.e.vi. Table.		Yes	No
			X
If you answered “Yes” to either question, 1) Complete Table C.3.e.vi . below. 2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.			
Comments (optional): The table is not applicable to the Santa Clara Valley Water District.			

C.3.h.iv. ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting
(1) Fill in attached table C.3.h.iv.(1) or attach your own table including the same information.
(2) On an annual basis, provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.
Summary: N/A – The District is not the permitting agency for local building treatment system inspections.
(3) On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).
Summary: N/A – The District is not the permitting agency for local building activities.

(4) During the reporting year, did your agency:			
• Inspect all newly installed stormwater treatment systems and HM controls within 45 days of installation?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
• Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
• Inspect at least 20 percent of the total number of installed vault-based systems?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If you answered “No” to any of the questions above, please explain: The District is not the permitting agency for local building activities.			

Permittee Name: _____

C.3.h.iv. ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

Fill in table **below** or attach your own table including the same information.

Facility/Site Inspected and Location	Party Responsible ¹ For Maintenance	Date of Inspection	Type of Inspection ²	Type of Treatment/HM Control(s) Inspected ³	Inspection Findings or Results ⁴	Enforcement Action Taken ⁵	Comments
Not applicable							

¹ State the responsible operator for installed stormwater treatment systems and HM controls.

² State the type of inspection (e.g., annual, follow-up, spot, etc.).

³ State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.

⁴ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

⁵ State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

Section 4 – Provision C.4 Industrial and Commercial Site Controls

C.4.a.ii ► Legal Authority

Do you have adequate legal authority to obtain effective stormwater pollutant control on industrial sites?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If No , explain: Not applicable as the Santa Clara Valley Water District (District) is not the local industrial site permitting agency.				

C.4.c.ii.(5) ► Enforcement Response Plan

Have you developed and implemented an Enforcement Response Plan by April 1, 2010?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If No , explain: Not applicable as the Santa Clara Valley Water District (District) is not the local industrial site permitting agency.				

Program Highlights

Provide background information, highlights, trends, etc. For FY 09-10Annual Report describe steps taken to revise your program to meet new data tracking and reporting requirements.
Not applicable to the Santa Clara Valley Water District.

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If No , explain: Not applicable to the Santa Clara Valley Water District.				

C.4.b.iii.(1) ► Potential Facilities List

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.
Not applicable to the Santa Clara Valley Water District.

C.4.b.iii.(2) ► Facilities Scheduled for Inspection

List below or attach your list of facilities scheduled for inspection during the current fiscal year.
Not applicable to the Santa Clara Valley Water District.

C.4.c.iii.(1) ▶ Facility Inspections

Not applicable to the Santa Clara Valley Water District.

C.4.c.iii.(2) ▶ Frequency and Types/Categories of Violations Observed

Not applicable to the Santa Clara Valley Water District.

C.4.c.iii.(2) ▶ Frequency and Type of Enforcement Conducted

Not applicable to the Santa Clara Valley Water District.

C.4.c.iii.(3) ▶ Types of Violations Noted by Business Category

Not applicable to the Santa Clara Valley Water District.

C.4.c.iii.(4) ▶ Non-Filers

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

Not applicable to the Santa Clara Valley Water District.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Not applicable.				

Section 5 – Provision C.5 Illicit Discharge Detection and Elimination

Program Highlights
Provide background information, highlights, trends, etc.
<p>HIGHLIGHTS AND ACCOMPLISHMENTS</p> <p>The District received and responded to a total of 133 emergency response reports throughout Santa Clara County during fiscal year 2011-2012. This total is up from the 128 reports in FY 10-11. Of the 133 total incidents reported during the last fiscal year, 121 were within the jurisdiction of the San Francisco Bay Regional Board. 98 required a field response by a team member or members for general investigation, source identification, multi-agency coordination, and clean up or evidence collection. The District is one of the few Santa Clara County Permittees that has 24-hour availability to conduct stormwater pollution investigations. The District staff will, as needed, investigate and collect evidence at a site that can later be transferred to the appropriate jurisdictional authority during the next regularly scheduled business hours. Jurisdictional authority could be our co-permittees, state or federal agencies. The District responded within the two-hour target field response time, 100% of the time, in 2011-2012 for all incidents.</p> <p>WATER RESOURCE PROTECTION ORDINANCE ENFORCEMENT</p> <p>There were no compliance orders, administrative penalties, administrative costs, civil actions, or misdemeanor prosecutions brought against Water Resource Protection Ordinance violators during FY 11-12. Additionally, District emergency responders continue to work cooperatively to assist investigations by law enforcement agents at the Department of Fish and Game and the District Attorney’s Office, as well as municipal and Regional Board code enforcement staff.</p> <p>ADDITIONAL ACTIVITIES</p> <p>Members of the Program staff represent the District in the Program’s IND/IDDE Ad Hoc Task Group and the BASMAA Municipal Operations Committee. Refer to the C.5 Illicit Discharge Detection and Elimination section of the Program’s FY 11-12 Annual Report for a description of activities at the countywide or regional level.</p>

C.5.c.iii ► Complaint and Spill Response Phone Number and Spill Contact List		
List below or attach your complaint and spill response phone number and spill contact list.		
Contact	Description	Phone Number
24-hour, 7-day per week Pollution Prevention Hotline	The pollution hotline is used to report the presence of hazardous and non-hazardous pollutants that acutely impact or threaten district-owned surface waters.	1-888-510-5151

	<ol style="list-style-type: none"> 1. The caller is greeted by an automated message and asked to record information about the incident 2. The hotline then notifies a district responder to make a return call to the reporting party and assess the information 3. If the situation warrants, district staff investigates further or refers the incident for timely response 	
--	--	--

C.5.d.iii ► Evaluation of Mobile Business Program

Describe implementation of minimum standards and BMPs for mobile businesses and your enforcement strategy. This may include participation in the BASMAA Mobile Surface Cleaners regional program or local activities.

Description: The District does not have jurisdiction over these activities. Please refer to the C.5 Illicit Discharge Detection and Elimination section of the Program’s FY 11-12 Annual Report for a description of efforts by countywide committees/work group and the BASMAA Municipal Operations Committee to address mobile businesses.

C.5.e.iii ► Evaluation of Collection System Screening Program

Provide a summary or attach a summary of your collection screening program, a summary of problems found during collection system screening and any changes to the screening program this FY.

Description: N/A – The District is not required to have a collection screening program.

C.5.f.iii.(1), (2), (3) ► Spill and Discharge Complaint Tracking

Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information)

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	133	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	86	65
Discharges resolved in a timely manner (C.5.f.iii.(3))	133	100

Comments:
SUMMARY
 The District addresses IC/ID incidents effectively through its hazardous materials “Emergency Response” (ER) Program. This

aggressive 24-7 program responds reactively to IC/ID incidents by providing referral and inter-agency cooperation and/or conducting field investigation and clean-up activities as appropriate. The ER Program may be contacted via the Pollution Hotline (1-888-510-5151) which is advertised on the District's internal and external websites as well as in occasional fliers, countywide mailers and various memos. The Hotline is also advertised on the Santa Clara Valley Urban Runoff Pollution Prevention Program's website. The ER Team routinely responds to over 100 reported incidents per year as reported by District field workers, staff from other agencies, and members of the general public.

Of the 133 reports logged in FY 11-12, there were nine instances in which insufficient information was provided to determine discharge type and location. Two of the remaining discharges were considered allowable discharges, and a third instance was a creek overflow rather than a discharge.

Incidents were sorted into cases of actual, potential, or no discharge. When pollutants were contained within a securely lidded container, these data were considered "potential" discharges as they had been prevented from reaching storm drains/receiving waters. Incidents were classified as "no discharge" if responders were unable to confirm physical evidence of a discharge. All other incidents were considered to fall under the definition of "actual" discharge as defined by the Industrial/Commercial Site Controls Ad Hoc Task Group (organized under SCVURPPP): "an active non-stormwater discharge or clear evidence of a recent discharge".

PROGRAM EVALUATION

The ER Program is recognized as an effective and timely means of addressing acute contaminants that are illegally dumped or discharged to District waterways, reservoirs, lands and facilities. The Emergency Response Program's performance was evaluated by three mechanisms during FY11-12: (1) within the context of the District's Clean, Safe Creeks program (semi-annually); (2) by an external ISO 9000/14000 surveillance audit; and (3) by submission of the previous Annual Report to the RWQCB. The results of these evaluations were as follows: (1) the Clean, Safe Creeks key performance indicator was met; (2) the ER Program passed the quality and environmental surveillance audit of date according to ISO 9000 and 14000 standards; and (3) the RWQCB did not find any deficiencies in the ER Program as reported in the previous Annual Report.

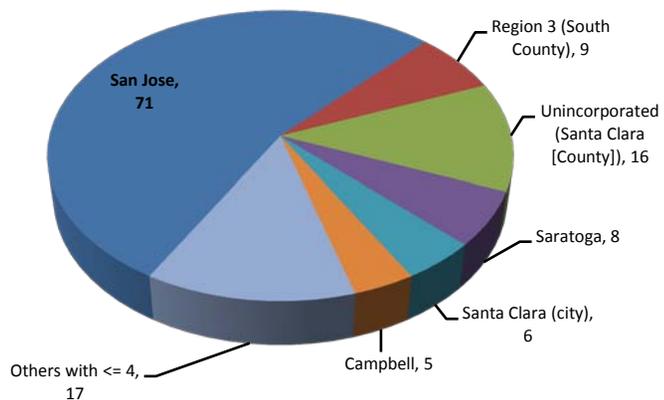
C.5.f.iii.(4) ► Summary of major types of discharges and complaints

Provide a narrative or attach a table and/or graph.

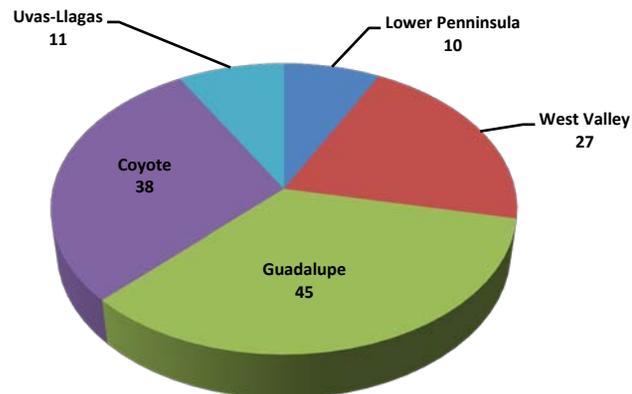
Comments: The following charts illustrate incidents by jurisdiction, watershed, and pollutant type. As would be expected of the largest city in both area and population, the City of San Jose and the Guadalupe Watershed had the most number of incidents. Overall, "other" accounted for the majority of incidents. "Other" is a combination of reports involving wastewater, sewage, compressed gas, and unknown pollutants. The pollutant categories chemical and fuel/oil accounted equally for the next highest

number of incidents.

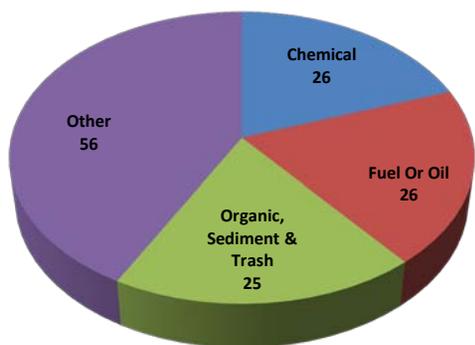
Incidents by Jurisdiction



Incidents by Watershed



Pollutant by Type



Spills and Discharges	Number	Percentage
Discharges reported (C.5.f.iii.(1))	121	91%
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	86	65%
Discharges resolved in a timely manner (C.5.f.iii.(3))	133	100%
Insufficient information to conduct investigation	9	7%

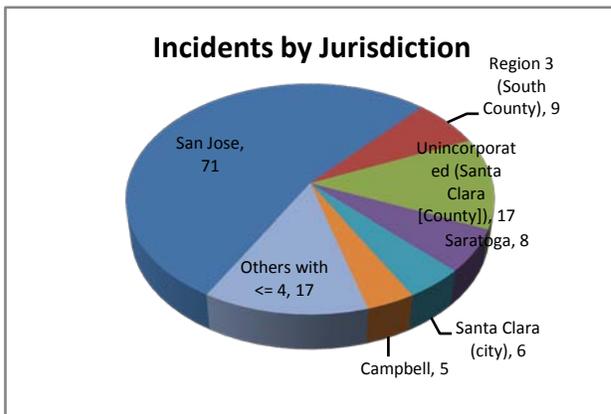
Types of discharges and complaints	Number	Percentage
Abandoned drum discharge	1	1%
Accidental spill	5	4%
Allowable discharge	8	6%
Carpet cleaning discharge	1	1%
Complaint not found	9	7%
Conditionally Exempt Discharge	0	0%
Construction Debris	0	0%
Cooling water discharge	0	0%
Dewatering	1	1%
Dumping - hazardous	15	11%
Dumping - non-hazardous	10	8%
Dumpster discharge	0	0%
Equipment cleaning	0	0%
Food Facility Oil and grease discharge	1	1%
Grey water discharge	5	4%
Illicit connections	0	0%
Landscape material dumping	2	2%
Material Storage	0	0%
Misc. incidents	41	31%
Paint discharge	2	2%
Pools, Spa, or Fountain discharge	1	1%
RV Waste discharge	0	0%
Sanitary Sewage Spill	5	4%
Saw cutting slurry discharge	0	0%
Surface cleaning discharge	0	0%
SWIDs	0	0%
Tracking soil	1	1%
Un-hardened cement discharge	1	1%
Used oil dumping	9	7%
Vehicle and equipment leak	7	5%
Vehicle repair	0	0%
Vehicle washing	0	0%
Water line breaks	7	5%

Pie Chart Data

Incidents by Jurisdiction	Number	Percentage
Campbell	5	4%
Cupertino	3	2%
Gilroy	5	4%
Los Altos	2	2%

Los Altos Hills	0	0%
Los Gatos	2	2%
Milpitas	0	0%
Monte Sereno	0	0%
Morgan Hill	4	3%
Mountain View	2	2%
Palo Alto	4	3%
San Jose	71	53%
Santa Clara (city)	6	5%
Santa Clara (county)	17	13%
Saratoga	8	6%
Sunnyvale	4	3%
Unincorporated (Uvas-Llagas)	11	

San Jose	71
Region 3 (South County)	9
Unincorporated (Santa Clara [County])	17
Saratoga	8
Santa Clara (city)	6
Campbell	5
Others with <= 4	17
Cupertino	3
Palo Alto	4
Los Gatos	2



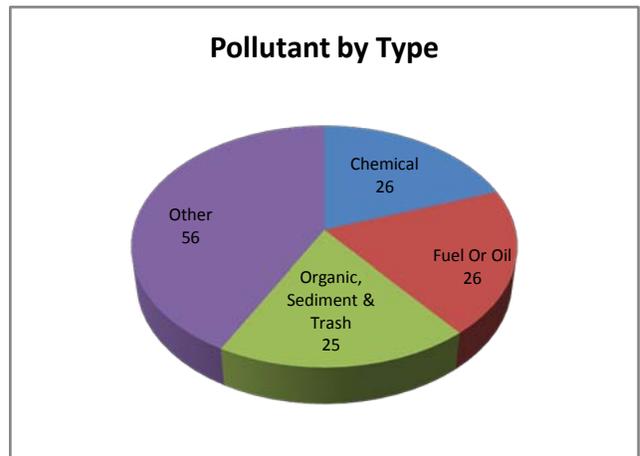
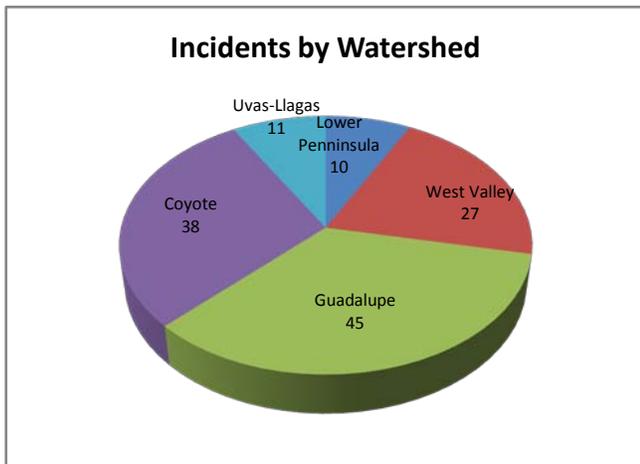
	Number
within SFB Water Board	121
No On-site	35
On-Site	98

Incidents by Watershed	Percentage	Number
Lower Penninsula	8%	10
West Valley	20%	27
Guadalupe	34%	45
Coyote	29%	38
Uvas-Llagas	8%	11

Pollutant by Type	Percentage	Number
Trash	10%	13
Sediment	5%	7
Organic	4%	5
Wastewater	2%	2
Sewage	8%	11
Fuel or Oil	20%	26
Chemical	20%	26
Other	17%	23
Unknown	12%	16
Compressed Gas	1%	1
None	2%	3

Chemical 26
 Fuel Or Oil 26
 Organic, Sediment, and Trash 25
 Other 56

133



Section 6 – Provision C.6 Construction Site Controls

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

PROGRAM EVALUATION

On May 19th of 2009 the District provided training to District staff on the new Construction Site Stormwater Compliance Workshop on the new NPDES General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities Order No. 2009-0009-DWQ NPDES NO. CAS000002, also known as the Statewide General Construction NPDES Permit. Staff attended from the District's Water Utility Capitol Division which includes the Construction Services Unit, Treated Water Project Delivery Unit, Raw Water and Facilities Project Delivery Unit. Staff from the Districts Watershed Capital Division which includes the West and Guadalupe Watershed Projects Unit and the Coyote and Pajaro Watersheds Project Unit.

In June of 2010 the District issued letters to all construction contractors that they must be in compliance with new General Construction Permit by July 1, 2010. During May and June of 2009 the District's Technical Review Committee focused on updating the Contracting specifications for capitol project contracting to include language regarding the new General Construction Permit. Engineering staff successfully navigated the State Water Resources Boards SMART's system to re-register new NOI's and re-register existing NOI's. Capitol Programs staff worked with Stream Stewardship staff to properly identify the project risk types.

Through this self-audit process in FY 10-11, staff determined that stormwater compliance inspection records for the District's construction sites were inconsistent. Although most projects include full-time inspection, the documentation of stormwater compliance was either not completed, lacking in detail, or not recorded sufficiently. Though District inspection staff is familiar with stormwater compliance issues and implementation of BMP's, it is clear that a greater emphasis on proper recording of inspections was necessary.

In FY 10 – 11 the District's Construction Services Unit committed to implement the following actions as part of our construction site inspection and control program, in order to better control and report our stormwater compliance inspections.

1. Conduct construction site stormwater compliance inspection training for District construction inspection staff. Training shall include BMP review, permit requirements, enforcement response and inspection reporting requirements. In FY11-12, SCVURPPP provided construction site stormwater compliance inspection training on 2/7 & 2/8 of 2012 for District construction inspection staff.
2. At least ten percent of Construction Services Unit staff shall attend training for Qualified SWPPP Practitioners. In FY 11-

- 12, two Construction Services staff attended QSP/QSD training, equal to approximately 12 percent of staff.
3. Construction Services Unit shall send monthly reminders to inspection staff of the need to thoroughly evaluate Best Management Practices for stormwater and other pollutants at the construction site. The reminder shall reiterate the requirements for proper documentation and reporting of the inspection and noted violations. A monthly calendar reminder has been provided to inspection staff.
 4. Construction Services Unit shall conduct an audit quarterly to maintain the MRP C.6 inspection verification table. In FY 11-12, Construction Services Unit Manager periodically reviewed status of inspections with staff.

On September 8, 2011, the District issued reminder letters to all construction contractors to prepare for the upcoming wet season.

HIGHLIGHTS AND ACCOMPLISHMENTS

The District has two staff that are state certified Qualified SWPPP Developer (QSD)/Qualified SWPPP Practitioners. The District has two staff who have also passed the State Water Board QSD/QSP exam. Stream Stewardship staff have identified areas for improvement in the C.6 program and provided several opportunities for training.

C.6.e.iii.1.a, b, c ► Site/Inspection Totals

Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)
0	5	37

Comments:

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations¹	% of Total Violations²
Erosion Control	3	38
Run-on and Run-off Control	1	13
Sediment Control	3	38
Active Treatment Systems	0	0
Good Site Management	1	1
Non Stormwater Management	0	0
Total	8	100

Notes:

¹Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

²Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

C.6.e.iii.1.e ▶ Construction related storm water enforcement actions			
	Enforcement Action (as listed in ERP)¹	Number Enforcement Actions Taken	% Enforcement Actions Taken²
Level 1	NA	0	NA
Level 2	Verbal Warning	4	100
Level 3	NA	0	NA
Level 4	NA	0	NA
Total		4	100

Notes:

¹Agencies should list the specific enforcement actions as defined in their ERPs.

²Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.6.e.iii.1.f, g ► Illicit Discharges

	Number
Number of illicit discharges, actual and those inferred through evidence (C.6.e.iii.1.f)	1
Number of sites with discharges, actual and those inferred through evidence (C.6.e.iii.1.g)	1

C.6.e.iii.1.h, i ► Violation Correction Times

	Number	Percent
Violations fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	8	100
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	NA ³
Total number of violations for the reporting year¹	8	100

Notes:

¹Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

²Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

³Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

C.6.e.iii.(2) ► Evaluation of Inspection Data

Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
<p>Description:</p> <p>This year the District had 8 violations reported during construction site inspections. The District has developed a new system to track construction site inspections and violations.</p>

C.6.e.iii.(2) ► Evaluation of Inspection Program Effectiveness

Describe what appear to be your program’s strengths and weaknesses, and identify needed improvements, including education and outreach.

Description: The District continued to use the monthly inspection sheet developed in FY 02-03, and updated in FY 2010-2011 to facilitate compliance and follow up inspections.

Construction Inspection Unit continues to use the Incident Response/Pollution Prevention Hotline to contact Stream Stewardship Unit staff to report construction sites that are creating discharges.

In FY 11-12, the District had 19 Capital Improvement Projects (CIP) under construction that included flood protection/channel improvement projects and water utility projects. Stream Stewardship Unit assisted with review of CIP SWPPPs on occasion. A table showing the inspections completed is included with this section.

All Steam Maintenance Program (SMP) work is reported by the Stream Stewardship Unit in the SMP annual SMP post-construction report on January 15th of each year. This annual report is also submitted to the Regional Water Quality Control Board (RWQCB). The SMP report outlines activities completed to maintain the flood conveyance capacity and indicates what erosion repairs were implemented to reduce fine grained sediment availability, stabilize channel banks and protect property. The specific of each project are thoroughly described in the SMP Annual Report.

C.6.f ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
SCVURPPP Construction Site Inspection Training	2/7 & 2/8 2012	Inspection and enforcement procedure, Complaint controls	7	64

Site Name (WDID No.)	Contract No. Project No.	Notice to begin work date	Notice of Contract Completion	Completion of Site Work	Site Disturbs 1 Acre of Soil or more	Risk Level	Inspection Month	Date Inspection Complete	Inspector	Weather During Inspection	Rainfall w/runoff since last inspection	Enforcement	Problems Observed							Specific Problems	Resolution	Problem Corrected w/in 10 Days or otherwise in timely manner	Problem Corrected After 30 Days	Comments/Rationale for Longer Compliance Time										
													Erosion Control	Runoff	Control	Treatment	Management	Management	Management						Discharge									
STWTP Incompatible Materials Valves Replacement & Grading Project	C0579 93284030	10/27/2011	5/8/2012	3/27/2012		N/A	July																											
							August																											
							September																											
							October																											
							November																											
							December																											
							January																											
							February																											
							March																											
							April																											
							May																											
							Lower Silver Creek Flood Protection and Restoration Project, Reaches 5C & 6A (WDID No. pending)	C0580 40264008	5/14/2012	Active Site	Active Site	x	2	July																				
August																																		
September																																		
October																																		
November																																		
December																																		
January																																		
February																																		
March																																		
April																																		
May																																		
June	6/14/2012	S. A.	Clear	No	No Action																											Start of field work 6/8 - 6/13 Installation of Silt Fence BMPs 6/14 SWPPP and BMP materials delivered onsite and stored on west bank of the LSC, north of Moss Point Drive behind the chain link fence.		

Section 7 – Provision C.7 Public Information and Outreach

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

PROGRAM EVALUATION

The District serves a community of 1.7 million countywide and has excellent outreach programs to many sectors of the community. Key elements of the District’s Public Information and Outreach (PIO) Program include:

- An impressive and popular School Outreach Program,
- A restructured and growing Adopt-A-Creek Program.
- A Creek Wise Program providing outreach to creek-side residents,
- Creek cleanup events supporting citizen participation,
- Attendance at community events targeting the general public.
- The District’s Grant Programs have supported the Our Water Our World Campaign and a “Don’t Dump Drugs Down the Drain” pharmaceutical disposal program through the Heart of the Valley-Services for Seniors campaign.
- The District also sponsored the “Shaped by Water” museum exhibits which have been displayed in the town of Los Altos and currently in the town of Los Gatos.

The District’s website continues to be improved to provide continual updates to the community, including storm water pollution prevention messages. Our on-line maintenance request form empowers citizens to report dumping or waterway-related problems, and allows them to send messages to the appropriate watershed staff. The site also includes a link to the Santa Clara Valley Urban Runoff Pollution Prevention Program where other storm water pollution prevention program materials can be found.

The District’s educational outreach program serves a diverse population and responds to the needs of the schools throughout the County. Programming is consistent with State standards and regularly integrates messages and issues of other District communications programs. The program provides age-appropriate classroom presentations, teacher in-service training in water education, and tours in order to help children understand and appreciate their local water resources. Classroom presentations include:

- hands-on experiments,
- information on watersheds,
- urban runoff,
- pollution prevention,
- flood plains,

- conservations tips,
- water awareness activities,
- flood management,
- information about careers in the water industry.

Scheduling is conducted on a first-come, first-served basis and provided free to schools in Santa Clara County.

The District uses numerous methods to conduct outreach, including written brochures, radio, newspaper, website, public transportation bus back ads, community events and workshops. The wide variety of outreach methods increases the probability that the messages are being received and understood. Combining all these different methods is very effective at meeting our public education goals. The variety of outreach methods also ensures that many segments of the Santa Clara Valley population are being reached, including residents, businesses, students, as well as people from other locations. The District evaluates the different outreach methods with the use of surveys, evaluation forms and verbal feedback and continuously seeks to improve messages and outreach methods. We work collaboratively with many other agencies and organizations such as SCVURPPP, BASMAA, and the Watershed Watch campaign to conduct outreach and will continue these partnerships in the future.

HIGHLIGHTS AND ACCOMPLISHMENTS

The District water conservation and pollution prevention units staffed 57 outreach events in FY 11-12 and provided brochures for 7 other events when District staff was unavailable.

The District provided significant support for the following citizen involvement events:

National River Cleanup Day and Coastal Cleanup Day – the District chairs the Creek Connections Action Group, providing meeting support and supplies, coordinating the site coordinator training and supply pickup meetings, manning the phones on the day of the events and reporting results to the California Coastal Commission on Coastal Cleanup Day. The District also provides pickup and disposal of the collected trash from approximately half the sites of both events.

The District administers the Adopt-A-Creek Program, providing cleanup supplies, assigning adoption areas, and pickup of collected trash.

The District has a very active School Outreach Program that reached 20,800 students from Pre-K to college. District staff conducted in-classroom presentations and tours at three outdoor classroom facilities:

- Alviso Outdoor Classroom

- Coyote Creek Outdoor Classroom,
- Morley Park/McGlincey Ponds,
- Alamitos Recharge Ponds.

An all-employee Pollution Prevention Week email campaign was conducted September 18-24, 2011. Four emails were sent providing pollution prevention tips. Topics included:

- General pollution prevention week information and proper pesticide use and disposal,
- Trash: ugly and harmful – You CAN help!
- Your car's tailpipe isn't the only source of auto pollution
- Move towards sustainability – one small step at a time.

Numerous requests for brochures were received from District employees, as well as many comments about the campaign. This continues to be a good method to present pollution prevention concepts to District employees.

The District sent a flood safety notice to over 100,000 flood plain residents in November 2011. Although the mailer's main focus is flood preparedness and safety, it also contained articles on healthy creek ecosystems and keeping debris out of creeks. A copy of the mailer is included as Attachment 1.

In April 2012, a mailer was sent to 18,000 creekside property owners. The mailer:

- explained how to be a good creekside neighbor
- included information on pollution prevention,
- no dumping,
- healthy creek ecosystems,
- good plant/bad plant,
- water conservation
- how to report a violation.

A copy of the mailer is included as Attachment 2.

C.7.b.ii.1 ► Advertising Campaign

Summarize advertising efforts. Include details such as messages, creative developed, and outreach media used. The detailed advertising report may be included as an attachment. If advertising is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

The following separate reports developed by SCVURPPP and BASMAA summarize countywide advertising efforts conducted during FY 11-12:

- FY 11-12 Watershed Watch Campaign Annual Campaign Report
- FY 11-12 Watershed Watch Partner Report
- FY 11-12 Watershed Watch Web Statistics Report
- BASMAA Youth Litter Campaign Report

These reports are included within the C.7 Public Information and Outreach section of Program’s FY 11-12 Annual Report.

C.7.b.iii.1 ► Pre-Campaign Survey

(For the Annual Report following the precampaign survey) Summarize survey information such as sample size, type of survey (telephone survey, interviews etc.). Attach a survey report that includes the following information. If survey was done regionally, refer to a regional submittal that contains the following information:

The following separate report developed by BASMAA summarizes the pre-campaign survey conducted in FY 11-12:

- BASMAA Youth Litter Campaign Report

Place an **X** in the appropriate box below:

<input type="checkbox"/>	Survey report attached
<input checked="" type="checkbox"/>	Reference to regional submittal:

C.7.c ► Media Relations

The Program participated in the BASMAA Media Relations Project which conducted six pitches. The pitches were on car maintenance, burning holiday gift wrap, reusable lunch boxes, water bottles, hiring an IPM certified PCO, ant control, and summertime reusable/anti-litter tips.

The following separate report developed by BASMAA summarizes media relations efforts conducted during FY 11-12:

- FY 11-12 BASMAA Media Relations Final Report

This report is included within the C.7 Public Information and Outreach section of Program’s FY 11-12 Annual Report.

C.7.d ► Stormwater Point of Contact

The Program maintained two toll free telephone numbers, the Program’s information number (1-800-794-2483) and the Watershed Watch hotline (1-866-WATERSHED), for calls from the general public and requests for information. Program and Watershed Watch consultant staff continued to maintain the Program and Watershed Watch websites respectively.

The District maintained a 24-7 emergency response hotline (1-888-510-5151) and website (www.valleywater.org).

The District website is www.valleywater.org and the phone number is 408-265-2600. Both the website and the phone number are included in articles in the Flood Mailer and the Countywide Mailer as well as articles in other e-Newsletters and brochures.

Another point of contact is the Watershed Watch Campaign hotline (1-866-WATHERSHED) and Watershed Watch Campaign website (www.mywatershedwatch.org).

District points of contact are also publicized on SCVURPPP outreach materials and websites and the point of contact is maintained by the Program and their authorized agents.

C.7.e ► Public Outreach Events

Program staff, the Watershed Watch consultant, and Co-permittees staffed eleven outreach events in FY 11-12. Events were selected based upon target audience and attendance. Materials distributed at the events included the following: Less Toxic Pest Management fact sheets, “10 Most Wanted Backyard Bugs” brochures, “Don’t Plant a Pest” brochure, “You are the Solution to Water Pollution” brochures, “Clean Cars & Clean Creeks” brochure, and giveaways (e.g. flyswatters, OWOW magnets, notepads, and temporary tattoos). The flyswatters have the Watershed Watch website and hotline number and the words “The Original Earth-Friendly Pest Control” printed on them. The Campaign also continued using QR codes (“Quick Response” codes) in printed materials. These codes have URLs embedded in them and when scanned with smart phones direct users to specific webpages. This was targeted at people that are reluctant to collect paper materials and only want to look up information online. The beanbag game for children was used at most of the events. Event staff distributed approximately 3,500 outreach materials and giveaways.

C.7.e ► Public Outreach Events		
<p>Name: Pumpkins in the Park Date: October 8, 2011 Location: Guadalupe River Park/Discovery Meadow, San Jose Region: Countywide</p>	<p>Type of Event: Community fair Audience: Families with children Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feedback: Good attendance with lots of children and families. This is a great event for educating families with small children. The Bean Bag game was very popular with the kids. Estimated Overall Event Attendance: 12,000-15,000 Number of Brochures Distributed: 895 Number of Giveaways Distributed: 599 Number of kids that played the bean bag game: 426</p>
<p>Name: Haunted History Date: October 30, 2011 Location: History Park at Kelley Park, San Jose Region: Countywide</p>	<p>Type of Event: Halloween Event Audience: Families with children Messages: Stormwater pollution prevention and proper disposal of HHW</p>	<p>General Feedback: The event is small but well attended. Event organizers encouraged attendees to participate in activities at each booth. As a result a lot of children stopped by the booth and played the beanbag game. Estimated Overall Event Attendance: 300 Number of Brochures Distributed: 58 Number of Giveaways Distributed: 205 Number of kids that played the bean bag game: 118</p>

C.7.e ► Public Outreach Events		
<p>Name: Mission College Eco Fair Date: April 19, 2012 Location: Mission College Campus, Santa Clara Region: Citywide</p>	<p>Type of Event: College event Audience: Young adults, students Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW</p>	<p>General Feedback: The event was well organized and a good place to reach young adults. The BASMAA Be the Street campaign was promoted at this event and 32 event attendees signed up for the newsletter. Estimated Overall Event Attendance: 500-1,000 Number of Brochures Distributed: 49 Number of Giveaways Distributed: 186</p>
<p>Name: NVIDIA Corp. Earth Day Event Date: April 20, 2012 Location: NVIDIA, 2701 San Tomas Expwy, Santa Clara Region: Countywide</p>	<p>Type of Event: Corporate event Audience: Information Technology Professionals Message: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feedback: The event was very well organized. A lot of employees stopped at the booth to ask questions. Many of them noted down the website for future reference. Estimated Overall Event Attendance: 500-1,000 Number of Brochures Distributed: 82 Number of Giveaways Distributed: 55</p>
<p>Name: Green Town Los Altos Earth Day Event Date: April 21, 2012 Location: Los Altos History Museum, 51 S. San Antonio Rd., Los Altos Region: Countywide</p>	<p>Type of Event: Community event Audience: residents, families with kids Message: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feedback: This was a new event associated with the “Shaped by Water” exhibit at the Los Altos History Museum. It was a small event that offered a good opportunity to reach a different audience. Estimated Overall Event Attendance: 500 Number of Brochures Distributed: 20 Number of Giveaways Distributed: 36</p>

C.7.e ► Public Outreach Events		
<p>Name: Spring in Guadalupe Gardens Date: April 28, 2012 Location: Guadalupe River Park and Gardens, San Jose Region: Countywide</p>	<p>Type of Event: Community fair, plant sale. Audience: Families with children, homeowners and gardeners Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feedback: Good attendance. This is a good event for reaching home gardeners. Estimated Overall Event Attendance: 4,000 Number of Brochures Distributed: 42 Number of Giveaways Distributed: 219 Number of kids that played the bean bag game: 82</p>
<p>Name: Home Depot Garden Friendly Event Date: May 19, 2012 Location: Home Depot, 975 S. De Anza Blvd., San Jose Region:</p>	<p>Type of Event: Plant specialists, landscape irrigation specialists and lawn and garden representatives on hand. As well as sales on Bay Area native plants. Audience: Homeowners and Gardeners Messages: Less-toxic pest control.</p>	<p>General Feedback: The event was not well attended, probably because it was not well publicized. However, it was the Program's first event at Home Depot and offered a good opportunity to interact with Home Depot customers and direct them to the OWOW literature racks and shelf-talkers. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 17 Number of Giveaways Distributed: 82</p>
<p>Name: Watershed Watch "half-off" two hour Car Wash Event Date: May 30, 2012 Location: Robertsville Classic Car Wash, 5005 Almaden Exp., San Jose Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention and proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 34 Number of Watershed Watch Discount Cards Distributed: 78</p>

C.7.e ► Public Outreach Events		
<p>Name: Watershed Watch “half-off” two hour Car Wash Event Date: June 6, 2012 Location: Capitol Premier Car Wash, 735 Capitol Expressway Auto Mall, San Jose Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 4 Number of Watershed Watch Discount Cards Distributed: 82</p>
<p>Name: Watershed Watch “half-off” two hour Car Wash Event Date: June 13, 2012 Location: Delta Queen Classic Car Wash, 981 E Hamilton Avenue, Campbell Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Many customers said that they were there because they heard the event promotion ad on the radio. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 48 Number of Watershed Watch Discount Cards Distributed: 58</p>
<p>Name: Festival in the Park Date: June 23, 2012 Location: Hellyer County Park, San Jose Region: Countywide</p>	<p>Type of Event: Community Health Fair Audience: Families with children. Message: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feedback: Great attendance throughout the entire event. This event is great for reaching Spanish speaking segments of the population. The City of San Jose provided bilingual staff (Spanish) for this event. Estimated Overall Event Attendance: +5,000 Number of Brochures Distributed: 71 Number of Giveaways Distributed: 680 Number of kids that played the bean bag game: 323</p>

C.7.e ► Public Outreach Events		
<p>In addition, the District water conservation and pollution prevention units staffed 57 outreach events and provided literature for 7 events in FY 11-12. Events were selected based upon target audience and attendance. Materials distributed at the events may have included the following: Less Toxic Pest Management fact sheets, “Don’t Plant a Pest” brochure, “You are the Solution to Water Pollution” brochures, Adopt-A-Creek Program brochures, National Rivers Cleanup and Coastal Cleanup Days information, Water Conservation information (Water-Wise Gardening, Soil Matters, Mulch), and giveaways (e.g. notepads, temporary tattoos, aerators, hose nozzles). Additionally, brochures are given to groups for their events when District staff is not available to help out.</p>		
<p>Name: Vocera Health Fair Date: July 21, 2011 Location: Vocera Communications, 525 Race Street, Suite 150, San Jose Region: Business</p>	<p>Type of Event: Health Fair Audience: Business Professionals Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: The event was held during lunch hour. Estimated Overall Event Attendance: 70 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Summer Soul Festival Date: July 23-24, 2011 Location: Guadalupe River Park and Gardens, San Jose Region: Countywide</p>	<p>Type of Event: Festival Audience: General Public Message: District awareness, water conservation, pollution prevention</p>	<p>General Feed Back: Attendance was low. Estimated Overall Event Attendance: unknown Number of Brochures and Giveaways Distributed: 63</p>
<p>Name: San Jose Salsa Festival Date: August 20, 2011 Location: Alum Rock Village, San Jose Region: Countywide</p>	<p>Type of Event: Festival Audience: General Public Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: The event was very well attended. Many people stopped at the booth to ask questions and take brochures. Estimated Overall Event Attendance: 15,000 Number of Brochures Distributed: 91 Number of Giveaways Distributed: 360</p>

C.7.e ► Public Outreach Events		
<p>Name: District 9 Celebrate Cambrian Festival Date: August 28, 2011 Location: Camden Community Center, San Jose Region: Cambrian Area Residents</p>	<p>Type of Event: Festival Audience: Local Community Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: Good turnout for local event. Estimated Overall Event Attendance: 1,500 Number of Brochures Distributed: 96 Number of Giveaways Distributed: 335</p>
<p>Name: Toyon Farm Landscape & Water Conservation Workshop Date: August 27, 2011 Location: Toyon Farm Clubhouse, Los Altos Region: Community</p>	<p>Type of Event: Workshop Audience: Residents Message: Stormwater pollution prevention, water conservation, Landscape irrigation information.</p>	<p>General Feed Back: Small, intimate workshop. Estimated Overall Event Attendance: 13 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Mountain View Art and Wine Festival Date: September 10-11, 2011 Location: Castro Street, Mountain View Region: Countywide</p>	<p>Type of Event: Festival Audience: General Public Message: District awareness, water conservation, pollution prevention.</p>	<p>General Feed Back: Two day event; lots of traffic to booth; attendees from other counties. Estimated Overall Event Attendance: 150,000 Number of Brochures Distributed: 320 Number of Giveaways Distributed: 1,300</p>
<p>Name: Alviso Education Center Grand Opening Date: September 16, 2011 Location: Gold Street, Alviso Region: Local Residents</p>	<p>Type of Event: Open House Audience: General Public Message: District awareness, water conservation, pollution prevention.</p>	<p>General Feed Back: Grand opening for new Alviso Education Center. Different activity stations for teaching children. Estimated Overall Event Attendance: 120 Number of Brochures and Giveaways Distributed: 50</p>
<p>Name: St. Thomas Aquinas Parish Picnic Date: September 18, 2011 Location: Our Lady of the Rosemary Church, Copwer Street, Palo Alto Region: Local community</p>	<p>Type of Event: Picnic Audience: Local community Message: Stormwater pollution prevention, water conservation.</p>	<p>Event not staffed; provided literature only.</p>

C.7.e ► Public Outreach Events		
<p>Name: Day on the Bay Multicultural Festival Date: September 17, 2011 Location: Alviso Marina, San Jose Region: Countywide</p>	<p>Type of Event: Multicultural Festival Audience: Families Message: Message: District awareness, water conservation, and pollution prevention.</p>	<p>General Feed Back: Local festival; included attendees from nearby cities. Estimated Overall Event Attendance: 9,000 Number of Brochures Distributed: 171 Number of Giveaways Distributed: 300</p>
<p>Name: Underwriters Laboratories Green Expo Date: September 20, 2011 Location: 455 E. Trimble Road, San Jose Region: Business</p>	<p>Type of Event: Green Expo Audience: Business Professionals Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: A Taste of Morgan Hill Date: September 24-25, 2011 Location: Downtown Morgan Hill Region: Countywide</p>	<p>Type of Event: Festival Audience: General Public Message: District awareness, water conservation, pollution prevention.</p>	<p>General Feed Back: Great attendance. Many people stopped by the booth. Estimated Overall Event Attendance: 43,000 Number of Brochures Distributed: 137 Number of Giveaways Distributed: 700</p>
<p>Name: Green Expo Date: September 29, 2011 Location: Underwriters Laboratory, 455E. Trimble Road, San Jose Region: Business</p>	<p>Type of Event: Expo Audience: Employees Message: District awareness, water conservation, pollution prevention.</p>	<p>General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>

C.7.e ► Public Outreach Events		
Name: Spirit of Japantown Date: October 1, 2011 Location: Japantown, San Jose Region: Countywide	Type of Event: Cultural Festival Audience: General Public Message: District awareness, water conservation, pollution prevention.	General Feed Back: Good attendance. Many people stopped by the booth. Estimated Overall Event Attendance: 20,000 Number of Brochures Distributed: 161 Number of Giveaways Distributed: 372
Name: National Forum for Black Public Administrators Date: October 1, 2011 Location: San Jose Region: Members	Type of Event: Conference Audience: Membership Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small event with good attendance. Estimated Overall Event Attendance: 150 Number of Brochures Distributed: 13 Number of Giveaways Distributed: 106
Name: Coyote Pump Plant Open House Date: October 5, 2011 Location: Coyote Pump Plant, Morgan Hill Region: Residents	Type of Event: Open House Audience: General Public Message: District awareness, water conservation, pollution prevention.	General Feed Back: Good neighborhood attendance. Estimated Overall Event Attendance: 125 Number of Brochures and Giveaways Distributed: 50
Name: United Neighborhoods of Santa Clara County Date: October 8, 2011 Location: San Jose State University Region: Members	Type of Event: Conference Audience: Membership Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small event with good attendance. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Festiv'ALL Date: October 12, 2011 Location: San Jose Convention Center, San Jose Region: Businesses	Type of Event: Conference Audience: Business-oriented organizations Message: District awareness, water conservation, pollution prevention.	General Feed Back: Good attendance. Estimated Overall Event Attendance: 2,400 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked

C.7.e ► Public Outreach Events		
Name: Lakewood Village Homeowners Association Meeting Date: October 15, 2011 Location: Lakewood Park, Sunnyvale Region: Local community	Type of Event: Homeowners Association Meeting Audience: Homeowners Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small event for homeowners. Estimated Overall Event Attendance: 10 Number of Brochures and Giveaways Distributed: Not tracked
Name: Healthy Creeks-Vibrant Bay, Santa Clara County Creeks Coalition Conference Date: November 5, 2011 Location: LinkedIn, Mountain View Region: Countywide	Type of Event: Watershed Conference Audience: General Public Message: District awareness, water conservation, pollution prevention.	General Feed Back: Good attendance. Estimated Overall Event Attendance: 100 Number of Brochures and Giveaways Distributed: 289
Name: Santa Visits Alviso Date: December 10, 2011 Location: Alviso Region: Alviso Residents	Type of Event: Holiday event of Alviso youth/families Audience: Alviso Youth and Families Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small event with good, local attendance. Approximately 500 people stopped by the booth. Estimated Overall Event Attendance: 800 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: 400
Name: Los Altos History Museum Date: February 4, 2012 Location: Los Altos Region: Residents	Type of Event: Water Festival Audience: Families Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small event with good, local attendance. Estimated Overall Event Attendance: 200 Number of Brochures and Giveaways Distributed: 200
Name: Science Fair Date: February 16, 2012 Location: Price Middle School, San Jose Region: Price Middle School students and families	Type of Event: Science Fair Audience: Students and families Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small event with good, local attendance. Estimated Overall Event Attendance: 200 Number of Brochures and Giveaways Distributed: 200

C.7.e ► Public Outreach Events		
Name: Harambee Luncheon Date: March 3, 2012 Location: San Jose Airport Garden Hotel, 1740 North First Street, San Jose Region: Members	Type of Event: Luncheon and Vendor Fair Audience: Membership Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small, targeted event. Good turnout. Estimated Overall Event Attendance: 400 Number of Brochures Distributed: 119 Number of Giveaways Distributed: 150
Name: MESA Day #1 Date: March 3, 2012 Location: San Jose State University, San Jose Region: Local	Type of Event: Academic Enrichment Audience: College Students Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small, targeted event. Good turnout. Estimated Overall Event Attendance: 750 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Landscape Workshop Series – Converting Sprinkler Systems to Drip Date: March 3, 2012 Location: Santa Clara Valley Water District, 5750 Almaden Expressway, San Jose Region: Targeted – Residential Gardeners	Type of Event: Workshop Audience: Residential Gardeners Message: Native plants, water conservation, drip system information.	General Feed Back: Small, targeted workshop. Good turnout. Estimated Overall Event Attendance: 21 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Foothill Science Day Date: March 8, 2012 Location: Foothill School, San Jose Region: Targeted – Third Grade Students	Type of Event: Science Fair Audience: Third Grade Students Message: Stormwater pollution prevention, water conservation.	General Feed Back: The event was for students, teachers and families and had good attendance. Estimated Overall Event Attendance: 120 Number of Brochures and Giveaways Distributed: 120

C.7.e ► Public Outreach Events		
<p>Name: Landscape Workshop Series – California Native Plants: A Diversity of Resources Date: March 10, 2012 Location: Santa Clara Valley Water District, 5750 Almaden Expressway, San Jose Region: Targeted – Residential Gardeners</p>	<p>Type of Event: Workshop Audience: Residential Gardeners Message: Native plants, water conservation, stormwater pollution prevention.</p>	<p>General Feed Back: Small, targeted workshop. Good turnout. Estimated Overall Event Attendance: 25 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Santa Clara Valley Water District Open House Date: March 14, 2012 Location: SCVWD, 5700 Almaden Expressway, San Jose Region: Countywide</p>	<p>Type of Event: Open House Audience: Residents Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: Small event with good attendance. Estimated Overall Event Attendance: 100 Number of Brochures and Giveaways Distributed: 120</p>
<p>Name: Career Day Date: March 15, 2012 Location: Hoover Middle School, San Jose Region: Targeted – Eighth Grade Students</p>	<p>Type of Event: Career Fair Audience: Eighth Grade Students Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: The event was for eighth grade students and had good attendance. Estimated Overall Event Attendance: 350 Number of Brochures and Giveaways Distributed: 150</p>
<p>Name: Landscape Workshop Series – Sustainable Landscape Techniques to Save Time, Water, and Money in the Garden Date: March 17, 2012 Location: Santa Clara Valley Water District, 5750 Almaden Expressway, San Jose Region: Targeted – Residential Gardeners</p>	<p>Type of Event: Workshop Audience: Residential Gardeners Message: Native plants, water conservation, gardening techniques.</p>	<p>General Feed Back: Small, targeted workshop. Good turnout. Estimated Overall Event Attendance: 40 Number of Brochures and Giveaways Distributed: 120</p>

C.7.e ► Public Outreach Events		
Name: Business Resources Expo Date: March 23, 2012 Location: Quinlan Community Center, 10300 Torea Avenue, Cupertino Region: Businesses	Type of Event: Expo Audience: Local Businesses Message: District awareness, water conservation, pollution prevention.	Event not staffed; provided literature only.
Name: San Jose Friends (Quaker) Unity with Nature Committee Date: March 24, 2012 Location: 1041 Morse Street, San Jose Region: Community	Type of Event: Committee Meeting Audience: Community Message: District awareness, water conservation, pollution prevention.	General Feed Back: Small, targeted meeting. Good turnout. Estimated Overall Event Attendance: 20 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Children’s Discovery Museum Date: April 9, 2012 Location: San Jose Region: Countywide	Type of Event: Puppet Shows Audience: Youth and families Message: Stormwater pollution prevention, water conservation.	General Feed Back: Small targeted event for local neighbors. Very well attended. Estimated Overall Event Attendance: 330 Number of Brochures and Giveaways Distributed: 200
Name: Children’s Discovery Museum Date: April 12, 2012 Location: San Jose Region: Countywide	Type of Event: Puppet Shows Audience: Youth and families Message: Stormwater pollution prevention, water conservation.	General Feed Back: Small targeted event for local neighbors. Very well attended. Estimated Overall Event Attendance: 100 Number of Brochures and Giveaways Distributed: 75
Name: LinkedIn’s Earth Day Fair Date: April 17, 2012 Location: 2027 Stierlin Court, Mountain View Region: Countywide	Type of Event: Earth Day Fair Audience: Employees Message: Stormwater pollution prevention, water conservation.	General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures. Estimated Overall Event Attendance: 150 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked

C.7.e ► Public Outreach Events		
Name: Earth Day Event Date: April 19, 2012 Location: San Jose Region: Residents	Type of Event: Community Event Audience: Residents Message: District awareness, water conservation, pollution prevention.	Event not staffed; provided literature only.
Name: Kinder Caminata Date: April 19, 2012 Location: San Jose City College, San Jose Region: Countywide	Type of Event: Kinder Activity Fair Audience: Kindergarten students and teachers Message: Stormwater pollution prevention, water conservation.	General Feed Back: Fast moving event (20 minutes with each class) with lots of kindergarten activities. Very well attended. Estimated Overall Event Attendance: 750 Number of Brochures and Giveaways Distributed: 750
Name: Los Altos History Museum Date: April 21, 2012 Location: Los Altos Region: Residents		General Feed Back: Small event with good, local attendance. Estimated Overall Event Attendance: 100 Number of Brochures and Giveaways Distributed: 100
Name: NVIDIA Corp. Earth Day Event Date: April 20, 2012 Location: 2701 San Tomas Expressway, Santa Clara Region: Countywide	Type of Event: Corporate event Audience: Information Technology Professionals Message: Water conservation	General Feed Back: This event is very well organized and a lot of employees stopped at the booth to ask questions. Very interested in getting information. Approximately 100 employees stopped by the booth Estimated Overall Event Attendance: 500 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked

C.7.e ► Public Outreach Events		
<p>Name: Cupertino's 4th Annual Earth Day Festival Date: April 21, 2012 Location: Civic Center Plaza, Cupertino Region: Cupertino Residents</p>	<p>Type of Event: Earth Day Event Audience: Local residents Message: Water conservation</p>	<p>General Feed Back: Community event for local residents. Approximately 125 people stopped at the booth. Estimated Overall Event Attendance: 500 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Berryessa Community Wellness Day Date: April 21, 2012 Location: Berryessa Community Center, San Jose Region: Berryessa Community</p>	<p>Type of Event: Local community event Audience: residents Message: Water conservation, pollution prevention.</p>	<p>General Feed Back: Event for local community. Estimated Overall Event Attendance: 120 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Bay Area Garden Friendly Date: April 21, 2012 Location: Home Depot, Blossom Hill Road, San Jose Region: Residential Gardeners</p>	<p>Type of Event: Booth at Home Depot Audience: Residential Gardeners Message: Water conservation, pollution prevention.</p>	<p>General Feed Back: Event for local gardeners at Home Depot. 20 people stopped at booth. Estimated Overall Event Attendance: Not tracked Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Going Native Garden Tour Date: April 21, 2012 Location: Various throughout Santa Clara County Region: Countywide</p>	<p>Type of Event: Garden Tour Audience: County residents Message: Water conservation, pollution prevention.</p>	<p>Provided literature for northern gardens: Sunnyvale, Mountain View, Los Altos, Palo Alto</p>

C.7.e ► Public Outreach Events		
Name: Going Native Garden Tour Date: April 22, 2012 Location: Various throughout Santa Clara County Region: Countywide	Type of Event: Garden Tour Audience: County residents Message: Water conservation, pollution prevention.	Provided literature for southern gardens: Santa Clara, Cupertino, Campbell, Los Gatos, San Jose
Name: Sacred Water Tables Date: April 22, 2012 Location: First Congregational Church, 1985 Louis Road, Palo Alto Region: Residents	Type of Event: Community Event Audience: Palo Alto residents Message: Water conservation, pollution prevention.	Provided literature only
Name: Earth Day Event Date: April 24, 2012 Location: KLA Tencor, 3 Technology Drive, Milpitas Region: Business Employees	Type of Event: Corporate Earth Day event Audience: Business Professionals Message: Water conservation, pollution prevention	General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures Estimated Overall Event Attendance: 200 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Earth Day Event Date: April 26, 2012 Location: Hewlett-Packard, 19055 Pruneridge Avenue, Cupertino Region: Business Employees	Type of Event: Corporate Earth Day event Audience: Business Professionals Message: Water conservation, pollution prevention	General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures Estimated Overall Event Attendance: 100 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked

C.7.e ► Public Outreach Events		
Name: Earth Day Event Date: April 24, 2012 Location: Synaptics, 3120 Scott Blvd., Santa Clara Region: Business Employees	Type of Event: Corporate Earth Day event Audience: Business Professionals Message: Water conservation, pollution prevention	General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures Estimated Overall Event Attendance: 100 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Spring in Guadalupe Gardens Date: April 28, 2012 Location: Guadalupe Gardens, San Jose Region: Countywide	Type of Event: Earth Day Event Audience: Gardeners, Families, General Public Message: District awareness, water conservation, pollution prevention	General Feed Back: Great event for reaching gardeners and families. Estimated Overall Event Attendance: 6,000 Number of Brochures Distributed: 196 Number of Giveaways Distributed: 267
Name: Health Fair Date: May 2, 2012 Location: Kaiser Santa Teresa, San Jose Region: Countywide	Type of Event: Health Fair Audience: General Public, Families Message: District awareness, water conservation, pollution prevention	General Feed Back: Small event, good local attendance. Estimated Overall Event Attendance: 200 Number of Brochures and Giveaways Distributed: 150
Name: Stewardship for Small Acreages: A workshop series on land and livestock management Date: May 3, 2012 Location: Gilroy Grange Hall, 8191 Swanson Lane, Gilroy Region: Local small acreage owners	Type of Event: Workshop Audience: Land owners Message: Water conservation, pollution prevention, land and livestock management,	General Feed Back: First workshop in a series Estimated Overall Event Attendance: 20 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked

C.7.e ► Public Outreach Events		
<p>Name: Stewardship for Small Acreages: A workshop series on land and livestock management Date: May 10, 2012 Location: Gilroy Grange Hall, 8191 Swanson Lane, Gilroy Region: Local small acreage owners</p>	<p>Type of Event: Workshop Audience: Land owners Message: Water conservation, pollution prevention, land and livestock management,</p>	<p>General Feed Back: First workshop in a series Estimated Overall Event Attendance: 20 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Morgan Hill No Bull BBQ Date: May 12, 2012 Location: City of Morgan Hill, 17000 Monterey Road, Morgan Hill Region: Countywide</p>	<p>Type of Event: Street Fair Audience: General Public Message: Safe Clean Water</p>	<p>General Feed Back: Large event reaching residents and families. Estimated Overall Event Attendance: 10,000 Number of Brochures Distributed: 603 Number of Giveaways Distributed: 332</p>
<p>Name: Career Day Date: May 18, 2012 Location: Brownell Middle School, Gilroy Region: Targeted – Sixth Grade Students</p>	<p>Type of Event: Career Fair Audience: Sixth Grade Students Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: The event was for sixth grade students. Estimated Overall Event Attendance: 65 Number of Brochures and Giveaways Distributed: 50</p>
<p>Name: Bay Area Garden Friendly Date: April 21, 2012 Location: Home Depot, 975 De Anza Blvd., San Jose Region: Residential Gardeners</p>	<p>Type of Event: Booth at Home Depot Audience: Residential Gardeners Message: Water conservation, pollution prevention.</p>	<p>General Feed Back: Event for local gardeners at Home Depot. 25 people stopped at booth. Estimated Overall Event Attendance: Not tracked Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>

C.7.e ► Public Outreach Events		
Name: Boogie on the Bayou Date: May 19-20, 2012 Location: Downtown Campbell Region: Countywide	Type of Event: Street Fair Audience: General Public Message: Safe Clean Water	General Feed Back: Large event reaching residents and families. Estimated Overall Event Attendance: 50,000 Number of Brochures Distributed: 723 Number of Giveaways Distributed: 632
Name: Stewardship for Small Acreages: A workshop series on land and livestock management Date: May 24, 2012 Location: Gilroy Grange Hall, 8191 Swanson Lane, Gilroy Region: Local small acreage owners	Type of Event: Workshop Audience: Land owners Message: Water conservation, pollution prevention, land and livestock management,	General Feed Back: First workshop in a series Estimated Overall Event Attendance: 23 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked
Name: Steelhead Festival and Nature Fair Date: May 29, 2012 Location: Christmas Hill Park, Gilroy Region: Countywide	Type of Event: Festival Audience: General Public, Families Message: District awareness, water conservation, pollution prevention	General Feed Back: Small event reaching residents and families. Estimated Overall Event Attendance: 3,500 Number of Brochures Distributed: 144 Number of Giveaways Distributed: 300
Name: Water Wizard Festival Date: May 30, 2012 Location: Guadalupe River Park Conservancy, Coleman Road, San Jose Region: Countywide	Type of Event: Festival Audience: Third Grade Students, Teachers and Parents Message: Stormwater pollution prevention, water conservation.	General Feed Back: Festival for third graders, teachers and parent chaperons. Conducted a "Where does your water come from" activity that included pollution prevention messages. Estimated Overall Event Attendance: 80 Number of Brochures and Giveaways Distributed: None, learning activity only.

C.7.e ► Public Outreach Events		
<p>Name: Stewardship for Small Acreages: A workshop series on land and livestock management Date: May 31, 2012 Location: Gilroy Grange Hall, 8191 Swanson Lane, Gilroy Region: Local small acreage owners</p>	<p>Type of Event: Workshop Audience: Land owners Message: Water conservation, pollution prevention, land and livestock management,</p>	<p>General Feed Back: First workshop in a series Estimated Overall Event Attendance: 20 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
<p>Name: Oak Crest Information Fair Date: June 2-3, 2012 Location: Oak Crest Home Owners Association, 4271 North First Street, San Jose Region: Home Owners</p>	<p>Type of Event: Information Fair Audience: Oak Crest Home Owners Message: Water conservation, pollution prevention.</p>	<p>Provided literature only</p>
<p>Name: Sunnyvale Art and Wine Festival Date: June 2-3, 2012 Location: Downtown Sunnyvale Region: Countywide</p>	<p>Type of Event: Festival Audience: Families/General Public Message: District awareness, water conservation, pollution prevention.</p>	<p>General Feed Back: Large event held over two days. Estimated Overall Event Attendance: 125,000 Number of Brochures Distributed: 576 Number of Giveaways Distributed: 1,342</p>
<p>Name: Green Kids Conference Date: June 10, 2012 Location: Mountain View Region: Countywide</p>	<p>Type of Event: Conference Audience: Students, Teachers and Parents Message: Stormwater pollution prevention, water conservation.</p>	<p>General Feed Back: Conference for kids, parents and teachers. Estimated Overall Event Attendance: 475 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>

C.7.e ► Public Outreach Events

<p>Name: Brocade Second Annual Business Fair Date: June 14, 2012 Location: Brocade, 130 Holder Way, San Jose Region: Business</p>	<p>Type of Event: Corporate event Audience: Business Professionals Message: Water conservation, pollution prevention</p>	<p>General Feed Back: The event was held during lunch hour and was well attended. Most employees stopped at the booth to ask questions and take brochures. Estimated Overall Event Attendance: 50-60 Number of Brochures Distributed: Not tracked Number of Giveaways Distributed: Not tracked</p>
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C.7.f. ► Watershed Stewardship Collaborative Efforts

During FY 11-12, the Program actively supported the Santa Clara Basin Watershed Initiative, including the Steering Committee, the Land Use Subgroup, the Santa Clara Valley Zero Litter Initiative, and the Product Action Subgroup. Information on these efforts is included within the C.7 Public Information and Outreach section of the Program's FY 11-12 Annual Report. The Program also participated in the Bay Area Macro invertebrate Bioassessment Information Network. Information on this is included in the C.8 Water Quality Monitoring section of the Program's FY 11-12 Annual Report.

C.7.g. ► Citizen Involvement Events

The Program provided funding for the following citizen involvement events:

- 1) National River Clean up Day – The Program supports the involvement of Santa Clara County citizens by providing advertising support for the National River Clean-up Day.
- 2) Citizen involvement events at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) – A number of citizen involvement and stewardship programs are conducted as part of the Program funded Watershed Watchers Program at the Refuge. Participants usually work in the Refuge gardens planting native plants, pulling non-native plants, and mulching. More details are included in the Watershed Watchers Report in the Program Annual Report Appendix 7-5.

Event Details	Description	Evaluation of effectiveness
<p>Name: Summer of Service Program Date: 7/14/11, 7/28/11, 8/11/11, 6/19/12 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide</p>	<p>Partnership program between Santa Clara Valley youth groups and the Watershed Watchers program. Youth spend a day at the Refuge and they work in the gardens in the morning and explore the Refuge in the afternoon.</p>	<p>Number of attendees on 7/14/11: 12 middle school students, 2 high school students, and 3 adults. Number of attendees on 7/28/11: 10 middle school students and 3 adults. Number of attendees on 8/11/11: 7 middle school students and 2 adults. Number of attendees on 6/19/12: 9 middle school students, and 3 adults.</p>
<p>Name: Community Service Days Date: 10/29/11, 11/19/11, 1/14/12, 2/11/12, 4/21/12, 5/21/12, Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide</p>	<p>This is an open day for the general public. Participants work in the gardens planning native plants, pulling non-native plants, and mulching.</p>	<p>Number of attendees on 10/29/11: 15 middle school student, 3 high school student, and 3 adults. Number of attendees on 11/19/11: 1 high school student and 5 adults. Number of attendees on 1/14/12: 4 high school students. Number of attendees on 2/11/12: 3 elementary school students, 4 high school students and 3 adults. Number of attendees on 4/21/12: 11 elementary school students and 4 adults. Number of attendees on 5/21/12: 7 elementary school students and 5 adults.</p>
<p>Name: National River Cleanup Day Date: 5/19/12 Location: Various locations throughout the County Focus: Countywide</p>	<p>In FY 11-12, the Creek Connection Action Group sponsored two creek clean-up events: Coastal Clean-up Day on September 17, 2011 and National Rivers Clean-up Day on May 19, 2012. The Program provided funding for the National Rivers Clean-up Day advertising.</p>	<p>On National River Cleanup Day, a total of 1,101 volunteers participated in cleaning 41 sites and removed approximately 18,301 pounds of trash and 1,410 pounds of recyclables from creeks.</p>

In addition, the District provided significant support for the following citizen involvement events:

- 1) National River Cleanup Day – The District chairs the Creek Connections Action Group, providing meeting support and supplies, coordinating the Site Coordinator Training and supply pickup meeting and manning the phones on the day of the event. The District also provides pickup and disposal of the collected trash from approximately half the sites.
- 2) Coastal Cleanup Day – The District chairs the Creek Connections Action Group, providing meeting support and supplies, coordinating the Site Coordinator Training and supply pickup meeting, manning the phones on the day of the event and reporting results to the California Coastal Commission. The District also provides pickup and disposal of the collected trash from approximately half the sites.
- 3) Adopt-A-Creek Program – The District administers the Adopt-A-Creek Program, providing cleanup supplies and pickup of collected trash. A list of partner cleanups is attached as Table 7-1.

Event Details	Description	Evaluation of effectiveness
Name: Coastal Cleanup Day Date: 9/17/11 Location: 43 locations throughout Santa Clara County Focus: Countywide	Creek Connections Action Group sponsored Coastal Cleanup Day on September 17, 2011. The District chairs CCAG, providing meeting support and supplies for the cleanup.	A total of 1,639 volunteers participated in cleaning 43 sites and removed approximately 32,390 pounds of trash and 7,773 pounds of recyclables from 77.72 miles of creeks.
Name: National River Cleanup Day Date: 5/19/12 Location: 41 locations throughout Santa Clara County Focus: Countywide	Creek Connections Action Group sponsored National River Cleanup Day on May 19, 2012. The District chairs CCAG, providing meeting support and supplies for the cleanup.	A total of 1,101 volunteers participated in cleaning 41 sites and removed approximately 18,301 pounds of trash and 1,410 pounds of recyclables from 53.34 miles of creeks.
Adopt-A-Creek Program Date: Ongoing Location: 100 locations throughout Santa Clara County Focus: Countywide	There are currently 100 partners that clean their section of the creek a minimum of twice a year.	Volunteer efforts reduce the resources the district expends towards keeping our creeks clean.

C.7.h. ► School-Age Children Outreach

Outreach to school-age children is implemented through ZunZun assemblies at local elementary schools and the “Watershed Watchers” program at the Environmental Education Center at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) in Alviso. The Program sponsors up to 50 ZunZun assemblies at elementary schools in Santa Clara Valley and funds an Interpretive Specialist position at the Refuge for conducting activities and programs about watershed and urban runoff pollution prevention. The Fourth Quarter “Watershed Watchers” Report including the End-of-Year summary is included in the Program Annual Report Appendix 7-5. The ZunZun Final Report is included in the Program Annual Report Appendix 7-7.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Name : ZunZun Musical Assembly Grade or level: elementary	Interactive, musical school assemblies educating K-6 children about watersheds and pollution prevention.	13,868 students	ZunZun assemblies were evaluated using postage-paid evaluation cards that were distributed to all teachers present at the performances. The Program received 184 completed evaluation cards from teachers. Overall, the feedback is positive and indicates an increase in the students’ knowledge about watersheds and pollution prevention. A few highlights of the evaluations are: <ul style="list-style-type: none"> • Twenty-nine teachers indicated that after the performance, 50% of their students knew what a watershed was; 75 teachers indicated that 75% of their students knew what a watershed was and 48 teachers indicated that 100% of their students knew what a watershed was. • Fourteen teachers indicated that after the performance, 50% of their students could name a way to prevent pollution in the watershed; 59 teachers indicated that 75% of their students could name a way to

			<p>prevent pollution in the watershed; and 67 teachers indicated that 100% of their students could name a way to prevent pollution in the watershed.</p> <p>The Final Teacher Evaluation Report is included in the Program Annual Report Appendix 7-7.</p>
<p>Name: Watershed Watchers Program at Don Edwards Wildlife Refuge in Alviso Grade or level: pre-school, elementary, middle, high school.</p>	<p>The Refuge offers a number of interpretive programs to educate children and youth about preventing urban runoff pollution. These include: Monster Bacteria; Nature Drawing; All About Owls; Living Wetlands; Night Sky Party; Why Tides Matter; and Water Water Everywhere.</p>	<p>39 pre-kindergarteners, 1,165 elementary school students, 86 middle school students, and 469 high school students.</p>	<p>Visitor Surveys are used to determine visitor demographics, effectiveness of publicity, and the effectiveness of the Watershed Watchers Program.</p> <p>In addition, an “Urban Runoff Bead Drop” display is used to record actions (e.g., pick up litter, spread the word, take car to car wash) that children promise to do to help keep storm drains clean.</p> <p>Results of both these evaluation mechanisms are summarized in the Watershed Watchers Fourth Quarter Report included in the Program Annual Report Appendix 7-5.</p>
<p>The District has a very active School Outreach Program that reached 20,800 students from Pre-Kindergarten to college. District staff conducted in-classroom presentations and tours at three outdoor classroom facilities: Coyote Creek Outdoor Classroom, Morley Park/McGlincey Ponds and Alamitos Recharge Ponds. A table of students reached is included in Table 7.2.</p>			
<p>Name: Santa Clara Valley Water District School Outreach Program</p>	<p>The District offers classroom presentations that are correlated to State Standards for grades Pre-Kindergarten through College. Topics covered include: water conservation, water quality, pollution prevention, water sources, watersheds, stewardship and flood safety.</p>	<p>Number of educators reached: 974 Number of classes reached: 693 Number of students reached: 20,800 Pre-Kindergarten 1,357</p>	<p>Teacher surveys are used to determine effectiveness of the program and provide input for changes.</p>

		Kindergarten 2,827 First 3,066 Second 3,276 Third 3,591 Fourth 613 Fifth 1,983 Sixth 1,091 Eighth 350 High School 6 Multi-Grade 2,258 College 382	
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**Santa Clara Valley Water District
2011-12 Adopt-A-Creek Cleanup Events**

TABLE 7-1

Sorted by Creek Name

Creek Name	Reach	Date
Adobe Creek	Louis Road to East Charleston Road	5/30/12
Calabazas Creek	Lawrence Expressway to Lockinvar Avenue	11/6/11
Calabazas Creek	Lawrence Expressway to Lockinvar Avenue	5/6/12
Calabazas Creek	at Creekside Park	1/22/12
Calabazas Creek	Miller Avenue to Bollinger Road	3/30/12
Calabazas Creek	Bollinger Road to South Blaney Avenue	4/21/12
Calabazas Creek	Blaney Avenue to Rainbow Drive	5/6/12
Calabazas Creek	Rainbow Drive to Highway 85	4/29/12
Calera Creek	Arizona Drive to Escuela Parkway	10/2/11
Guadalupe Creek	Croydon Avenue to Mireille Drive	11/6/11
Guadalupe Creek	Croydon Avenue to Mireille Drive	4/22/12
Guadalupe River	Skyport Drive to Highway 880	7/16/11
Guadalupe River	Highway 880 to Coleman Avenue	1/28/12
Guadalupe River	Coleman Avenue to Julian Street	10/15/11
Guadalupe River	Coleman Avenue to Julian Street	3/17/12
Guadalupe River	Coleman Avenue to Julian Street	4/15/12
Guadalupe River	Santa Clara to Woz Way	9/16/11
Guadalupe River	Branham Lane to Coleman Road	10/30/11
Llagas Creek	W. Edmundson to La Crosse Drive	12/21/11
Llagas Creek	Gilman Road to Pacheco Pass Highway	8/13/11
Llagas Creek	Gilman Road to Pacheco Pass Highway	11/28/11
Llagas Creek	Gilman Road to Pacheco Pass Highway	5/25/12
Los Gatos Creek	South Bascom Avenue to 500' downstream of Leigh Ave	4/3/12
Los Gatos Creek	South Bascom Avenue to Campbell Avenue	7/2-8/11
Los Gatos Creek	South Bascom Avenue to Campbell Avenue	7/23-31/11
Los Gatos Creek	Campbell Avenue to Camden Avenue	4/21/12
Los Gatos Creek	Lark Avenue to Vasona Dam	weekly
Los Gatos Creek	Blossom Hill Road to Roberts Road	weekly
Lower Silver Creek	McKee Road to the end of Calle de Plata	5/4/12
Lower Silver Creek	McKee Road to the end of Calle de Plata	6/5/12
Lower Silver Creek	San Antonio Road to Highway 680	4/21/12
Madrone Channel	Cochrane Road to East Dunne Avenue	1/25/12
Oka Lane Perc Ponds	Highway 880 to Mozart Avenue	1/22/12
Permanente Diversion Channel	Grant Road to Diercix	7/31/11
Randol Creek	Camden Avenue to Almaden Expressway	5/31/12

**Santa Clara Valley Water District
2011-12 Adopt-A-Creek Cleanup Events**

TABLE 7-1

Sorted by Creek Name

Creek Name	Reach	Date
Randol Creek	Camden Avenue to Almaden Expressway	6/4-7/12
Randol Creek	Camden Avenue to Almaden Expressway	6/11-14/12
Regnart Creek	E. Estates Drive to Blaney Avenue	2/18/12
Regnart Creek	E. Estates Drive to Blaney Avenue	4/7/12
Ross Creek	Los Gatos-Almaden Road to Camino Del Cerro	9/14/11
San Tomas Aquino Creek	Tasman Avenue to Highway 101	11/2/11
San Tomas Aquino Creek	Highway 101 to Scott Blvd.	3/31/12
Saratoga Creek	Cabrillo Avenue to Warburton Avenue	8/20/11
Saratoga Creek	Warburton Avenue to El Camino Real	10/29/11
Saratoga Creek	Benton Street to Homestead Road	5/29/12
Saratoga Creek	Pruneridge Avenue to Lawrence Expressway	10/16/11
Stevens Creek	Moffett Blvd. to Central Expressway	7/16/11
Thompson Creek	Aborn Road and 200 feet south	11/5/11
Thompson Creek	Aborn Road to Keaton Loop	3/8/12
Upper Penitencia Creek	King Road to Capitol Avenue	3/17/12
Upper Penitencia Creek	Jackson Road to Capitol Avenue	4/28/12
Upper Penitencia Creek	Summerdale Drive to Piedmont Road	11/5/11
Upper Penitencia Creek	Piedmont Road to Nobel Avenue	10/29/11
Upper Penitencia Creek	Piedmont Road to Nobel Avenue	11/20/11
Upper Penitencia Creek	Piedmont Road to Nobel Avenue	3/10/12
Upper Penitencia Creek	Piedmont Road to Nobel Avenue	4/28/12
West Little Llagas Creek	La Crosse to Spring	4/28/12

2011-2012 SCHOOL OUTREACH PROGRAM

		2011						2012							
Number of Students by:		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals	% Coverage
Watershed	Adobe	0	0	0	0	0	42	0	0	0	0	0	0	42	0.20
	Calabazas	160	0	0	61	100	96	200	0	143	293	0	120	1,173	5.64
	Coyote	200	96	432	450	811	50	270	942	1,113	1,059	995	501	6,919	33.26
	Guadalupe	93	0	260	328	252	746	608	455	1,084	1,351	904	0	6,081	29.24
	Lexington	0	0	0	0	0	0	0	0	0	0	29	0	29	0.14
	Llagas	0	0	884	331	0	96	269	211	0	0	164	0	1,955	9.40
	Matadero	0	0	0	0	0	0	0	120	0	24	20	0	164	0.79
	Permanente	0	0	0	71	44	0	40	292	120	279	372	0	1,218	5.86
	San Tomas	0	0	168	290	406	153	333	120	50	529	17	0	2,066	9.93
	San Francisquito	0	0	0	0	0	0	0	72	0	0	0	0	72	0.35
	Stevens Creek	0	0	0	0	204	0	0	0	0	0	33	475	712	3.42
	Sunnyvale East	0	0	0	0	0	0	168	0	0	0	135	0	303	1.46
	Sunnyvale West	0	0	0	0	0	0	18	0	0	48	0	0	66	0.32
	Uvas	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
Total Number of Students		453	96	1,744	1,531	1,817	1,183	1,906	2,212	2,510	3,583	2,669	1,096	20,800	

		2011						2012						Totals
Number of Students by:		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
City	Alviso	0	0	80	0	120	0	0	0	0	0	0	0	200
	Campbell	0	0	0	48	50	0	25	120	0	0	0	0	243
	Cupertino	0	0	80	0	196	96	200	0	120	219	168	0	1079
	Gilroy	0	0	764	331	0	96	269	211	0	0	65	0	1736
	Los Altos	0	0	0	0	0	0	40	200	0	100	0	0	340
	Los Altos Hills	0	0	0	0	0	0	0	0	0	0	0	0	0
	Los Gatos	32	0	0	20	0	0	0	0	0	0	29	0	81
	Milpitas	200	0	0	23	99	0	30	514	516	0	307	0	1689
	Morgan Hill	0	0	120	0	0	0	0	0	0	0	99	0	219
	Mt. View	0	0	0	50	0	0	0	92	0	179	372	475	1168
	Palo Alto	0	0	0	0	0	0	0	192	0	24	20	0	236
	San Jose	161	96	546	927	1036	796	824	883	1629	2983	1530	621	12032
	San Martin	0	0	0	0	0	0	0	0	0	0	0	0	0
	Santa Clara	0	0	66	111	164	153	222	0	102	30	79	0	927
	Saratoga	0	0	88	0	0	0	110	0	120	0	0	0	318
	Sunnyvale	60	0	0	21	152	0	186	0	23	48	0	0	490
	Stanford	0	0	0	0	0	42	0	0	0	0	0	0	42
	Other	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total School Visits		453	96	1,744	1,531	1,817	1,183	1,906	2,212	2,510	3,583	2,669	1,096

2011-2012 SCHOOL OUTREACH PROGRAM

		2011						2012						
Number of Students by:		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Grade	PreK	392	0	21	60	174	128	80	160	112	200	30	0	1,357
	Kindergarten	0	0	150	20	391	150	178	72	231	1,450	185	0	2,827
	First	0	0	265	0	144	4	741	609	544	183	396	180	3,066
	Second	0	0	216	193	467	327	258	345	396	330	543	201	3,276
	Third	11	0	390	439	404	284	285	311	477	336	554	100	3,591
	Fourth	0	0	96	167	0	0	0	99	0	0	251	0	613
	Fifth	0	0	446	353	99	290	124	277	52	0	342	0	1,983
	Sixth	0	96	0	0	0	0	240	99	0	385	131	140	1,091
	Seventh	0	0	0	0	0	0	0	0	0	0	0	0	0
	Eighth	0	0	0	0	0	0	0	0	0	350	0	0	350
	High School	0	0	0	8	0	0	0	0	0	175	6	0	189
	Adults	0	0	0	50	0	0	0	0	0	100	0	200	350
	Multi-Grade	50	0	160	210	0	0	0	240	23	530	37	475	1,725
College	0	0	0	31	138	0	0	0	0	50	163	0	382	
Total Number of Students		453	96	1,744	1,531	1,817	1,183	1,906	2,212	2,510	3,583	2,669	1,096	20,800

		2011						2012						Total # of Students
Focus of Presentation:		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
	Conservation	7	96	1,744	1,531	1,817	1,183	1,906	2,212	2,510	3,583	2,669	1,096	20,354
	NPS	6	96	1,263	1,230	1,206	852	907	1,058	1,447	2,540	1,510	240	12,355
	Stewardship	6	96	1,263	1,280	1,206	852	907	1,258	1,547	3,070	1,710	715	13,910
	Cycle	1	0	641	382	749	331	999	994	1,538	682	959	381	7,657
	Watershed	1	96	1,573	1,451	1,252	905	1,648	1,980	2,167	1,933	2,437	1,096	16,539
	States of Water	1	0	561	351	611	331	999	994	963	513	959	381	6,664
	H2O Sources	0	96	1,012	1,150	641	574	649	826	1,104	890	1,278	240	8,460
	History	0	96	1,012	1,150	641	574	649	826	1,104	890	1,278	240	8,460
	Water Quality	0	96	1,012	1,200	641	574	649	1,026	1,204	1,420	1,478	715	10,015

2011-2012 SCHOOL OUTREACH PROGRAM

Total Students by School District:	2011						2012						Total # of Students
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Alum Rock USD	0	0	0	0	179	50	96	100	138	0	100	180	843
Berryessa USD	0	0	0	0	72	0	0	0	100	294	0	0	466
Cambrian SD	0	0	0	0	0	0	0	0	0	0	31	0	31
Campbell UHSD	0	0	0	25	0	0	0	0	0	0	0	0	25
Campbell USD	0	0	0	48	50	0	80	120	0	0	0	0	298
College	0	0	0	0	214	0	0	0	0	163	0	0	377
Cupertino USD	0	0	0	96	352	249	360	0	120	528	135	120	1,960
East Side UHSD	0	0	0	0	0	0	0	0	175	0	0	0	175
Evergreen ESD	0	0	48	96	66	0	48	216	144	312	588	177	1,695
Franklin-McKinley SD	0	96	282	192	112	0	96	0	40	180	0	84	1,082
Fremont UHSD	0	0	80	0	0	0	0	0	0	0	0	0	80
Gilroy USD	0	0	764	331	0	96	269	211	0	0	0	0	1,671
Lakeside Joint SD	0	0	0	20	0	0	0	0	0	0	0	0	20
Loma Prieta USD	0	0	0	0	0	0	0	0	0	0	0	0	0
Los Altos SD	0	0	0	0	0	0	0	0	0	75	0	0	75
Los Gatos USD	0	0	0	0	0	0	0	0	0	0	29	0	29
Los Gatos-Saratoga JUHSD	0	0	0	0	0	0	0	0	0	0	0	0	0
Luther Burbank ESD	0	0	0	0	0	0	0	0	0	0	0	0	0
Milpitas USD	200	0	0	0	99	0	0	514	516	0	297	0	1,626
Montebello ESD	0	0	0	0	0	0	0	0	0	0	0	0	0
Moreland SD	0	0	0	96	192	0	120	0	0	144	0	0	552
Morgan Hill USD	0	0	120	0	0	0	99	0	0	0	99	0	318
Mount Pleasant SD	0	0	102	62	87	0	0	0	0	90	0	0	341
Mt View-Los Altos HUD	0	0	0	0	0	0	0	0	0	0	0	0	0
Mt View-Whisman SD	0	0	0	50	0	0	0	92	0	104	372	0	618
Oak Grove SD	0	0	0	25	100	78	125	0	108	0	96	0	532
Orchard School Dist	0	0	0	0	0	0	0	0	0	0	0	0	0
Palo Alto USD	0	0	0	0	0	42	0	72	0	24	0	0	138
Private	242	0	21	307	174	132	295	232	337	179	80	60	2,059
San Jose USD	0	0	93	0	0	322	240	40	210	90	360	0	1,355
Santa Clara USD	0	0	66	50	120	0	78	0	52	0	62	0	428
Saratoga UESD	0	0	88	0	0	0	0	0	0	0	0	0	88
Sunnyvale SD	0	0	0	0	0	0	0	0	0	0	0	0	0
Union SD	11	0	0	0	0	214	0	215	0	0	75	0	515
Other	0	0	0	8	0	0	0	0	0	0	0	0	8
Community Event	0	0	80	125	0	0	0	400	570	1400	345	475	3,395
Total Number of Students	453	96	1,744	1,531	1,817	1,183	1,906	2,212	2,510	3,583	2,669	1,096	20,800

Section 8 - Provision C.8 Water Quality Monitoring

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

PROGRAM EVALUATION

The District, through its SCVURPPP contribution, contributes to the BASMAA Regional Monitoring Coalition, the San Francisco Estuary Regional Monitoring Partnership and to the SCVURPPP monitoring activities. In addition, over the past 3 years, the District has been conducting a voluntary first flush monitoring data collection study with the City of San Jose in response to a September 13, 2009 fish kill in the Guadalupe River watershed. Some of these results were presented at the CASQA conference in Monterey, CA during October 2011.

HIGHLIGHTS AND ACCOMPLISHMENTS

The District is an active participant in the various monitoring ad hoc task groups and other work groups for the San Francisco Bay Area. The District is also a firm believer in the benefits of understanding complex environmental processes by continued long term monitoring programs. The District contributes, financially, to many monitoring activities both regionally and locally.

C.8 ► Water Quality Monitoring

State below if information is reported in a separate regional report. Municipalities also describe below any Water Quality Monitoring activities in which they participate directly, e.g. participation in RMP workgroups, fieldwork within their jurisdictions, etc.

Summary;

The District is a significant contributor to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contribute financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and participated in RMP committees and work groups. For additional information on monitoring activities conducted, see the C.8 Water Quality Monitoring section of the Program's FY 11-12 Annual Report.

Section 9 – Provision C.9 Pesticides Toxicity Controls

Program Highlights and Evaluation
Highlight/summarize activities for reporting year:

PROGRAM EVALUATION

The District uses pesticides as one of the tools for pest management on its properties and facilities. The primary category of pesticides used are herbicides. Insecticides and rodenticides are used in small quantities. In all cases, pesticide products are used only after an assessment has been made regarding environmental, economical, and public health aspects of each of the alternatives. The District has always been proactive and conservative in the use of pesticides.

Continuing education (CE) is required for employees to maintain certification. Employees can obtain CEs through seminars sponsored by Pesticide Applicators Professional Association (PAPA), California Association of Pest Control Advisors (CAPCA), manufacturers and universities. CEs are tracked by PAPA/CAPCA and records can be obtained from the websites. All District employees work under the direction of an Employee Performance Plan. County Agricultural Commissioner and the State Department of Pesticide Regulations certification and training requirements are included in individual Performance Plans. Performance Plan evaluations are conducted every January for all employees. Employees not meeting certification and training requirements contained in their Performance Plan may face disciplinary action or termination of employment. Bi-weekly safety meetings are held that include IPM Policy, SOP and BMP training. Label training, hazardous spill response, symptoms of pesticide poisoning were some of the topics covered this past year. [BMP inspection checklists that are part of work order packages continue to be completed for both chemical and non-chemical vegetation management activities.

HIGHLIGHTS AND ACCOMPLISHMENTS

All District employees were informed, via the District's News You Can Use all-employee messaging system on June 28, 2011, that only employees authorized and trained to apply pesticides can use them at work. No over-the-counter pesticides are allowed in or around the workplace. This is consistent with the District's IPM Policy. A copy of the all-employee email is included as Attachment 1.

C.9.b ► Implement IPM Policy or Ordinance

Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.

Trends in Quantities and Types of Pesticides Used¹

Pesticide Category and Specific Pesticide Used	Amount ²				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0		
None Used	0	0	0		
None Used	0	0	0		
Pyrethroids	0	0	0		
None Used	0	0	0		
None Used	0	0	0		
Carbaryl None Used	0	0	0		
Fipronil None Used	0	0	0		
Glyphosate (Aquamaster, Monsanto-Gallons)		83.53	0		
Isoxaben (Gallery-Dow Agro-Pounds)		1694.53	912.53		
Triclopyr (Garlon 4-Dow Agro-Gallons)		6.3	5.83		
Pendimethalin (Pendulum Aquacap-BASF-Gallons)		1370.2	750.27		
Glyphosate (Rodeo-Dow Agro-Gallons)		752.92	435.27		
Glyphosate (Roundup Pro Concentrate-Mondanto-Gallons)		1310.3	640		

¹ Includes all municipal structural and landscape pesticide usage by employees and contractors.

² Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

C.9.c ▶ Train Municipal Employees	
Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	16
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	16
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	100%
Comment: New staff in the Vegetation Management Unit, who handle pesticides, were trained according to the IPM policy within the last 3 years.	100%

C.9.d ▶ Require Contractors to Implement IPM				
Did your municipality contract with any pesticide service provider in the reporting year?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, attach one of the following:				
<input checked="" type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR			
<input type="checkbox"/>	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR			
<input type="checkbox"/>	Equivalent documentation.			
Attached. Stronger IPM language is being drafted for the next round of Contractor Contracts which will be released for bids this year and will be active July 1, 2013.				

C.9.e ▶ Track and Participate in Relevant Regulatory Processes
Summarize participation efforts, information submitted, and how regulatory actions were affected OR reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.
<p>Summary:</p> <p>During FY 11-12, we participated in regulatory processes related to pesticides through contributions to the Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees.</p>

C.9.f ▶ Interface with County Agricultural Commissioners

Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Summary:
 No improper pesticide usage took place.

C.9.h.ii ▶ Public Outreach: Point of Purchase

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); **OR** reference a report of a regional effort for public outreach in which your agency participates.

Summary:
 The following separate reports developed by SCVURPPP and BASMAA summarize point of purchase outreach efforts conducted during FY 11-12:

- FY 11-12 Store Employee Training Report (SCVURPPP)
- FY 11-12 Store Employee Training Evaluation Summary (SCVURPPP)
- FY 11-12 Store Employee Training Status Table (SCVURPPP)
- FY 11-12 List of Stores in the IPM Store Partnership Program (SCVURPPP)
- FY 11-12 BASMAA “Our Water, Our World” (OWOW) Report (BASMAA)

These reports are included within the C.9 Pesticides Toxicity Control section of Program’s FY 11-12 Annual Report.

C.9.h.vi ► Public Outreach: Pest Control Operators

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); **OR** reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary:

The following separate reports developed by SCVURPPP summarize Public Outreach: Pest Control Operators efforts conducted during FY 11-12:

- FY 11-12 Watershed Watch Campaign Final Report
- FY 11-12 Green Gardener Training Report

These reports are included within the C.7 Public Information and Outreach and C.9 Pesticides Toxicity Control sections of Program's FY 11-12 Annual Report.

Response to Water Board Staff Comments on Section 9, Provision C.9, of FY 10-11 Annual Report

On May 9, 2012, the Santa Clara Valley Water District received a Notice of Deficiencies letter from the 2010-11 Annual Report Review of Pesticide Toxicity Control Pursuant to Provision C.9. of Water Board Order No. R2-2009-0074, Municipal Regional Stormwater NPDES Permit.

The three deficiencies identified were:

1. Contract specifications should require all structural and landscape pest control contractors hired by the District to follow the Integrated Pest Management principles(IPM)* hierarchy.
2. IPM must be implemented by all District employees (all Units) who handle pesticides.
3. Efforts to educate all District employees about IPM could be strengthened with fairly minimal effort. The "Got bugs? Don't Spray!" news item for employees (dated 6/26/11) states in its first bullet point that pesticides shall only be purchased by licensed staff. This is a very Weak IPM message, and materials are readily available with clearer messages

District Responses:

1. The District has reviewed its contract specifications relative to IPM language in our contracts. We have determined that there is the need for stronger IPM language in our contracts. During the next series of contracts the Vegetation Management Unit has committed to the use of stronger IPM language in contracts. It has also been determined that the

Facilities Management Unit contract language for pesticide applicators could also benefit from clearer language indicating the District's IPM policy intent. Contracts with the new clearer IPM language will be in place by July 1st, 2013.

2. The Pesticide Team is active. District policies and procedures ban employees from using pesticides of any kind unless the employee is trained or a licensed pesticide applicator. Please see the attached ISO document. Our Vegetation management staff who apply pesticides are all licensed. Our facilities management staff who use pesticides have been trained.
3. The education of District staff regarding the use of IPM around the home will be strengthened in the annual Pollution Prevention week internal emails. Please keep in mind District staff unless appropriately trained and or licensed are not permitted to use pesticides at District facilities. Also please review the C.7 section the District's annual report and the SCVURPPP annual report sections C.7 and C.9 for IPM related public outreach efforts in the community including training of garden center and hardware store staff in the available less toxic alternatives to pest control. The District is a significant financial contributor to these countywide programs. The District is also a financial contributor to the regional BASMAA IPM campaigns.

The District has been committed over several decades to the implementation of less toxic alternatives in our pesticide use program. The District would like to share with the Water Board a summary of the agency's efforts in support of the use of less toxic alternatives over time at the Districts various facilities;

HISTORICAL IMPROVEMENTS IN THE DISTRICTS IPM PROGRAM

The following changes and improvements have been made to the Integrated Vegetation management program over the past twenty years:

1980 *Use of 2,4-D was discontinued*

1986 *District begins using low volume sulfonyl urea herbicides with rates of ounces per acre in place of products with rates of pounds per acre. This new chemistry allows for a product with lower toxicity to be applied at a lower rate than previous products. The key result is an overall reduction in the amount of herbicides being applied while at the same time reducing the level of toxicity.*

1988 *Any District employee handling any type of pesticide is required to be certified as a Qualified Applicator by the*

	<i>California department of Pesticide Regulation. This requirement surpasses the State requirement for “Certification when supervising the use of restricted materials”. This District requirement remains unprecedented with any other agency in the Bay Area.</i>
1993	<i>Products containing Simazine, Atrazine, Bromacil, Diuron or Prometon were found in groundwater in California’s Central Valley. Though no restrictions were placed on these products in Santa Clara County, the District voluntarily dropped any products in this group from their herbicide program.</i>
1994	<i>District voluntarily eliminates the use of residual herbicides on groundwater recharge facilities. Herbicide use on these facilities is restricted to herbicides with aquatic registrations only.</i>
1995	<i>District discontinues use of Malathion, Dursban and Diazonon. Use of these products historically was minimal. All category I and II toxicity herbicides were eliminated from use at this time.</i>
1999	<i>Norflourazon is added to the DPR’s list of known leachers. District discontinues use of “Predict” whose active ingredient is Norflourazon.</i>
2000	<i>Copper use is discontinued as an algaecide</i>
2001	<i>The District establishes a Pesticide Policy Document that governs pesticide use on District properties.</i>
2004	<i>District discontinues use of Hydrothol and Aquathol and begins using mechanical harvesting and not toxic UV blocking dyes as the primary methods of algae control</i>
2006	<i>Nonylphenoethoxylate (NPE) – Based Surfactants discontinued as Surfactants with aquatic herbicides.</i>
2007	<i>Goats are used as an experiment on flood control and water utility facilities.</i>
2011	<i>District Pesticide Policy revised and made a controlled document in the District’s QEMS system. Staff are trained district wide in this policy over the next few months.</i>
2011	<i>“No Spray” experiment performed on Berryessa Creek to test longevity of residual herbicides.</i>
2012	<i>Overall herbicide use reduced from previous years</i>

2012 *Test sites set up to study various methods and application rates of herbicides.*

In addition over the past several years, we have performed the following:

- *Implemented the use of “weed wrenches” where practical and when appropriate to control brush such as Broom Species.*
- *The District has mechanically girdled trees and left them as standing snags for habitat and to reduce the amount of herbicide in the system.*
- *Implemented the use of propane “flamers” to control weeds on some of our revegetation areas.*
- *The District has implemented frequent use of mechanical controls including weed-mowers and weed-eaters in areas previously treated with herbicides.*
- *The District has and continues to look to change to formulations of “softer” chemistry in both surfactants and active ingredients.*
- *Implemented the use of insecticidal soap in instances where insect control was necessary on Campus landscape area.*
- *Implemented the use of alternative methods for rodent control including live trapping and exclusion.*
- *District staff conducts inspections to determine thresholds for weeds, trees, etc. to evaluate when and how much weed control to use (this is a key element to IPM).*
- *The District has gone to more environmentally friendly products for bee and wasp control and has instituted a rigorous control system on the materials to ensure responsible and minimal use.*

C.9 Attachment 1

Santa Clara Valley Water District

SM



INVITATION TO BID NO. SR176976-TW

FOR

**Algae & Aquatic Weed Control
on District Ponds and Flood Control Facilities**

**Issued on
December 7, 2010**

**BIDS DUE:
TUESDAY, December 28, 2010 AT 3:00 PM**

**In the Office of the
Procurement, Warehouse Services and Contract Administration Unit
Santa Clara Valley Water District
5750 Almaden Expressway
San Jose, CA 95118**

**BID OPENING DATE:
Santa Clara Valley Water District
5750 Almaden Expressway, Room B-108
San Jose, CA 95123
December 28, 2010 at 3:30 – 4:30 PM**

**BUYER: Thomas Wilkus
(408) 408-265-2607 Extension 2246
twilkus@valleywater.org**

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SECTION I. NOTICE INVITING BIDS

The Santa Clara Valley Water District is seeking proposals from qualified firms to provide the following services to the District: Work under this contract consists of Algae & Aquatic weed control by mechanical removal or chemical treatment of District ponds as specified herein. Quotes shall be made for a rate per gallon applied for routine herbicide treatments and an hourly rate for equipment & labor for mechanical removal activities. This quote will be a maximum amount paid under this Contract. Quotes shall be made based on the rates specified in the bid matrix on the last page of this RFP. Payment will be based on the actual gallons or hours reported for labor and equipment and any extra work requested. Any change in rates applied which affect the cost per unit of work must be agreed upon by both parties in this agreement.

Work shall commence on or around April 1st and continue through October 15th, 2011. Additional work shall be on an on-call basis as needed. All additional work must be approved by a District Representative prior to the working taking place. The current contract agreement may be extended for two years for work during calendar years 2012 and 2013. The service may be canceled or continued upon 15 days notice in writing by the District, contingent upon the scope of work identified for the given work period.

SECTION II. INSTRUCTIONS TO BIDDERS

- A. **Preparation of Bid** - Bid shall be made on the Bid Form included in this Invitation to Bid. Bidder shall enter all requested information in the appropriate spaces on the Bid Form. No oral, telephone, facsimile or electronic bids will be accepted. All costs of bid preparation shall be borne by the bidder.
- B. **Examination of Bid Documents** - The Bid Documents consist of this Invitation to Bid, each and every document listed in the Table of Contents of the invitation, and any addenda which may be issued. Bidder shall thoroughly examine and be familiar with all Bid Documents. Submission of a bid shall constitute bidder's acknowledgment upon which the District may rely that bidder has thoroughly examined and is familiar with the Bid Documents. Failure or neglect of bidder to receive or examine all or part of the Bid Documents shall in no way relieve the bidder from any obligations with respect to this bid invitation or any resultant contract. No claim for additional compensation will be allowed which is based upon a lack of knowledge of any part of the Bid Documents.
- C. **Conformance to Bid Requirements** - Bid shall conform to the requirements of this Invitation for Bids. All requested attachments shall be submitted with the completed Bid Form and in the designated format. Failure to comply with all requirements may result in bid rejection.
- D. **Interpretation of Bid Documents and Addenda** - Should a bidder discover conflicts or ambiguity in the Bid Documents that require a decision or explanation, bidder may request an interpretation. Such a request shall be made in writing and delivered to the person identified on the cover page of this bid invitation no later than five (5) calendar days before the deadline for receipt of bids. Every interpretation made to bidders will be in the form of an Addendum issued by the District. Addenda, if issued, will be sent as promptly as possible to all parties that have been issued Bid Documents. Only properly issued Addenda shall be binding upon District; any oral and/or other form of interpretation or clarification will have no legal or contractual effect. Bidders shall acknowledge the receipt of Addenda on the Bid Form.
- E. **Protest Alleging Needlessly Restrictive Specifications** - Bidder may submit a protest alleging needlessly restrictive specifications no later than five (5) calendar days before the deadline for receipt of bids. The protest shall be in writing and delivered to the buyer identified on the cover page of this bid invitation by registered or certified mail or in person.

To be considered, the protest shall include a complete statement of the basis of the protest; the number and title of the applicable bid invitation; the name, address, and telephone number of the person representing the protesting party; and the desired relief, action or ruling.

- F. **Pre-Bid Conference/Site Walkthrough-** (Not needed).
- G. **Submission of Bid** - Bidder shall submit original (clearly marked 'Original') and one (1) copy (clearly marked 'Copy') of the completed Bid Form, together with any required attachments or explanatory materials, prior to the time and date set for receiving bids as stated on the cover page of this bid invitation or any modifying Addenda. All materials should be printed double-sided on paper with a minimum 30% post-consumer recycled content. If sending by U.S. Mail Bid shall be delivered in a sealed envelope **clearly marked with the applicable bid number** addressed to: Procurement, Warehouse Services and Contract Administration Unit
Santa Clara Valley Water District
5750 Almaden Expressway
San Jose, CA 95118

If sending via Federal Express or UPS same rules apply above, send to 5905 Winfield Blvd., San Jose, CA 95123

- H. **Modification or Withdrawal of Bids**
1. Before Date and Time for Receipt of Bids - Bids that contain mistakes discovered by a bidder before the date and time for receipt of bids may be modified or withdrawn by written notice to District's Purchasing Manager received prior to the deadline. Any modification shall be clearly identified as such and shall be made in writing, executed and submitted in the same form and manner as the original bid.
 2. After Date and Time for Receipt of Bids - A bidder may not modify its bid after the date and time set for receipt of bids. A bidder alleging a mistake in a bid may be permitted to withdraw its bid if bidder alleges that a mistake was made in its bid that made the price materially different than intended, provided that bidder gives written notice of the mistake and the manner in which it occurred to District's Purchasing Manager within five (5) calendar days following the deadline for receipt of bids and District's Purchasing Manager deems it to be in the best interest of the District.
- I. **Late Bids** - Bidder shall be responsible for the timely delivery of bid. Bids received after the deadline for receipt of bids shall not be accepted and shall be returned to the bidder unopened unless necessary for identification purposes.
- J. **Public Opening of Bids** - Each bid, irrespective of any defects or irregularities, that has been received prior to the deadline for receipt of bids, except those that have been properly withdrawn, will be publicly opened by a representative of the Procurement, Warehouse Services and Contract Administration Unit at the date and time announced for such opening. If one or more members of the public are present, the name and address of each bidder and the total amount of each bid will be read aloud at or shortly following the deadline for receipt of bids.
- K. **Bid to Remain Open** - The bidder shall guarantee its bid for a period of sixty (60) calendar days from the date of bid opening.
- L. **Non-Collusion Certification** - By submitting a bid, bidder is certifying that it has not directly or indirectly been collusive with any other bidder in the preparation and submission of the bid. If at any time it shall be found that the bidder to whom a contract has been awarded has, in presenting the bid, colluded with any other party or parties, said bidder shall be liable to the District for all loss or damage which the District has or may suffer as the result of the collusive activity, including, but not limited to, the cost of advertising and awarding a new contract.

- M. **Bid Evaluation** – The District’s buyer identified on the cover of this bid invitation will evaluate all bids received to determine if the bidder is responsive and responsible. A bidder will be deemed to be responsive if it has submitted a bid that conforms in all material respects to the requirements of the Bid Documents. A bidder will be deemed to be responsible if the bidder:
1. To have the ability, capacity, experience, skill and resources to provide the required goods in accordance with District specifications and within the time specified;
 2. To have the ability to deliver the goods in a safe and environmentally responsible manner.
 3. To be able to provide future maintenance, repair, parts and services for the use of the specified goods, if appropriate;
 4. To have complied with all applicable laws and regulations; and
 5. To have a record of satisfactory or better performance under prior contracts with the District and other entities.
- N. **Discrepancies in Bid Form** - If there are unit price bid items on the Bid Form and the total amount indicated for a unit price bid item does not equal the product of the unit price and quantity listed, the unit price shall govern, and the total amount for the bid item shall be adjusted accordingly. Likewise, if there is more than one bid item on the Bid Form and the total does not equal the sum of the bid items, the individual amounts of the bid items shall govern, and the total shall be adjusted accordingly.
- O. **Tie Bids** – In the event that an identical price is received from two or more responsive and responsible bidders, the District will determine the successful bidder in the following manner:
1. Determine if one of the bidders is certified as a “small business” by the California Department of General Service.
 2. If only one tie bidder is a small business, the contract will be awarded to that bidder.
 3. If both tie bidders are small businesses, determine if one of the bidders is a “local business” (principal business location is within the boundaries of the District).
 4. If only one bidder is a small local business, the contract will be awarded to that bidder.
 5. If both bidders are small local businesses, the contract will be awarded through the drawing of lots.
- P. **Contract Award** - Contract award will be made to the lowest responsive and responsible bidder(s). The acceptance of a bid will be evidenced by a written contract delivered to the successful bidder.
- Q. **Contract Documents** - Contract documents will consist of this bid invitation; its attachment(s) and addenda, if any; the successful bidder’s completed and signed Bid Form; the successful bidder’s proof of insurance coverage; and an executed Service Agreement (Attachment D).
- R. **Reservations** - The District reserves the right to:
1. Postpone the date and time announced for receipt of bids by issuance of an Addendum at any time prior to the deadline for receipt of bids;
 2. Reject any bid that is conditional in any way or that contains erasures, items not called for, items not in conformity with applicable law, changes, additions, alternate proposals, or any other modifications of the Bid Form which are not in accordance with the Bid Documents;
 3. Make any investigations deemed necessary to determine if a bidder is responsive and responsible;
 4. In the event that only one bid is received in response to this bid invitation, require the sole bidder to submit cost or pricing data to assist in determining if the price is reasonable;
 5. Reject any or all bids, including any bids that are found to be non-responsive or submitted by a bidder that is not responsible;
 6. Waive minor defects or irregularities in any bid, provided that the discrepancy does not affect the bid amount or give the bidder an advantage over others;
 7. Award a contract to a single bidder for the entire procurement or to multiple bidders by

line item, in groups, or in phases.

SECTION III. SPECIFICATIONS

- A. Overview of Required Services – The Contractor shall perform all work specified and must furnish all labor, materials, tools, equipment, transportation, insurance, and all incidentals necessary for the complete elimination of algae, floating and submersed aquatic weeds with mechanical methods or aquatic herbicides. The bid price shall include all such costs in the per unit bid price to accomplish the control herein.

The awarded Contract is nonexclusive and the District may employ or otherwise engage other persons to perform the same work in other areas of the County.

- B. Detailed Scope of Work – The Contractor shall treat all ponds on a 14-day cycle. Frequency of treatments may be increased or decreased by the District representative as needed. Treatment shall be made by boat and/or spray rig, depending on the size of pond and the area to be treated. An amphibious all terrain vehicle may be used which can transport itself between ponds in a recharge system. Ponds shall be treated in such a manner that aquatic organisms are not affected by the rapid decomposition of organic matter. Preventative methods such as dye and bacterial agent shall be used to prevent algae growth in the ponds. Treatment shall be made at recommended label rates by an operator certified in aquatic weed control with the California Department of Pesticide Regulation. All recommendations for chemical use shall be made by a licensed pest control advisor. Proof of licensing and certification shall be submitted with bid proposals.

Additional/Corrective Work Items

1. The District may request Contractor to apply herbicides to control aquatic weeds. An additional price per gallon applied shall be submitted for this activity. Contractor shall be responsible for posting or notification requirements, if any, of any product used.
2. The District may require mechanical harvesting of weeds and algae on any of the ponds within the scope of this contract. Bid prices submitted for this work item shall consist of an hourly rate for an operated harvester. Disposal of harvested materials shall be the responsibility of the contractor. A small H-4 harvester (or equivalent) **will** be required for many of the ponds.

Monitoring & Testing of Treated Waters

To maintain compliance with NPDES permits, the District shall perform any necessary testing of treated waters prior to, during and upon completion of treatment in situations where waters return to waters of the U.S. The District shall notify the contractor regarding which applications may require testing. It shall be the contractor's responsibility to notify District of any changes in schedule which may affect the testing and monitoring schedule.

STANDARD OF WORK

The Contractor shall make pesticide applications in a professional manner insuring the correct measurement of chemical, spill precautions, employee safety gear, usage report to the Santa Clara County Agricultural Commissioner, and detailed records of application conditions are made. Contractor is responsible for any fish, amphibian, or water fowl kill and/or drift damage to non target plants as a result of improper application.

Research and field experience have shown that an integrated approach for controlling undesirable aquatic vegetation provides the best long term method.

Incorporating Integrated Pest Management (IPM) practices is an important goal of the Santa Clara Valley Water District. For weed and algae control several techniques are being implemented to accomplish this goal:

1. Biological control: in this approach beneficial microorganisms such as bacteria and enzymes (Lipase, Protease, Amylase and Cellulase) are introduced to the ponds for the suppression of algae growth. These microorganisms are designed to work on ponds' mucky bottoms which quickly begin digesting leaf litter, dead algae cells, grass clippings, dead plant matter and other components commonly found in ponds and lakes muck sediment.
2. Mechanical control: weed and algae are harvested mechanically by aquatic harvesters which can both cut and collect aquatic plants at the same time. Cut plants and algae are then removed from the water by a conveyor belt system and stored on the harvester until disposal.
3. Physical control: by shading ponds with non-toxic dyes that are specifically designed to screen or shade portions of the sunlight spectrum (red-orange and blue-violet) required by underwater aquatic plant and algae growth. This action effectively inhibits photo-synthesis of various submersed plant species, and may prevent development of these plants altogether, if applied early enough in the season.
4. Chemical control: Fluridone a systemic herbicide is used for the control of noxious and nuisance plant species. Aquatic herbicides in general, are very effective management options for controlling invasive aquatic vegetations and often used as step in a long-term integrated control program.

LOCATION OF WORK

Properties requiring algae control are all owned by the District. Maps showing the location of work shall be included with the awarded contract. Any requests for maps shall be made with Mr. Bob Furtado at extension 3868.

KEYS

Access to most District properties is restricted by locked gates. Keys will be available after the Notice of Commencement of Work is received by the Contractor. Keys are available at the District Maintenance Office at 5750 Almaden Expressway, San Jose, California. All keys shall be returned at the termination of the Contract.

DAMAGE

The Contractor shall be responsible for any damage to landscaping, irrigation systems, driveways, sidewalks, curbs, fence lines, or any sign marker or structure on District lands or adjoining properties. Any damage incurred by the District or adjoining property owner will be repaired in kind by the Contractor or an amount equal to the cost of repair or replacement shall be paid by the Contractor to the damaged party. It shall be the Contractor's responsibility to interpret the scope of work from the facilities list and location maps supplied. The Contractor shall also be responsible for monitoring all actions of their personnel and equipment. If the Contractor is unsure of the scope of work, it is his/her responsibility to contact Mr. Bob Furtado at (408) 265-2607, extension 3868 (Cell Phone-408-529-7962), for clarification.

RECORDS

The Contractor shall provide a written bi-weekly schedule prior to work commencement. The Contractor shall for each day and each different pond, keep written records of the date, hours, area treated, operator, and equipment used. Contractor shall provide a monthly pesticide use report on the first week of the following months' application. These records should also note any damage made by the Contractor. Contractor shall be responsible for maintaining a data base of work performed for the duration of the

contract and submit a final report at the end of the season. Information in this data base must be kept for four (4) years after the completion of the application season.

MEASUREMENT AND PAYMENT

Progress payments will be made based on the monthly invoices supplied by the Contractor showing actual gallons used for chemical control or hours for harvesting. All invoices will be checked by field measurements by the District. Any extra work beyond that listed in this Contract shall be treated at the same Contract unit price after notification by the District.

CONTRACT MONITORING

The District representative shall meet with the Contractor's representative every other week. The time and location shall be agreed upon by both parties. The Contractor shall provide a written bi-weekly schedule prior to work commencement. Any variance to the schedule must be agreed upon prior to the work being done with the District representative.

DRAFT

**MASTER LIST OF PERCOLATION PONDS
REQUIRING ALGAE TREATMENT & AQUATIC WEED CONTROL**

Facility	Number of Ponds	Total Surface Acreage
* Alamitos Percolation System	2	15 acres
Guadalupe Percolation System	4	54 acres
Oka Lane Percolation System	4	17 acres
Main Avenue Percolation System	5	6 acres
McGlincey Percolation System	6	7.5 acres
Page Percolation System	8	8 acres
Penitencia Percolation Ponds (Includes Helmsley System)	8	14 acres
Budd Avenue Percolation Ponds	3	7 acres
Kooser Percolation System	4	2 acres
Los Capitancillos Percolation System	11	63 acres
Sunnyoaks Percolation System	4	3 acres
McClellan Road Percolation System	2	2.5 acres
San Pedro Percolation System	7	20 acres
** Church Percolation System	3	42 acres
		261 acres

*Pond treatments must be completed prior to 7:30 a.m.

** Church Ponds are seasonal depending on water availability.

Matrix of Application Types and Costs Per Gallon or Pound Applied.

Price per Unit is all inclusive and contains cost of labor, equipment, materials, CA Sales & CA Mill Tax's and administrative costs.

Product Name	Aquatic Dye (or approved equivalent)	Sonar	Bacterial Agent (for Algae Control)
APPLICATION COST (Per Gallon Applied)			
APPLICATION COST (Per Pound Applied)			

Daily Rate of Operated H-4 Harvester (Including Delivery and Removal)	Per Yard Cost of Disposal for Vegetative Debris
\$	\$

Daily Rate of Operated Aquamog with Attachments	\$
Daily Rate of Operated Airboat	\$
Hourly Rate for Certified Applicator for Pesticide Application work	\$

***Note: All Daily Rates include Delivery, Setup and Removal Costs**

- C. Contract Term - The initial contract period is one year, beginning on **1/01/2011** unless terminated sooner. Upon mutual agreement, the parties may extend the contract for up to two additional one-year periods. Such extensions shall be in writing and shall conform to the prices, terms, and conditions of the initial contract period unless modified in accordance with the provisions of the original contract. Should mutual agreement not be reached, the District reserves the right in its sole discretion to extend the contract for a maximum of one calendar month beyond any term and shall so promptly notify contractor in writing. All contracts are subject to the appropriation of funds by the District's Board of Directors.
- D. Contractor Qualifications –State of California Contractor License
- E. District's Responsibilities – The District assumes no responsibility whatsoever for loss or damage of equipment owned or operated by the contractor, their agents or employees, nor does the District assume responsibility as to the condition of the parcels to be abated (i.e., obstacles visible or otherwise).
- F. District's Project Manager – Suzanne Remien
- G. Insurance Requirements - The successful bidder(s) shall comply with the District insurance requirements as set forth in Attachment B to this bid invitation.
- H. Prevailing Wage Rates - Pursuant to Sections 1770, 1771 and 1774 of the California Labor Code, contractor shall pay not less than the prevailing rate of per diem wages as determined by the Director of the State of California Department of Industrial Relations.

Bidders shall promptly notify the buyer identified on the cover page of this bid invitation, in writing, about all labor classifications not listed in the prevailing wage determinations but necessary for the performance of the work described in the bid documents.

Contractor and each approved subcontractor shall keep accurate payroll records and comply in all respects with Labor Code Section 1776, including the timely response to written notices requiring copies of such records. In the event contractor or any subcontractor fails to comply within the ten (10) day period, that bidder or subcontractor shall forfeit twenty-five dollars (\$25.00) for each calendar day, or portion thereof, for each worker until strict compliance is effectuated.

- I. Safety Qualification Packet – To be considered, bidder shall complete the Safety Qualification Packet (Attachment C) included in this bid invitation. District reserves the right to reject a bid at its discretion, based upon information provided in bidder's completed packet.

SECTION IV. TERMS AND CONDITIONS

- A. Nomenclature
 - 1. As used throughout this bid invitation and its attachments the following terms are synonymous:
 - a. "Supplier", "vendor", "contractor", "successful bidder" and "selected bidder".
 - b. "Contract", purchase order and "agreement".
 - c. "Services", "work", and "project".
 - 2. "The District" refers to the Santa Clara Valley Water District.
- B. Terms and Conditions – A sample Service Agreement is attached to this bid invitation (Attachment A). The terms and conditions relative to any contract resulting to this bid invitation will be similar those set forth in the attached sample although modified to reflect the procurement described in this bid invitation.

SECTION V. INSTRUCTIONS FOR COMPLETION OF BID FORM

- A. **Entries on Bid Form** - All entries shall be printed in ink or shall be typewritten.
- B. **Corrections** - Corrections shall be initialed in ink by the person signing the bid.
- C. **Bid Pricing** - Bid pricing shall be complete, including all costs for labor, supervision, methods or processes, implements, tools, machinery, equipment, transportation and materials required to complete the work described in the Bid Documents.
- D. **Additional Information** - All requested information must be provided. If necessary, bidder may attach additional sheets clearly cross referenced to the applicable bid item number. However, unnecessarily lengthy responses are discouraged.
- E. **Addenda** - Bidder shall indicate the number and date of all addenda received by bidder
- F. **Attachments**- Bidder shall submit the following attachments with the Bid Form, Attachment B, C, and D.

BID FORM
FOR Algae & Aquatic Weed Control on District Ponds and Flood Control Facilities

The undersigned bidder hereby offers to perform the required services for the following price(s) in strict compliance with the specifications, terms and conditions set forth in this bid invitation.

Item No.	Description	Bid Pricing
----------	-------------	-------------

Price per Unit is all inclusive and contains cost of labor, equipment, materials, CA Sales & CA Mill Tax's and administrative costs.

Product Name	Aquatic Dye (or approved equivalent)	Sonar	Bacterial Agent (for Algae Control)
APPLICATION COST (Per Gallon Applied)			
APPLICATION COST (Per Pound Applied)			

Daily Rate of Operated H-4 Harvester (Including Delivery and Removal)	Per Yard Cost of Disposal for Vegetative Debris
\$	\$

Daily Rate of Operated Aquamog with Attachments	\$

Daily Rate of Operated Airboat	\$
Hourly Rate for Certified Applicator for Pesticide Application work	\$

***Note: All Daily Rates include Delivery, Setup and Removal Costs**

ADDITIONAL INFORMATION

1. Company Name _____
 2. Address from which service will be provided:

 3. Number of Years Providing the Specified Service _____
 4. Business Organization (Check One):
 Individual Proprietorship
 Partnership
 Corporation
 Other _____
- If incorporated, provide the following information:
- Date of incorporation _____ **State** of incorporation _____
- Names and Titles of All Officers and Directors _____

- If an individual or partnership, provide the following information:
- Formation date of Company _____
- Name and address of all partners, indicating whether they are general or limited partners:

5. List the names and qualifications of the key personnel who will perform work under this contract as well as their roles in relation to this contract

 6. California Contractor's License Number _____ License Type _____
 7. Indicate whether bidder has ever failed to complete any contract awarded to it. If so, note when, where and why.

Attach additional sheets, if necessary.

8. Indicate whether bidder has been or is the subject of a bankruptcy or insolvency proceeding or subject to assignment for the benefit of creditors.

9. List subcontractors, if any, who will perform work under this contract. Attach additional sheets, if necessary.

A. Company _____

Location _____

Describe work to be subcontracted _____

B. Company _____

Location _____

Describe work to be subcontracted _____

C. Company _____

Location _____

Describe work to be subcontracted _____

10. List three organizations for whom bidder performed similar services of a similar scope in the last three years.

A. Organization _____

Location _____

Contact Person _____ Telephone Number _____

Describe work performed by bidder _____

Date work was performed _____

B. Organization _____

Location _____

Contact Person _____ Telephone Number _____

Describe work performed by bidder _____

C. Organization _____

Location _____

Contact Person _____ Telephone Number _____

Describe work performed by bidder _____

ADDENDA

Bidder acknowledges receipt of the following Addenda:

Number _____ Date _____

Number _____ Date _____

Number _____ Date _____

SIGNATURE

Signature _____ Title _____

Name (printed or typed) _____ Date _____

Telephone Number _____ Fax Number _____

Tax ID Number _____ Email _____

Attachment A
Purchase Order
Santa Clara Valley Water District
Standard Terms and Conditions for the Purchase of Services

UNLESS OTHERWISE EXPRESSLY AGREED IN WRITING, THE PURCHASE ORDER IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. Offer and Acceptance: The Purchase Order is an offer by the Santa Clara Valley Water District ("District") to enter into a contract; and any of the following acts constitute Contractor's acceptance of the Purchase Order and all terms and conditions stated therein: (a) Contractor's commencement of work or (b) Contractor's acceptance of any payment from District.

2. Prices: All rates and/or prices itemized in the Purchase Order are firm and not subject to escalation unless so stated on the face of the Purchase Order. Contractor represents and warrants that all rates and/or prices itemized in the Purchase Order are at least as low as those currently being quoted by Contractor to commercial or government users for the same work of similar scope under similar circumstances.

3. Taxes: This purchase is subject to all applicable California sales and use taxes.

4. Terms of Payment: Full payment shall be made within thirty (30) days from the date of receipt of invoice or acceptance of work, whichever occurs last. If District is entitled to a cash discount, the period of computation shall commence on the date of receipt of invoice or acceptance of work by District, whichever occurs last. Partial payments may be made with District's concurrence at no less than monthly intervals. District shall endeavor to pay each invoice within thirty (30) days, but shall not be responsible to Contractor for additional charges, interest or penalties due to failure to pay within that period.

5. Time for Performance: Time is of the essence in the performance of the Purchase Order. If service cannot be performed at the specified time, Contractor shall promptly notify District of the earliest possible date for performance of the service. Notwithstanding such notice, if Contractor, for any reason whatsoever, fails to perform the work within the time specified, District may terminate the Purchase Order or any part thereof without liability except for work previously performed and accepted.

6. Warranty: Contractor warrants that the work performed under the Purchase Order complies with all specifications and that workmanship and materials are free from defects. If any portion of the work has not been completely described in the Purchase Order, it shall comply with nationally recognized codes and established industry standards. Contractor agrees that the aforementioned warranties shall be in addition to any warranties provided by law or offered by Contractor. In addition to any other right District may have, if any work is found not to be in compliance with specifications or if workmanship and/or materials are found to be defective within ninety (90) days after the conclusion of performance of the work, Contractor shall, at District's option, either refund to District the amount paid for the work or perform the work again in a proper manner to the extent necessary to provide District with the result originally contemplated.

7. Independent Contractor Status: Contractor is acting as an independent contractor in performing the work required by the Purchase Order and is not an agent or employee of District. Nothing in the Purchase Order shall be interpreted or construed as creating or establishing the relationship of employer and employee between District and Contractor. Contractor is responsible for paying all required state and federal taxes.

8. Use of Subcontractors: Contractor shall perform the work with its own employees under its immediate supervision and shall not subcontract any portion of the work unless approved by District in advance in writing.

9. Discrimination: Contractor shall strictly adhere to all state and federal laws with respect to discrimination in employment and shall not discriminate against any individual on the basis of race, color, religion, gender, sexual orientation, marital status, national origin, age or disability.

10. Compliance with Laws: (a) Contractor shall comply with all applicable governmental laws, ordinances, codes, rules, regulations, programs, plans, and orders in the performance of work under the Purchase Order.

(b) Contractor shall obtain and maintain throughout the life of the Purchase Order all permits and licenses required in connection with the work to be performed and shall provide copies of such permits and licenses to District, upon request.

11. Extra or Additional Work and Changes: Contractor shall perform no extra or additional work or alter or deviate from the work specified in the Purchase Order unless agreed in writing by District. Extra work to which District has not agreed in advance in writing will not be compensated by District.

12. Change Orders: District shall have the right to revoke, amend, or modify the Purchase Order at any time by issuance of a written Change Order. No verbal revocations, amendments or modifications shall be held binding on District; and District is not required to compensate Contractor for services not authorized in advance by written Change Order. Contractor's receipt of District's written Change Order without response received by District within ten (10) days or Contractor's performance of work reflecting the change, whichever occurs first, shall constitute Contractor's acceptance of the change without any price or other adjustment.

13. Indemnification: Contractor shall indemnify, defend and hold harmless District and its officers, officials, employees and volunteers from and against all claims, damages, losses and expenses, including attorney fees, arising out of the performance of the services described in the Purchase Order, caused in whole or in part by any negligent act or omission of Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of

them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of District.

14. Assignment: Contractor shall not delegate or subcontract any duties or assign any rights or claims under the Purchase Order without District's prior written consent.

15. Termination: The Purchase Order may be terminated by mutual consent of both parties or by District at its discretion. District may cancel the Purchase Order at any time with written notice to Contractor, stating the extent and effective date of termination. Upon receipt of this written notice, Contractor shall stop performance under the Purchase Order as directed by District. If the Purchase Order is so terminated, Contractor shall be paid in accordance with the terms of the Purchase Order for work performed and accepted.

16. Breach of Contract: Should Contractor breach any of the provisions of the Purchase Order, District reserves the right to cancel the Purchase Order upon written notice to Contractor and obtain such services from another source. If a greater price than that named in the Purchase Order is paid for such services, the excess price shall be charged to and collected from the Contractor.

17. Governing Law; Public Records: The Purchase Order shall be governed by and construed in accordance with the laws of the State of California as interpreted by the California courts, and any litigation arising out of the Purchase Order shall be conducted in the courts of the State of California. California law requires that the contents of the Purchase Order be open to inspection and copying by the public.

18. Force Majeure: Neither party to the Purchase Order shall be held responsible for delay or default caused by fire, riot, acts of God, and/or war which is beyond that party's reasonable control. District may terminate the Purchase Order upon written notice after determining such delay or default will reasonably prevent successful performance of the Purchase Order.

19. Entire Agreement: The Purchase Order, which includes any and all additional documents incorporated therein by reference, sets forth the entire agreement between Contractor and District with respect to performance of the work.

20. Exceptions to District's Terms and Conditions: If Contractor objects to any term or condition set forth in the Purchase Order, this objection must be in writing and received by District's buyer identified on the Purchase Order prior to Contractor's commencement of the work. Notwithstanding such notice, waiver or modification of any term or condition shall occur only if agreed in writing by District.

April 1, 2010

Attachment B
SANTA CLARA VALLEY WATER DISTRICT
INSURANCE REQUIREMENTS

Prior to providing any services or goods to the District, Bidder must, at its sole cost and expense, procure and maintain throughout the contract term, including extension(s), the insurance coverage(s) indicated in this Insurance Requirements document. Those which have an "X" indicated in the space before the insurance are required to be procured and maintained by the Bidder.

X **Commercial General/Business Liability Insurance** with coverage as indicated:

- \$1,000,000** per occurrence/**\$1,000,000** aggregate limits for bodily injury and property damage
- \$1,000,000** per occurrence / **\$2,000,000** aggregate limits for bodily injury and property damage
- X** **\$2,000,000** per occurrence / **\$2,000,000** aggregate limits for bodily injury and property damage
- \$ _____ per occurrence
- \$ _____ aggregate limits for bodily injury and property damage
- Coverage for **X,C,U** hazards **MUST** be evidenced on the Certificate of Insurance
- If the standard ISO Form wording for "OTHER INSURANCE", or other comparable wording, is not contained in Bidder's liability insurance policy, an endorsement must be provided that said insurance will be primary insurance and any insurance or self-insurance maintained by District, its Directors, officers, employees, agents or volunteers must be in excess of Bidder's insurance and must not contribute to it.
- The policy must provide coverage or be endorsed to provide coverage for pollution liability or evidence of separate pollution liability coverage with \$1,000,000 per occurrence and aggregate limits must be provided. In either case, there must be no known impairment of the policy limits for the pollution coverage.

Auto Liability Insurance with coverage as indicated:

- X** **\$1,000,000** combined single limit for bodily injury and property damage
- \$ _____ per person / \$ _____ per accident for bodily injury
- \$ _____ per occurrence for property damage
- \$ _____ combined single limit for bodily injury and property damage

Professional/Errors and Omissions Liability with coverage as indicated:

- \$1,000,000** per claim/ **\$1,000,000** aggregate
- \$1,000,000** per claim/ **\$2,000,000** aggregate
- \$ _____ per claim/ \$ _____ aggregate

X **Workers' Compensation Insurance (if contractor has employees)**

- X** Including \$1,000,000 each accident Employers' Liability (Part B) coverage

**SANTA CLARA VALLEY WATER DISTRICT
INSURANCE REQUIREMENTS**

X Additional Insured Endorsement(s) for Commercial General/Business Liability coverage naming the **Santa Clara Valley Water District, its Directors, officers, employees and agents** as additional insured.

(NOTE: additional insured language on the Certificate of Insurance is **NOT** acceptable without a separate endorsement such as Form CG 20 10)

Prior to providing any services or goods to the District, the Bidder is required to do the following: Bidder must provide its insurance brokers(s)/agent(s) with a copy of these requirements and warrants that these requirements have been reviewed by Bidder's insurance broker(s)/agent(s).

The Bidder's broker/agent must do the following:

1. As instructed by the client to comply with the requirements of this document and therefore procure the insurance coverage required and provide Certificates of Insurance complete with any and all required endorsements to: **Santa Clara Valley Water District, 5750 Almaden Expressway, San Jose 95118, Attention: Business Resources.**
2. Included on the certificate of insurance must be one or more of the following:
 - The name of the project
 - The contract or file number
3. The Certificate of Insurance **MUST** provide **30 days notice of cancellation (10 days notice for non-payment of premium)**. **NOTE:** the following words must be crossed out or deleted from the standard cancellation clause: "endeavor to..." AND "...but failure to mail such notice will impose no obligation or liability of any kind upon the company, its agents or representatives."
4. Copies of any required endorsements affecting coverage must be sent to the District. The endorsements must be signed by a person authorized by the insurer to bind coverage on its behalf. *THE CERTIFICATES AND REQUIRED ENDORSEMENTS MUST BE RECEIVED BY THE DISTRICT PRIOR TO CONTRACT ISSUANCE.*
5. In the event of a claim or dispute, the District has the right to be provided complete certified copies of all required pertinent insurance policies including endorsements required by this document.

Note: with respect to all coverage's noted above, the following additional requirements apply:

- The Bidder's insurance must be primary with respect to any other insurance which may be carried by Santa Clara Valley Water District.
- The insurance procured by Bidder for the benefit of Santa Clara Valley Water District will not be deemed to release or limit any liability of Bidder. Damages recoverable by Santa Clara Valley Water District for any liability of Bidder will, in any event, not be limited by the amount of the required insurance coverage.

If you have any general questions, please call the Project Manager. If your insurance broker has any questions, please have him/her call David Cahen, District Risk Management Administrator at (408)265-2607, extension 2213.



CONTRACTOR SAFETY QUALIFICATION PACKET

DOCUMENT NO.: F640D18
 REVISION: A
 EFFECTIVE DATE: April 7, 2010
 PROCESS OWNER: Larry Lopez

Page 1 of 8

Downloaded or printed copies are for reference only. Verify this is the current version prior to use. See the District website for released version.

COMPANY DATA

1. **Company Name:** _____

Subsidiary/Division of: _____

Local Address: _____

Headquarters Address:
(If different from local) _____

2. **Contact Name/Title:** _____

Telephone No.: _____

FAX No.: _____

Local Address: _____

3. **Form of Company Ownership:** Sole Proprietorship
 Partnership
 Corporation State: _____

Date Company Established: _____

Name or Names Company Has Previously Operated Under:

4. **Total No. of Employees:** _____



CONTRACTOR SAFETY QUALIFICATION PACKET

DOCUMENT NO.: F640D18
REVISION: A
EFFECTIVE DATE: April 7, 2010
PROCESS OWNER: Larry Lopez

COMPANY HISTORY

1. Job History With Santa Clara Valley Water District (Give date and brief description for past three years):

2. Please provide references for your last three jobs of similar type and scope as the work proposed by Santa Clara Valley Water District:

	COMPANY	CONTACT	PHONE NO.
1)			
2)			
3)			

Briefly describe the type and scope of work performed:

- 1) _____
- 2) _____
- 3) _____



CONTRACTOR SAFETY QUALIFICATION PACKET

DOCUMENT NO.: F640D18
REVISION: A
EFFECTIVE DATE: April 7, 2010
PROCESS OWNER: Larry Lopez

SECTION A. WORKERS' COMPENSATION INSURANCE — EXPERIENCE MODIFICATION RATE (EMR)

1. Please obtain from your insurance agent/broker/carrier your intrastate EMRs for the last three rating periods. If you do not have an intrastate rating, obtain your interstate EMRs. Then complete the following data and check the appropriate box for intrastate or interstate EMR.

	POLICY YEAR	MODIFICATION RATE
Current EMR		
1 Year Ago		
2 Years Ago		
Rating Type: <input type="checkbox"/> Intrastate <input type="checkbox"/> Interstate		
By initialing here, I certify that this company does not have an EMR: _____ (You must submit a copy of your company's Loss Runs for the last three years if your company does not have an EMR.)		
Is your company self-insured for Workers' Compensation Claims?		
<input type="checkbox"/> Yes. If yes, please attach a copy of the latest Annual Report to the State of California Department of Industrial Relations and/or State of California Certificate of Self-Insurance.		
<input type="checkbox"/> No		

2. Anniversary Rating Date: _____ Rating Bureau File No.: _____

3. Name of Your Company's Workers' Compensation Carrier: _____

SECTION B. OSHA/LOST WORKDAY INCIDENCE RATES

To answer the following questions, utilize data obtained from your company's OSHA 300 "Log and Summary of Occupational Injuries and Illnesses," or Workers' Compensation Loss Run (if your company has 10 or fewer employees).

ALL COMPANIES HAVE DATA TO REPORT, AND MUST COMPLETE THIS SECTION.

1. **Industry Comparison Information (NAICS Code):** _____
 (The North American Industry Classification System [NAICS] has replaced the U.S. Standard Industrial Classification [SIC] system.)

2. **What was your company-wide OSHA Total Case Incident Rate* (recordable cases) for the last three years?**

YEAR	NO. OF CASES	CO. HOURS ***	RATE
2006			
2007			
2008			

3. **What was your company-wide Lost Workday Case Incidence Rate** (recordable cases with lost workdays or restricted duty) for the last three years?**

YEAR	NO. OF CASES	CO. HOURS ***	RATE
2006			
2007			
2008			

INFORMATION TO AID IN COMPLETING SECTION B. 2 AND 3:

* OSHA Total Case Incidence Rate =
$$\frac{\text{Total No. of Recordable Cases} \times 200,000}{\text{Company Man-Hours}}$$

** Lost Workday Case Incidence Rate: =
$$\frac{\text{No. of Lost Workday Cases} \times 200,000}{\text{Company Man-Hours}}$$

*** Co. Hours = Hours worked by all employees on the Company payroll in the applicable calendar year.

- Do not use the number of lost workdays in these three calculations.
- Rates are not a "%," nor should the number be similar to "0.00024."
- To verify your calculations for a given year, check your math as follows:
 Lost Workday Case Rate + No Lost Workday Case Rate = Total Case Incidence Rate



CONTRACTOR SAFETY QUALIFICATION PACKET

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SECTION C. OSHA CITATION (VIOLATION) HISTORY

Has your company received any "serious," "willful," "repeat," or "failure to abate" OSHA violations (citations) within the past sixty (60) months, beginning immediately prior to submittal of this questionnaire? This question **includes** such citations if they have been appealed or contested, but have not yet been resolved. If yes, check "Yes" below and submit copies of all citations and descriptions of abatement actions, your company Injury and Illness Prevention Program and Code of Safe Practices, **and** your OSHA 300 Log and Summaries for each of the last three years.

- Yes. If yes, list total number of citations (violations) by type per year in the table below.
- No.

YEAR	SERIOUS	WILLFUL	REPEAT	FAILURE TO ABATE	TOTAL



**CONTRACTOR SAFETY QUALIFICATION
PACKET**

DOCUMENT NO.: **F640D18**
 REVISION: **A**
 EFFECTIVE DATE: **April 7, 2010**
 PROCESS OWNER: **Larry Lopez**

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**SECTION D. SAFETY POLICIES AND PROCEDURES
(18 QUESTIONS)**

No.	QUESTIONS	YES	NO	POINTS
1.	Injury and Illness Prevention Program. Does your company have an effective, written Injury and Illness Prevention Program (IIPP) in accordance with 8CCR §1509 and §3203? [LC §6401.7]	<input type="checkbox"/>	<input type="checkbox"/>	20
2.	Does your company have a safety policy statement endorsed by top management? [LC §6401]	<input type="checkbox"/>	<input type="checkbox"/>	2
3.	Does your on-site safety representative have sufficient authority to implement changes and implement corrective action? [LC §6401.7(a)(7)]	<input type="checkbox"/>	<input type="checkbox"/>	2
4.	Does your company have a disciplinary action program that includes provisions for acting on safety and health issues of your employees (and subcontractors, if applicable), and is the program enforced? [LC §6401.7(a)(6)]	<input type="checkbox"/>	<input type="checkbox"/>	2
5.	Does your company have a safety incentive program effective in reducing occupational injuries and illnesses? [8 CCR §3203(a)(2)]	<input type="checkbox"/>	<input type="checkbox"/>	2
6.	Do your company safety and health policies, procedures, and subcontract agreements address minimum safety requirements in accordance with OSHA and Owner requirements for suppliers, and vendors and subcontractors? [LC §6401.7(h)]	<input type="checkbox"/>	<input type="checkbox"/>	4
7.	Does your company have a comprehensive Hazard Communication Program that (a) details locations for Material Safety Data Sheets (MSDS) and (b) contains provisions for multi-employer job sites? [8 CCR §5194]	<input type="checkbox"/>	<input type="checkbox"/>	10
8.	Do you conduct ongoing job site safety and health inspections, and are the inspection records kept on file and available for review? [LC §6401.7(A)(2)]	<input type="checkbox"/>	<input type="checkbox"/>	12
9.	Are the inspection records and written evidence that safety and health concerns have been reviewed and corrective action taken maintained and available for review? [LC§6401.7(b) and (D)]	<input type="checkbox"/>	<input type="checkbox"/>	4
10.	Safety Reviews/Hazard Analysis. Are all critical (hazardous) job activities identified and Job Safety Analysis' (JSA, a.k.a. Job Hazard Analysis, or JHA) conducted by your company (and subcontractors, if applicable)? [LC§6401.7(A)(5)]	<input type="checkbox"/>	<input type="checkbox"/>	6
11.	Are the procedures for critical (hazardous) job activities written and reviewed with all employees (including subcontractor employees)? [LC 6401.7(a)(5)]	<input type="checkbox"/>	<input type="checkbox"/>	2



**CONTRACTOR SAFETY QUALIFICATION
PACKET**

DOCUMENT NO.: F640D18
 REVISION: A
 EFFECTIVE DATE: April 7, 2010
 PROCESS OWNER: Larry Lopez

No.	QUESTIONS	YES	NO	POINTS
12.	Accident/Incident Investigation and Analysis. Does your company have a written accident/incident investigation procedure in which: (a) all accidents/incidents (including those of subcontractors, if applicable) are investigated to determine their root cause, and (b) corrective action is taken by site supervision and management, and (c) written investigation and corrective action records are available for review? [8CCR §3203(a)(5) and (b)]	<input type="checkbox"/>	<input type="checkbox"/>	4
13.	Are reports completed for "near miss" incidents that might have caused serious injury, property, or equipment damage? [LC §6403(b)]	<input type="checkbox"/>	<input type="checkbox"/>	2
14.	Emergency Response. Does your company have a comprehensive written emergency response plan (i.e., fire, toxic spills, bomb threats, natural disasters, crowd and traffic control, and media relations) for job sites; and do all employees (including subcontractor employees, if applicable) receive project-specific emergency response training? [8 CCR §3220(a) and (e)]	<input type="checkbox"/>	<input type="checkbox"/>	4
15.	Substance Abuse Control Program. Does your company have a written Substance Abuse Program? [LC §6403]	<input type="checkbox"/>	<input type="checkbox"/>	2
16.	Do you require your subcontractors of all tiers to have a Substance Abuse Program? [LC §6403]	<input type="checkbox"/>	<input type="checkbox"/>	2
17.	Employee Training. Does your company ensure that all employees (including subcontractor employees) are trained in accordance with your company's written training plan, and (a) are competent to perform the work required, and (b) that job tasks requiring specific training and/or certification are performed by employees having the appropriate training documentation and certificates, and the documentation is maintained and available for review? [LC §6401.7(c) and (d)]	<input type="checkbox"/>	<input type="checkbox"/>	10
18.	Is documentation on file and available for review to verify that training and safety meetings for your company (and subcontractors, if applicable) have been completed? [LC §6401.7(c) and 8CCR §1509(e)]	<input type="checkbox"/>	<input type="checkbox"/>	10

 CONTRACTOR SAFETY QUALIFICATION PACKET	DOCUMENT NO.: F640D18 REVISION: A EFFECTIVE DATE: April 7, 2010 PROCESS OWNER: Larry Lopez
	Page 8 of 8

CONTRACTOR CERTIFICATION STATEMENT

NOTE: The Santa Clara Valley Water District reserves the right to request any and all documentation necessary to verify responses submitted in Sections A, B, C, and D of this Contractor Safety Qualification Packet.

I certify that the information contained herein is true and correct to the best of my knowledge and that no attempt has been made to give false, omissive, or misleading information. I further certify that I shall comply with the safety qualification requirements for any and all subcontractors my company shall employ for any Santa Clara Valley Water District project and I certify under penalty of perjury under the laws of the State of California that these subcontractors meet the safety standards and all other Santa Clara Valley Water District requirements prior to contracting with them for use on any Santa Clara Valley Water District project.

If sending the document via e-mail, fill in the "Printed/Typed" line with the name of the authorized agent for the company. The document is considered signed and valid if transmitted via the signatories e-mail address.

Signed: _____
 Printed/Typed: _____
 Title: _____
 Date: _____

CHANGE HISTORY		
DATE	REVISION	COMMENTS
4/7/10	B	Change years on page 4, sections B.2 and B.3 from 2005-2006-2007 to 2006-2007-2008.

Attachment D

	SHORT FORM CONTRACT FOR TECHNICAL/PROFESSIONAL SERVICES	DOCUMENT NO.: F741D19
		REVISION: A
		EFFECTIVE DATE: October 5, 2010
		PROCESS OWNER: Melanie Richardson
Page 1 of 1		

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Upon acceptance of service (and associated deliverables) by the Santa Clara Valley Water District, please mail invoice to the following address for payment: Name of District Unit: _____ Address _____ City, State & Zip Code _____ Invoice must show contract number, itemized expenses, service dates, and vendor name, address, and phone number.		Contract No.: _____ Social Security No. or Taxpayer ID No. of Service Provider: _____		
1. The parties to this agreement are: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> Santa Clara Valley Water District (hereinafter referred to as the "District") </td> <td style="width: 50%; border: none;"> Service Provider's Name: _____ (hereinafter referred to as the "Service Provider") </td> </tr> </table>			Santa Clara Valley Water District (hereinafter referred to as the "District")	Service Provider's Name: _____ (hereinafter referred to as the "Service Provider")
Santa Clara Valley Water District (hereinafter referred to as the "District")	Service Provider's Name: _____ (hereinafter referred to as the "Service Provider")			
2. The agreement term is from _____ through _____				
3. The maximum amount payable under this agreement is \$ _____ Please mark the applicable payment term: <input type="checkbox"/> One Time Payment of _____ <input type="checkbox"/> Hourly Rate of _____ per hour. <input type="checkbox"/> Other: _____				
4. Service Provider agrees to furnish all labor, equipment, and materials necessary to perform the services described herein and agrees to comply with the terms and conditions below which are made a part hereof by this reference. <input type="checkbox"/> Check here to acknowledge that you attached a document that outlines in exact detail what is to be done by the Service Provider, where it is to be done and include work specifications, if applicable.				
5. This agreement incorporates by this reference, the District's Purchase Order Standard Terms and Conditions for Services.				
<i>In witness whereof, this agreement has been executed by the parties identified below.</i>				
SANTA CLARA VALLEY WATER DISTRICT		SERVICE PROVIDER		
Name of District Business Unit: Darryl Williams		Service Provider's Name (If other than an individual, state whether a corporation, partnership, etc.):		
BY (Authorized Signature): _____	Date Signed: _____	BY (Authorized Signature) _____		
Printed Name and Title of Person Signing: Procurement, Warehouse Services and Contract Administration Unit Manager		Printed Name and Title of Person Signing:		
Address: 5750 Almaden Expressway, San Jose, CA 95118		Address:		

C.9 Attachment 2

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1. PURPOSE AND SCOPE

This defines District policies and procedures for pesticide approval, purchasing, acquisition, handling, use, storage, transportation, disposal, and reporting in a manner consistent with all District's permits, the California Environmental Quality Act (CEQA), and the California Department of Pesticide Regulation. These policies and procedures do not replace the need for regulatory permits and only apply to District work activities once these permits are in place.

These policies and procedures apply to all District-owned or operated facilities and staff, contractors, permittees, and suppliers. The District goal is to minimize the environmental risk and exposure resulting from its pesticide use by employing Best Management Practices (BMPs) and alternatives to their use to the maximum extent practicable and to facilitate the safe use of pesticide by qualified staff and contractors.

2. POLICY

1. Only pesticides included on W751D01 Pesticides Products Approved for District Use (Product List) are allowed to be used, in the appropriate categories for product application on District facilities.

1.1. District staff is prohibited from purchasing over the counter pesticides

1.2. The product lists will be updated, as needed, by the Pesticide Review Team to ensure compliance with these practices.

1.3. All pesticide products not on the approved list that are desired to be used on District facilities (by employees, contractors, or permittees) will need first to be reviewed and approved by the Pesticide Review Team (PRT) prior to their use in accordance with Section 8 of this document and be verified as being in accordance with any relevant regulatory agency review.

2. **State-certified Qualified Applicator** (see definition in Section 4) with the appropriate current certification categories must be onsite for entire application of all pesticides.

3. Products listed on the State Department of Pesticide Regulation (DPR) "A" list of known groundwater contaminants will not be used. Detailed information on DPR regulations can be found on their web site at <http://www.cdpr.ca.gov/docs/legbills/calcode/040101.htm#a6800>

4. Category I and II pesticides will not be used for routine projects without prior review and approval by the Pesticide Review Team and per regulatory authorizations.

5. To minimize the use of pesticides in the work place, pesticides derived from non-toxic natural ingredients should be used as repellants when appropriate.

6. Insecticides are used after other methods, such as prevention or natural nontoxic control methods, have been shown to be ineffective in similar situations. Where use is needed, the product with the lowest toxicity is used in accordance with the manufacturer's label.

7. Herbicides are used only when alternatives use such as mowing, hand removal, disking, or grazing, has been shown to be ineffective or inefficient to meet the needs and requirements of this program.

7.1. No herbicide shall be used by District staff without a written recommendation from a Pest Control Advisor in accordance with State Department of Pesticide Regulation (DPR) www.cdpr.ca.gov

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8. Rodenticides are used only after trapping to control burrowing rodents has been shown to be ineffective in similar situations or deemed impractical, unless regulatory permits are required.
9. Pesticides containing the following are prohibited without exception:
 - 9.1. Copper based products on or around any body of water.
 - 9.2. Organophosphate or Carbamate products.

3. REFERENCE DOCUMENTS

External Reference Documents

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
State Department of Pesticide Regulation (DPR)	www.cdpr.ca.gov http://www.cdpr.ca.gov/docs/dept/quicklinks/compliance/lawsregs.htm
State Department of Pesticide Regulation (DPR) - pesticides that are known to cause groundwater contamination	http://www.cdpr.ca.gov/docs/legbills/calcode/040101.htm#a6800
State Department of Pesticide Regulation (DPR) - Keeping Pesticides Out Of Floodwaters – Container Labeling	http://www.cdpr.ca.gov/docs/pressrels/archive/1998/980213.htm
California Environmental Quality Act (CEQA)	http://ceres.ca.gov/ceqa/
California Food and Agricultural Code for Non-Production Agricultural Use	http://www.cdpr.ca.gov/docs/enforce/bulletins/ag_nonag.pdf http://www.cdpr.ca.gov/docs/enforce/bulletins/ag_nonag.pdf
State Department of Fish and Game Code relative to stream alterations	http://www.dfg.ca.gov/habcon/1600/
Environmental Protection Agency regulations	http://www.epa.gov/pesticides/regulating/laws.htm http://www.epa.gov/pesticides/regulating/containers.htm
Spill Cleanup on The Pesticide Environmental Stewardship (PES) website supported by Center for Integrated Pest Management	http://pesticidestewardship.org/spill/Pages/SpillCleanup.aspx

Internal Reference Documents

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
Q520D01 Environmental Management System Environmental Planning	District QEMS
Q741D03 Procurement of General Services	District QEMS
Q830D01 HAZMAT Emergency Response Procedures	District QEMS
W751M01 Best Management Practices (BMP) Handbook	District QEMS
W640D07 Contractor Safety Program	District QEMS
W640D36 Chemical Purchasing	District QEMS

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REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
W640D23 Personal Protective Equipment	District QEMS
W751D01 Pesticides Products Approved for District Use	District QEMS
F751D01 Pest Control Recommendation & Spray Operators Report	District QEMS
WQ75101 Field Operations Work Order Process	District QEMS - Watersheds
WQ75103 Review of Community Projects	District QEMS - Watersheds
Pesticide Safety Training Record	Process Owner Files
SMP BMPs (Modified by Permit Conditions)	
National Pollutant Discharge Elimination System (NPDES) permit requirements	
Countywide Urban Runoff permit requirements	

4. DEFINITIONS

Permitting – The process to acquire regulatory permits from state and federal agencies who have legal jurisdiction with the application of pesticides. Permitting and receiving permits allows the District to legally apply pesticides per the directives in the permits. An environmental planner needs to be engaged to discuss the potential permitting issues.

Pest Control Advisor (PCA) – As defined by the State of California, the Pest Control Advisor is an individual who meets the minimum educational requirements to qualify for examination and who passes the State examination in the categories relative to the area of pesticide work for which they will be making written recommendations for pesticide use. Categories relative to this policy include: Insects, Mites and Other Invertebrates, Vertebrate Pests, and Weeds. The licensed Pest Control Advisor is the authority making written recommendations for pesticide use.

Pest Control Operator (PCO) – The Pest Control Operator possesses a valid Qualified Applicator License from the State of California, supervises the pesticide application (restricted use and/or general use) made by a licensed pest control business, and is responsible for the safe and legal operation of that business relative to pesticide use.

Pesticide – A product formulated specifically for the purpose of controlling pests. The generic term “pesticide” refers to a broad spectrum of products, including herbicides, insecticides, algaecide, rodenticides, etc. The following pesticides are used by the District:

- **Algaecide** – Algae control in percolation ponds.
- **Fungicides** – Chemical that controls fungi. The District does not use fungicides
- **Herbicides** – Control of weeds and undesirable vegetation to minimize fire hazards, control invasive species, maintain flood conveyance of waterways, and comply with State and Federal requirements.
- **Insecticides** – Control of insects in and around District buildings or worksites, or in the case of a serious pest outbreak,
- **Rodenticides** – Control of rodents on flood control levees, dams, and other facilities.

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Pesticide Review Team (PRT) – is a five member committee consisting of the following functional roles: District PCA, Health and Safety Program Administrator, Watershed Biologist, Water Utility Support Program Administrator, and Facilities Maintenance Administrator.

Product Lists – W751D01 Pesticides Products Approved for District Use approved by Pesticide Review Team

Qualified Applicator – As defined by the State of California is an individual who has passed the State examination for application of various pesticide products and is certified to do so. A Qualified Applicator must be certified in the appropriate certification categories to perform the pesticide application. Categories relative to this policy include: Landscape Maintenance, Right of Way, Aquatic, and Residential, Industrial and Institutional.

Toxicity – The Environmental Protection Agency and the State Department of Pesticide Regulation define pesticides in the following categories:

- **Category I** – highest pesticide toxicity, or poses specific health hazards such as a severe eye hazard.
 - Signal Word(s) - ***Danger/Poison; Skull & Crossbones***
- **Category II** – Moderate toxicity pesticides 1-10 times less toxic than Category I.
 - Signal word - ***Warning***
- **Categories III and IV** – least toxic, 1-10 times less toxic than Category II, and Category IV is considered practically non-toxic.
 - Signal word – ***Caution***

5. ROLES AND RESPONSIBILITIES

District’s Pest Control Adviser (PCA): Is responsible for coordinating, reviewing, tracking, documenting and reporting pest control practices at the District. Additionally, the PCA provides updates on policy changes and modifications to all District staff. The PCA works with the Watersheds Environmental Health and Safety Program Administrator on the aspects of employee training. This role is filled by the Vegetation Program Senior Field Operations Administrator in the Vegetation Management Unit.

Pesticide Policy Process Owner: Is responsible for resolving any issues with related pesticide use that could not be resolved by working with the PRT and Management. This role is filled by the Vegetation Unit Manager.

Pesticide Review Team (PRT): The purpose of this operational team is to oversee compliance to the pesticide program. The team will also be responsible for:

- Meeting annually and as-needed which will be decided by the Team
- Evaluating the District’s pesticide use
- Revision, as needed, of the Pesticides Products Approved for District Use list.
- Responding to issues relative to the use of pesticides
- Recommending changes to the pesticide program including training and procedures

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- Reviewing, evaluating, and approving the use of new products including those to be used by contractors and permittees. These approvals do not override the legal requirements for CEQA compliance
- Researching alternatives to pesticides using staff and consultant services

Unit Manager of Units with Oversight of the Use of Pesticides - these units include, but are not limited to: Vegetation Management Unit, Facilities, Watershed Field Operations Units, Water Utility Raw Water Field Operations and Pipeline Maintenance Unit, and Watershed Stream Stewardship

- Provide training on pesticide use, MSDS labeling, and BMPs relating to pesticide use
- Maintaining original training records in accordance with District Record Retention Policy
- Sending copies of training records to the Training Unit

Unit Manager with Oversight of Pesticide Contractors – these units include: Vegetation Management Unit, Facilities, and Watershed Stream Stewardship are responsible for

- Ensuring that any contracts involving pesticides comply with this document and contain all project specific requests, restrictions, and BMPs for limitation on pesticide use prior to signing contract
- Ensuring that any contractors using pesticides have immediate oversight by a State-Certified Qualified Applicator
- Oversight of the pesticide contractor from the time the contract is in effect to the end of the contract service
- Training contractors on District BMPs, District Environmental Management System including Policy and aspects, Pesticide Policies (this document), and W751D01 Pesticide Products Approved for District Use
- Acquiring the appropriate approvals, permits, any environmental reviews, biological surveys, and clearances before beginning work
- Providing a report after the use of pesticides back to the Vegetation Management Unit Manager with the exact names of pesticides applied and the amounts used

Qualified Applicator – Is responsible for:

- Being certified by the State of California with the appropriate certification categories (see definition, section 4)
- Annual training of District BMPs, Pesticide Policies (this document), and W751D01 Pesticide Products Approved for District Use.
- Must be onsite for entire application “immediate oversight” of all pesticide use.
- Responsible for the storage, handling, transportation, labeling, disposal, and clean up of spills according to State Department of Pesticide Regulation, District standards, and Hazardous Materials regulations.
- Posting on the project site and notifying the appropriate parties of the pesticide use
- Completing a Spray Operators Report (F751D01) for each pesticide application and then submitting report to the appropriate review body of by the applicable due dates.

Vegetation Unit Manager:

- Is the Pesticide Policy Process Owner
- Is responsible for resolving any issues with related pesticide use that could not be resolved by working with the PRT and Management.
- Is responsible for monthly reporting to the Agricultural Commissioner

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6. REQUIREMENTS

6.1 ISO Requirements

- **ISO 9001 Quality Management System Requirements**
 - 7.5.1 Control of Production and Service Provision
- **ISO 14001 Environmental Management System**
 - 4.4.6 Operational Control

6.2 Other Requirements

- California Environmental Quality Act (CEQA) and other applicable Federal and State Regulations
- Board Governance Policies and Executive Limitations
- Best Management Practices of the various environmental documents covering the District's work on streams, water utility facilities, buildings, and grounds

7. MONITORING AND MEASUREMENT

The Pesticide Review Team will review and report on this process annually.

8. PROCEDURE

ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
(1) Review of Pesticide Use (Pesticide Review Team)	<ul style="list-style-type: none"> • The Team will meet annually in January and as-needed to: <ul style="list-style-type: none"> ○ Evaluate the District's pesticide use. ○ Revise, as needed, the W751D01 Pesticide Products Approved for District Use list. ○ Respond to requests to add pesticides to W751D01 Pesticide Products Approved for District Use list. ○ Respond to issues relative to the use of pesticides. ○ Recommend changes to the pesticide program including training and procedures. ○ Review, evaluate, and approve the use of new products including those to be used by contractors and permittees. ○ Research alternatives to pesticides. • W751D01 Pesticide Products Approved for District Use will be released in accordance with Q423D01 District Document Control Process <ul style="list-style-type: none"> ○ Release announcement will be sent to all District Staff 	W751D01 Pesticide Products Approved for District Use

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ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
(2) Purchase of Pesticides (District Staff)	<ul style="list-style-type: none"> • District Staff is prohibited from purchasing pesticides over the counter, as these are designated for home use only • See W751D01 Pesticide Products Approved for District Use for acquiring pesticides • If a pesticide is not listed on W751D01 Pesticide Products Approved for District Use, a request may be made to the PRT <ul style="list-style-type: none"> ○ Send the request through Access Valley Water to PCA ○ PCA will review the request and forward to PRT ○ Requestor will be notified of decision 	Request using Access Valley Water
(3) Certification Requirements for Using Pesticides (District Staff, Contractors, Permittees)	<ul style="list-style-type: none"> • All applicable District staff, contractors, and permittees shall provide proof of State Certification performing pesticide applications. • As defined by the State of California, State-certified Qualified Applicator is an individual who has passed the State examination for application of various pesticide categories and is certified to do so. Categories relative to this policy include: Landscape Maintenance, Right of Way, Aquatic, and Residential, Industrial and Institutional. • Any pesticide use by District Staff, contractors, or permittees in the course of District business must be done with immediate oversight by a State-certified Qualified Applicator with the appropriate certification categories. <ul style="list-style-type: none"> ○ Only pesticides listed on W751D01 Pesticide Products Approved for District Use list can be used. <ul style="list-style-type: none"> • There is an exemption of Aerosol for Yellow Jackets and Spiders. See step 8. 	Contractors and Permittee Proof of State Certification
(4) Pesticide Use with Permits, Agreements, or Licenses (Community Review Projects Unit (CPRU))	<ul style="list-style-type: none"> • Permits, agreements, and licenses will be issued by CPRU in accordance with WQ75103 Review of Community Projects. CPRU will work with Vegetation Management Unit on any pesticide request. <ul style="list-style-type: none"> ○ Any pesticide use by District Staff, contractors, or permittees in the course of District business must be done with immediate oversight by a State-certified Qualified Applicator with the appropriate certification categories. <ul style="list-style-type: none"> • Only pesticides listed on W751D01 Pesticide Products Approved for District Use list can be used. • If a pesticide is not listed on W751D01 Pesticide Products Approved for District Use, CPRU can make a request to add the product to the PRT by sending the request to the PCA using Access Valley Water 	

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
<p>(5) Training Requirements for Using Pesticides</p> <p>(Unit Managers of units who use or oversee the use of Pesticides)</p>	<ul style="list-style-type: none"> • All Unit Managers of units who use or oversee the use of pesticides will provide trainings on pesticide, MSDS labeling, and BMPs for any staff that use or oversee the use of pesticide in the course of their duties. <ul style="list-style-type: none"> ○ Optionally, Unit Managers can contract Process Owner for training or alternatives. • The training shall include: <ul style="list-style-type: none"> ○ Review of laws and regulations ○ Updates on new products ○ Pesticide Policies (this document) ○ W751D01 Pesticide Products Approved for District Use ○ Review of proper procedures for use and handling ○ Review of W640D23 Personal Protective Equipment ○ Review of impacts of pesticides on the environment ○ Label/MSDS training – Proper reading and use ○ Impacts of pesticides on the environment ○ Updates on project-specific operating procedures and BMPs ○ Process for identifying and responding to potential secondary impacts (carcass discovery) ○ Proper emergency response procedure for accidental ingesting or spilling of pesticides • The Unit Manager providing the training is responsible for maintaining the original training records and for providing a copy to the Training & Employee Development Unit for entry into the Training Wizard 	<p>Staff Training Records</p>
<p>(6) Contractor Pesticide Use (i.e. landscape, rodent control)</p> <p>(Unit Manager requesting contracting services)</p>	<ul style="list-style-type: none"> • The selection of contractors who use pesticides in the course of the contract will be in accordance with Q741D03 Procurement of General Services, W640D07 Contractor Safety Program, and this document. • RFP package includes the requirement that only State-certified Qualified Applicator with the appropriate current certification categories will provide immediate oversight for application of all pesticides. • Per Q741D03 Procurement of General Services, Procurement will verify the contractor is a State-certified Qualified Applicator with the appropriate current certification categories will provide immediate oversight for application of all pesticides to be used within the contract • Unit Manager requesting the pesticide contracting services is responsible for: <ul style="list-style-type: none"> ○ Oversight of the contract from the time the contract is in effect to the end of the contract service ○ Training the contractor on: 	<p>Contractor Training Records</p>

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
	<ul style="list-style-type: none"> • The District’s environmental policy, environmental management system, and the environmental aspects of the activities • District BMP’s • Pesticide Policies (this document) • W751D01 Pesticide Products Approved for District Use • Safety training, see W640D07 Contractor Safety Program ○ Acquiring the appropriate approvals, permits, any environmental reviews, biological surveys, and clearances before beginning work ○ Providing an after use report with the exact pesticides used and amounts back the Vegetation Management Unit Manager within a week of application. This is necessary for tracking District pesticide use. 	
<p>(7) Processing Pesticide Use Recommendations for Internal Use</p> <p>(Pest Control Adviser (PCA))</p>	<ul style="list-style-type: none"> • Staff pesticide requests are initiated, entered, and tracked in Maximo in accordance with WQ75101 Field Operations Work Order Process • The request will be evaluated for: <ul style="list-style-type: none"> ○ Any questions or issues will be resolved by the Pesticide Review Team ○ Environmental clearances and permits must be obtained, as required ○ Biological Survey and clearance must be obtained before proceeding with application of pesticides, when required by permit or regulation ○ BMPs must be followed • A proposed use is evaluated based on: <ul style="list-style-type: none"> ○ Regulatory restrictions including CEQA and BMPs ○ Anticipated effectiveness of the proposed methods ○ Public health aspects ○ Long and short term environmental impacts ○ Financial cost ○ Consistency with other District’s policies • All herbicide use by District staff require a written recommendation from the PCA in accordance with State Department of Pesticide Regulation (DPR) www.cdpr.ca.gov • PCA develops a written Pest Control Recommendation (F751D01) for use in accordance with requirements of the California Food and Agricultural Code and forwards the request and recommendation to the Qualified Applicator. • The Qualified Applicator reviews the request and 	<p>F751D01 Pest Control Recommendation & Spray Operators Report</p>

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
	recommendation and completes the work.	
(8) Use of Aerosols for Yellow Jackets and Spiders (Staff)	<ul style="list-style-type: none"> • District Staff is prohibited from purchasing pesticides over the counter as these are designated for home use only • Aerosols for yellow jackets and spiders can be obtained from PCA <ul style="list-style-type: none"> ○ Contact PCA via email and specify whether the use will be outdoors or indoors, date planned, and if training is needed. ○ Only employees that have been trained on the MSDS and label are allowed to use the aerosols for yellow jackets and spiders. Contact PCA for more details ○ Proper PPE (eye goggles and gloves) is required when handling these pesticides. ○ Aerosols cans will be individually issued. New cans can be issued only after empty cans are returned. • Reporting on the usage of the use of these pesticides: <ul style="list-style-type: none"> ○ Will be done after each can is emptied and returned to the PCA ○ Report will be submitted to the Agricultural Commissioner. See step 11 of this section. 	Request
(9) Handling, Labeling, Storage, Disposal, Transportation, and Spills of Pesticides (Qualified Applicator)	<ul style="list-style-type: none"> • Handling. Mixing and loading should never be done without a full understanding of the pesticide label and with the use of all recommended personal protective equipment (PPEs-See W640D23 Personal Protective Equipment) The label will identify the dangers involved and the precautions to follow, may indicate the signs and symptoms of poisoning and recommend first aid practices, should one be exposed to the product. <ul style="list-style-type: none"> ○ Pesticide handling includes the following activities: <ul style="list-style-type: none"> • Mixing, loading transferring, applying or assisting with an application of pesticides, • Servicing, repairing or handling contaminated equipment, • Incorporating pesticides into soil or entering treated area during an application • Labeling. Containers containing pesticides will be labeled according to State Department of Pesticide Regulation (DPR) - Keeping Pesticides Out Of Floodwaters – Container Labeling http://www.cdpr.ca.gov/docs/pressrls/archive/1998/980213.htm <ul style="list-style-type: none"> ○ Each pesticide service container must be labeled with <ol style="list-style-type: none"> 1. Pesticide name 	

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
	<ol style="list-style-type: none"> 2. Signal word (Danger/Poison, Warning, or Caution) 3. Who the container belongs to (SCVWD) <ul style="list-style-type: none"> • Storage. Pesticides must be stored according to the properties set forth in the MSDS. See http://www.epa.gov/pesticides/regulating/containers.htm This includes: <ul style="list-style-type: none"> ○ Pesticides must be stored in labeled containers ○ Pesticides should be stored in a designated storage room that has secondary containment on earthquake secured shelves. ○ Pesticides should not be stored in a location that would expose them to direct sunlight. ○ Disposal of unused pesticides and associated containers will be handled in compliance with hazardous waste regulations ○ Transportation of Pesticides - <ul style="list-style-type: none"> ○ Never carry pesticides in the passenger compartment of any vehicle. ○ All pesticides containers should be secured in the cargo area of the vehicle. ○ Do not leave pesticides unattended in a vehicle unless they are inside a locked compartment. ○ A current inventory of all pesticides, along with MSDS's for each pesticide to be transported, should be available. ○ Spills. Any spilled pesticide will be cleaned up in accordance with Spill Cleanup on The Pesticide Environmental Stewardship (PES) website supported by Center for Integrated Pest Management (http://pesticidestewardship.org/spill/Pages/SpillCleanup.aspx) and Q830D01 HAZMAT Emergency Response Procedures 	

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
<p>(10) Posting, Notification, and Application of Pesticides</p> <p>(Qualified Applicator)</p>	<ul style="list-style-type: none"> • Posting of areas where pesticides are used shall be performed in compliance with this policy as follows: <ul style="list-style-type: none"> • Posting shall be performed in compliance with the label requirements of the product being applied. • In addition, the District shall provide posting for any products applied in areas used by the public for recreational purposes, or those areas readily accessible to the public, regardless of whether the label requires such notification. In doing this, the District ensures that exposure risk is minimized by adopting practices that go beyond the product label requirements. • Sign postings shall include the date and time of application, the product's active ingredients, common name, and the time of allowable re-entry into the treated area. A District staff contact phone number shall be posted on the sign. • Signs shall not be removed until after the end of the specified re-entry interval. • Right-to-know literature on the product shall be made available upon request to anyone in the area of the application. • The District maintains records of neighbors with specific needs relative to notification prior to treatment of an adjacent area to ensure such needs are accommodated. These records are maintained in Maximo with the pest control recommendation. • A Spray Operators Report (F751D01) shall be completed for each pesticide application performed by District staff. This report shall be submitted with each daily work order in accordance with WQ75101 Field Operations Work Order Process and include: <ul style="list-style-type: none"> • Pesticide common name and active ingredient • Method of application • Dilution rate, if applicable • Total amount of product applied, plus the total amount of diluted material • For outdoor applications, weather conditions, including temperature and wind speed • Specific pests controlled with each application • Unit Managers overseeing pesticide contractors must supply a monthly use report with the exact pesticides used and amounts (Spray Operators Report) to the Vegetation Management Unit Manager by the 5th day of the following month. This is necessary for tracking all pesticide use on District facilities. The contractor's use report is an internal document only and will not be submitted to the Agricultural Commissioner. • Contractor is responsible for submitting their monthly use report to the Agricultural commissioner in accordance with the State Certification requirements. 	<p>Pest Control Recommendation & Spray Operators Report</p> <p>Pesticide Contractor's Spray Operators Report</p>

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ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
(11)Reporting (Vegetation Unit Manager)	<ul style="list-style-type: none"> A report will be run monthly from Maximo listing the total amount of products used for pest control including the common name. This listing will be submitted to the Agricultural commissioner no later than the 10th day of each month. 	Maximo Report Report send to Agricultural Commissioner

9. QUALITY RECORDS

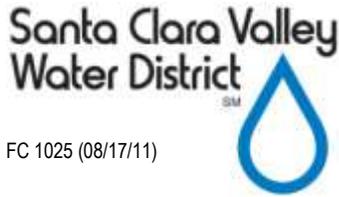
QUALITY RECORD	LOCATION KEPT	FILING ORDER	RECORDS RETENTION SCHEDULE SERIES No.	COMMENTS
Pesticide Products Approved for District Use List	District Document Control	Document ID	RS-0226	
Maximo Database Record (including reports)	Network Server	Work Order Number	RS-0052	
Pest Control Recommendation & Report	Work Order	Facility Number & Date	RS-0221	
Report send to Agricultural Commissioner	Process Owner Files	Date	RS-0026	
Original Training Records	Process Owner Files	Date	RS-0076	

10. CHANGE HISTORY

Date	Revision	Comments
02/10/10	A	Initial release into QEMS, effective 1/27/10. Supersedes Administrative Policy and Procedure Ad-8.2 Pesticide Use. This document was sent to be reviewed by: Bill Smith; Geoffrey Weigand; David Matthews; Marc Klemencic; Liang Lee; Mike Martin; Debra Caldon; Mike Cresap; Melanie Richardson (Maryann O'Brien); Ann Draper; Chris Elias; Jim Fiedler; Michael Hamer; Frank Maitski; and Neddal Ali-Adeeb.
04/29/11	B	Major rewrite of document. Document was sent for the first stakeholder review in September 2010 and a second stakeholder review in December 2010. Comments were provided by Michael Sanchez; Jennifer Castillo; David Dunlap; Joe Chavez; Jim Crowley; Jamie McLeod; David Matthews; Bill Smith; Kenneth McKenzie; John Chapman, Sunny Williams, Lisa Porcella, and Nina Merrill. A meeting with held with Larry Lopez, Geoffrey Weigand, Mike Cresap; and Tom Spada to collect comments. Stakeholder comments have been responded to and incorporated into the document where appropriate.
09/21/11	C	Minor editorial changes: incorporated W640D23 Personal Protective Equipment in Procedure Steps 5 and 9 and added a link to Spill Cleanup.

11. ADDENDA
None

C.9 Attachment 3



Meeting Date: August 7, 2012
Agenda Item: 5 . 1
Unclassified Manager: Ann Draper
Extension: 2665
Director(s): All

BOARD AGENDA MEMO

SUBJECT: Pesticide Use on District Properties

RECOMMENDATION:

Receive a presentation summarizing District policies, practices, and protocols on pesticide usage on District facilities.

SUMMARY:

The District uses pesticides as one of several methods to manage pests as part of an integrated program which balances protection of the environment, public safety, and cost. The attached white paper (Attachment 1) and presentation (Attachment 2) summarizes the methods used, the processes by which those methods are selected, and the practices used to ensure the safe and effective use of pesticides when other alternatives prove to be impractical or ineffective.

In order to ensure the safe and effective use of pesticides when they are needed, the District established a Pesticide Policy, QEMS Document Q751D02 "Control and Oversight of Pesticide Use (Attachment 3) in 2001 which remains in effect today. The policy establishes a pesticide review team which reviews pesticide use and pesticide products for use, ensuring the desired outcomes of the policy are met.

FINANCIAL IMPACT:

There is no financial impact resulting from this report. There could be possible financial impact based on the policy decisions made relative to the District's use of pesticides.

CEQA:

The recommended action does not constitute a project under CEQA because it does not have a potential for resulting in direct or reasonably foreseeable indirect physical change in the environment.

ATTACHMENTS:

1. A summary description of pesticide use on Santa Clara Valley Water District facilities
2. Power Point presentation of the summary description
3. QEMS Document Q751D02

Staff Report
on the Principles of Pesticide Use
on District Properties

Prepared by

Mark E. Wander
Unit Manager
Vegetation Management Unit

July 2012



INTRODUCTION AND OVERVIEW

The Santa Clara Valley Water District (District) uses a variety of tools and techniques to manage and maintain its facilities and assets. This document examines the different tools and techniques used for pest control, with a primary focus on vegetation management and the maintenance tools necessary to meet desired objectives. While a variety of activities are described in this document, the primary focus is on the description of the District's use of pesticides.

The District goals related to pesticide use are: 1) minimize the environmental risk and exposure resulting from its pesticide use by employing Best Management Practices (BMPs); 2) employ alternatives to pesticide use to the maximum extent practicable and; 3) facilitate the safe use of pesticides by qualified staff and contractors. The District uses the principles of Integrated Pest Management or "IPM" which is defined as "a process to solve pest problems while minimizing risks to people and the environment." (See **Attachment A** which is a University of California Fact Sheet providing an overview of IPM.)

The District also has a process of continuous improvement and assessment. Each year different experiments are conducted to help make improvement decisions. Through this approach the District has:

- Reduced the quantity of chemicals used by 47.6%, comparing FY 11 to FY 12. See appendix B
- Eliminated 100% the most toxic and allow able chemicals and use only the least toxic products. See appendix D
- Reduced the amount of managed area where chemical treatments are used to 24.59% of properties managed. See appendix F
- Minimized the number of times per year chemicals are used. See appendix F

SUMMARY DISCUSSION

The description of pesticide use is multifaceted, therefore this document has the following sections describing: 1) Maintenance Drivers. 2) Management Options; 3) Decision Factors for Pesticide Use; 4) Methods and Best Management Practices related to Work Activities; 5) Best Management Practices Related to Application 6) Training, education and process for continuous improvement.

1. Maintenance Drivers

Vegetation management and maintenance activities are performed to achieve asset management interests which are often driven by regulatory requirements. Below is a list of the asset management interests and the primary regulatory requirements.

A. Asset management Interests

- 1) Terrestrial weed control to reduce fire danger and improve access and visibility.
- 2) Aquatic vegetation control to reduce obstructions to flood flows and

- maintain storm water conveyance in streams.
- 3) Brush and woody vegetation management to improve pedestrian and vehicular access and visibility.
 - 4) Control of noxious weeds and invasive plants.
 - 5) Control of algae and submersed weeds which inhibit canal flows or percolation rates, create odor and nuisance issues and reduce water quality.
 - 6) Control of invasive non-native plants that degrade riparian resources.
 - 7) Protection of the structural integrity of assets (levees, dams, pipelines, etc.)
 - 8) Control of damaging insects in and around buildings.
 - 9) Algae control on district ground water recharge ponds to abate odor problems and maintain recharge rates.

B. Regulatory Requirements

- 1) **Division of Dam Safety:** Semi-annual inspections rate the stability of the District's dams. These inspections generate a list of required work that must be completed or dams will not meet standard requirements. If this happens, storage restrictions could be put in place limiting the District's water supply storage. Such restrictions could also have an environmental effect as reservoir storage may be used to maintain live stream conditions.
- 2) **Federal Emergency Management Agency (FEMA) requirements** The District is responsible for nearly 100 miles of levees. Failure to maintain these levees within FEMA requirements could lead to de-certification of the Levees. If this occurs, homes and businesses could be required to buy flood insurance. If a levee were to fail due to structural issues resulting from poor maintenance, the cost of damages would be significant.
- 3) **Army Corps of Engineers (Corps) requirements:** A large percentage of the District's levees were built as part of a Corps flood control project. The Corps has requirements on allowable types of vegetation on these levees. The Corps inspects these levees semi-annually and grades them. A failing grade could also decertify levees.
- 4) **Regulatory permits from State and Federal Agencies:** Permits issued from State and Federal agencies drive what and how the District performs work and in many cases require that specific activities be performed. Failure to meet these permit conditions could result in loss of permits, meaning work activities could not be performed. Failure to meet these requirements could jeopardize the ability to acquire permits for future projects and affect relationships with regulatory agencies.
- 5) **County and Local Fire Codes:** The District owns over 2,000 acres of upland areas and is responsible for maintaining fire breaks and reducing fuel loads on these properties. Failure to meet these requirements is a public safety hazard and opens the District to liability if a fire started on

District property should cause property damage to adjacent properties, or potential injury or loss of life. In addition, financial penalties could be levied from local fire authorities.

- 6) **Mitigation Requirements:** The District is required to provide mitigation in the form of new habitat for both capital and maintenance projects. These mitigation projects have rigid success criteria that cannot be met if undesirable vegetation is not controlled as part of establishment maintenance and ongoing management. These assets are significant financial investments and cannot be allowed to deteriorate if the District wishes to meet its public trust obligation to the community.

2. Management Options

The District uses a variety of methods to manage vegetation and its assets. Below is a description of the array of management options.

A. Vegetation Management Methods

- 1) **Hand labor**-Use of weed eaters, loppers, hand saws, machetes, chainsaws and other hand held tools to control undesirable vegetation.
- 2) **Mechanical methods**-Mowing and discing (tilling of the soil) to control weeds, creating fire breaks
- 3) **Cultural methods** -Mulching, Grazing, etc.
- 4) **Herbicides**
Pre-emergence herbicides that control weeds before their seeds germinate
Post-emergence herbicides that control weeds after seeds germinate

B. Vertebrate Pest/Insect Management Methods

1. **Removal of attracting debris or substances.**
2. **Sealing of openings, repairs to physical barriers.**
3. **Organic deterrents**
Use of orange oil or other natural deterrents to keep pest away (ants, termites etc.).
4. **Baiting**
Use of bait stations to control insects (cockroaches, etc) and vertebrate pests (ground squirrels, gophers, etc.).

5. Trapping

Traps are used to control insects and vertebrate pests.

6. Smoke Bombs

The use of smoke bombs to control burrowing rodents.

3. Decision Factors for Pesticide Use

The District takes into account several factors when deciding to use pesticides to achieve its asset management interests. Annually these decisions are assessed to determine if chemical applications can be reduced or modified, using the IPM principles. The following is a description of the factors staff uses to determine when and where pesticides could be used.

- A. First, a set of principles, shown below, are used to assess the type of management methods and to determine when the use of pesticides would be appropriate.

The decision to use pesticides is made by a licensed Pest Control Advisor after employing Integrated Pest Management concepts (See **Attachment A** for more information on IPM) and determining that a specific pesticide is the best option for a specific setting.

- 1) Insecticides are used after other methods, such as prevention or natural nontoxic control methods, have been shown to be ineffective in similar situations. Where the use of a pesticide is needed, the product with the lowest toxicity is used in accordance with the manufacturer's label.
- 2) Herbicides are used only when alternatives such as mowing, hand removal, disking, or grazing, have been shown to be ineffective or inefficient to meet the needs and requirements.
- 3) Rodenticides are used only after trapping to control burrowing rodents has been shown to be ineffective in similar situations or deemed impractical, unless regulatory permits are required.
- 4) The use of any materials in areas with the potential for sensitive or listed species is coordinated with a biologist specializing in those environmental resources. Pre-construction biological surveys are conducted and Best Management Practices instituted to provide maximum protection to resources.

Section 5 of this report discusses the District's process of assessment and continual improvement. **Attachment B** provides information to show that the employment of these factors has reduced the use of chemicals by 47.6% comparing Fiscal Year 11 with Fiscal year 12. This level of reduction may not be

possible each year, however the information is provided to show that the District employs a practice of continual assessment.

B. Second, the District also seeks to use the lowest toxicity product available.

Attachment C provides the details of both the team and the process used to determine appropriate types of chemicals to be used as described in District QEMS document Q751D02. The table in **ATTACHMENT D** shows the pesticide categories as defined by the Environmental Protection Agency (EPA). It includes their toxicity range, and the corresponding signal word. The signal word forewarns the pesticide user of potential hazards associated with the pesticides. This chart shows that the District has eliminated the use of higher toxic substance and uses the least toxic substances. This attachment also defines how the toxicity rankings are established by the EPA. **Attachment D** also compares the toxicity of the products used by the District relative to the toxicity of commonly ingested substances. The point of this comparison is to show that these chemicals are less toxic than common substances.

C. Third, the District takes into account the setting. For instance, the use of grazing could be effective for fire break control, but be objectionable to neighbors due to smell and insects attracted to the animals or to their droppings. Also, the waste products of the grazers can be a pollution concern when they are present, adjacent to streams. Such concerns may not be valid in rural areas and therefore grazing could be an acceptable method of asset management.

D. Fourth, the District takes into account cost. Different methods have different cost implications. **Attachment E** summarizes different techniques and the different associated costs. In fiscal year 10/11 the costs for controlling vegetation county-wide on 2,123 acres totaled \$2,129,107. The average cost per acre was \$1,003. From a simple cost of delivery perspective, if non-chemical means were used, the average cost would rise to \$2,777 per acre. The total program cost would be \$5,874,279. However, this analysis does not take into account the increased costs of additional biological surveys for the added cycles of work.

4. Methods and Best Management Practices related to work activities

After applying these considerations, **Attachment F** is a summary of the managed acreage and the current types of management used on this acreage. It should be noted that some acreage receives a variety of different types of maintenance methods. For the methods that employ chemicals, the chart also shows the number of times of application during a year and the type of application. Below is a description of the types of management techniques used on our major assets.

A. Flood Control Facilities

1) Channels

Control of vegetation in District channels is of primary concern in a flood control

maintenance program because the presence of some types of vegetation reduces the flood conveyance capacity of the channel or stream. The herbicide program significantly reduces the amount of hand labor and mechanical removal. Selective use of herbicides has shown to have a lower impact on the stream system than the use of large labor crews or heavy equipment. This is primarily due to the significantly lower ground impact on the work area. A single applicator can selectively spot treat target vegetation in the stream with much lower impact than a large hand crew or track mounted equipment. Herbicide use also has a significantly lower emission of greenhouse gases and air quality issues. A single spray truck emits significantly lower emissions than the multiple vehicles required support a hand crew, or the emissions from a large tractor. The combination of these issues and the fact that herbicides provide greater control at a significantly lower cost makes selective use of herbicides a preferred method of control.

In large channels, control is limited to non-native vegetation, toxic plants, and noxious weeds on the entire slope area, and selective woody vegetation between the toe of the invert and a point five feet vertically in elevation from the channel invert. This control is provided by selective application made on only unwanted vegetation. Herbaceous vegetation such as cattails and grasses are left undisturbed by this application

This provides adequate flood control while allowing trees to become established on the upper areas of the slopes. These trees will not only provide habitat for birds and land animals and shade for fish, but will eventually create a canopy effect over the channel invert which will help reduce the amount of growth in the channel itself, reducing the necessary amount of vegetation control. Selected areas may need to be left open to allow for maintenance activities such as sediment removal or erosion control. This method provides for control of problem vegetation while allowing the remaining herbaceous vegetation (which, due to its flexibility and short stature, will lie down during winter flows) to provide habitat for wildlife such as cover and food.

Many smaller channels can tolerate less vegetation and therefore a less selective approach is used to control vegetation in the invert and provide the largest possible flow to pass. Control of all woody vegetation from toe to toe of the invert is necessary to provide maximum flow capacity in the channel. Native tree and shrub species are allowed to become established on the channel slopes in areas where they do not impede maintenance activities.

2) Earthen Levees

Levees are constructed to allow storm flows to be contained above the elevation of the natural terrain. For this reason, it is important to protect the structural integrity of the earthen structures by not allowing unwanted vegetation to become established.

Herbicides are used to control woody vegetation and broadleaf weeds from becoming established. The root systems from these plants can damage the levees and their foliage can restrict the ability to inspect these structures. Use of selective herbicides allows for control of unwanted vegetation while grasses are allowed to grow on levee slopes to provide erosion control and cover for wildlife.

3) Concrete Lined Slopes and Vertical Concrete Walls

Herbicides are used to control woody vegetation, weeds, and grasses from becoming established in the weep holes and expansion joints of concrete sections preserving their structural integrity. Once vegetation becomes established, it can damage the structures by dislodging concrete slabs, weakening joints or allowing water to erode out the underlying earth supporting the structure.

4) Top of Bank (areas outside of the banks of the stream)

Both mowing and herbicides are currently used to control weeds and grasses on top of bank , or upland areas. Control of vegetation in these areas is needed for the following reasons:

- To create firebreaks between District properties and adjacent properties
- To allow vehicles to enter without the danger of catalytic converters starting a fire
- To define areas of travel so that other areas are left undisturbed
- To allow hazards such as holes, erosion gulleys, trash and debris, etc to be seen, avoiding potential personal injury or damage to equipment.

Top of Bank areas include maintenance roadways, pedestrian accesses, vacant parcels and firebreaks.

- Roadways- Herbicides (pre- and post-emergent) applications are made with a truck-mounted spray rig.
- Firebreaks and Pedestrian Accesses-These top of bank areas are too narrow for vehicular access, it is necessary to maintain a firebreak between the adjacent property line and the top of bank, or to provide pedestrian access for maintenance activities. In most areas this is performed by applying pre and post-emergent herbicides with a backpack applicator, or hose and hand gun. In addition, hand labor crews are used at various times.
- Vacant Parcels-The District has many vacant parcels which serve various purposes. As a general rule, parcels less than one hundred feet in width and less than one-quarter acre are treated with pre and post-emergent herbicides to control weeds on most of the District's facilities. In areas greater than one hundred feet in width and more than one-half acre, a herbicide application is made around the perimeter of the parcel and around any structures or utility poles, and the remainder of the area is disced to bury

the weeds and grasses.

Pre emergent herbicides are the preferred method used by the District and allow for this control to occur with fewer applications, and therefore, less disturbance to the area. This work is significantly less expensive than other methods and provides a higher level of service. Another key benefit to herbicide use is the fact that it allows the District to perform weed abatement outside of the nesting bird season (March 15 through June 30th), which is when mechanical or hand labor methods would need to be performed. This minimizes disturbance to wildlife while performing maintenance to meet local fire codes.

B. Water Utility Facilities

1) Dam Facilities –

- **Downstream Faces:** Selective herbicides are used to control woody vegetation and broadleaf weeds on the downstream face of dams while allowing grasses to become established. There is no other control measure that will accomplish this goal, as those methods don't control the root structures of the plants which can degrade the structure of the dam. Establishment of grasses is important to control erosion and allow for inspection of the D/S faces for seepage which may indicate a significant problem. Broadleaf weeds and woody vegetation can inhibit the inspections and damage the earthen structure of the dam as they die and fall over and/or decay.
- **Upstream Faces:** Woody vegetation is controlled on upstream dam faces with an aquatic labeled herbicide. Selective spot applications of a product to control broadleaf plants are made to manage woody vegetation. The establishment of woody vegetation on the upstream face can degrade the structural integrity of the dam.
- **Concrete Linings:** Aquatic herbicides are used to control all vegetation within concrete structures to prevent the root structure of plants from uplifting the concrete slabs or otherwise affecting the structural integrity. Spillway margins and other concrete sections are kept free of woody vegetation with selective post-emergent herbicides.

- **Roadways:** Maintenance roads are kept free of weeds and grasses with pre and post-emergent herbicides.

2) Water Distribution Canals

- **Roadways and Firebreaks:** Pre and post-emergent herbicides are used on roadways and firebreaks to control weeds and grasses on all District canals to allow access and reduce fire hazards. Many of the District's canals run parallel and immediately adjacent to residential areas where a firebreak clear space is required by local fire codes between the District's facility and private property.
- **Slopes and Inverts:** Aquatic herbicides are used for woody and aquatic vegetation within the canal banks to minimize restrictions to flow. Various herbicides are used to control terrestrial vegetation, immersed, submersed, and floating aquatic weeds, and algae.

3) Groundwater Recharge Facilities (Perc Ponds)

- **Roadways and Firebreaks:** Roadways and firebreaks are treated only with an aquatic registered post emergence herbicide
- **Water Surface:** Because perc ponds are relatively shallow (usually between three and ten feet) water temperatures can warm up during the summer months, creating algae blooms on pond surfaces. Applications of copper-based algaecides have historically been necessary to control algae. In the spring of 2000, the District discontinued use of copper based products as a control method. Algae is now controlled in other ways, including:
 - Shading:** a form of blue food coloring, tints the water a light shade of blue, which shades out ultra violet rays which are required for the establishment of algae and submersed aquatic weeds.
 - Biological Control:** Use of naturally found substances such as Sodium Carbonate.
 - Mechanical Harvesting:** Mechanically skimming the algae off of the surface of the ponds

Algae control is important because the color and odor are offensive to adjacent property owners, accumulations of algae along inlets and outlet pipes, and the algae can form mats on the pond bottoms, reducing percolation rates.

4) Pipelines

Vegetation control for maintenance access and fire code compliance is necessary within the District's pipeline rights of way. In addition, the establishment of woody vegetation within the pipeline areas is prohibited, as the roots from trees could impact the structural integrity of the pipe. Vegetation control methods on pipeline rights of way include an integration of mechanical methods and selective herbicide applications to meet these goals.

C. Formal Landscape Areas and Revegetation Projects

The District manages several hundred acres of landscape and revegetation areas. Pest control activities in these areas are for the following purposes:

- To meet fire codes through the creation of firebreaks and the elimination of combustible (dry) vegetation.
- To reduce invasive and nuisance weeds to a desired tolerance level

Vegetation control methods include an integration of mechanical methods and selective herbicide applications to meet these goals.

D. Buildings and Facilities

The Facilities Management Unit at the District is responsible for pest control inside District offices and buildings. Exclusion, trapping, housekeeping and non toxic baits and products are used to control pests in buildings. If and when pesticides are needed, the lowest toxic products are used.

5. Best Management Practices Related to Application

While the District takes specific measures to ensure the use of the lowest toxicity products that will get the desired outcome, additional measures are taken to further minimize the potential for exposure. Below is a description of measures employed.

- A.** Facilities (creeks, pipelines, offices, etc) to be treated where there is a chance for the public to enter the treated area are posted with informational signage to provide notification of the products used, the date of the application and the time when it is safe to re-enter the facility. The District only uses products where the re-entry interval is defined by the Environmental Protection Agency as "When the product has dried". This minimizes the disruption in the area while also minimizing the exposure.
- B.** As requested on an individual basis, pre-notifications are made to residents of when applications are scheduled. This further minimizes the potential for exposure to pets, etc.
- C.** Applications on facilities adjacent to schools are made in the early

morning prior to the start of the school day.

- D. All work sites receive biological review prior to the commencement of work to ensure there are no adverse impacts to fish and wildlife.

6. Training, education and process for continuous improvement

In addition to the selection of the lowest order toxicity products for use and the practices that further minimize the potential for exposure the District ensures that the applications are made in the most professional manner possible:

- A. All applications are made by following a written recommendation from a licensed pest control adviser (PCA). In order for an individual to acquire a PCA license from the Department of Pesticide Regulation, they must meet specific educational requirements. In general, these requirements are at a minimum, the equivalent of a Bachelor of Science degree in specific agricultural sciences.
- B. All applications are made by, or under the immediate oversight of licensed applicators who possess a Qualified Applicator Certificate from the Department of Pesticide Regulation
- C. Both of these licensing requirements ensure that professionals are involved in the application of pesticides on District property. The licensing requirements are rigorous. Once licenses are acquired, there are continuing education requirements to maintain them ensuring that licensees receive regular education on the latest pesticide laws, methods and regulations.
- D. District staff is continually working on improvements to the program. This includes analysis of new products, examining new methods and reviewing alternatives.
- E. The table in **ATTACHMENT B** shows the overall reduction of herbicide use by the District in recent years.

SUMMARY AND CONCLUSIONS

The District uses a variety of methods of maintenance. Each method has been examined for its economic efficiency and its environmental sensitivity.

All available methods are considered and the most appropriate method is selected for each activity. Mechanical and hand labor methods alone do not offer the control necessary to meet the multiple asset management objectives of the program defined in the beginning of this document. Additionally, these methods often have a higher overall impact on the environment with dust, noise, exhaust emissions and significantly longer

work durations.

For more than a decade, the District has employed a multi-tiered approach to minimize both the risk of pesticides and the total volume of pesticide use. Risk has been reduced by over ten-fold with the use of only the lowest toxic products as shown in **Attachment D** by shifting from Category I and II pesticides to Category III pesticides. Usage has been cut nearly in half due to changes in methodology and use of alternatives as shown in **attachment B**.

ATTACHMENT A



What is Integrated Pest Management (IPM)? Integrated pest management, or "IPM," is a process you can use to solve pest problems while minimizing risks to people and the environment. IPM can be used to manage all kinds of pests anywhere—in urban, agricultural, and wildland or natural areas.

How does IPM work?

***What is a pest?** Pests are organisms that damage or interfere with desirable plants in our fields and orchards, landscapes, or wildlands, or damage homes or other structures. Pests also include organisms that impact human or animal health. Pests may transmit disease or may be just a nuisance. A pest can be a plant (weed), vertebrate (bird, rodent, or other mammal), invertebrate (insect, tick, mite, or snail), nematode, pathogen (bacteria, virus, or fungus) that causes disease, or other unwanted organism that may harm water quality, animal life, or other parts of the ecosystem.*

IPM focuses on long-term prevention of pests or their damage by managing the ecosystem. With IPM, you take actions to keep pests from becoming a problem, such as by growing a healthy crop that can withstand pest attacks, using disease-resistant plants, or caulking cracks to keep insects or rodents from entering a building.

Rather than simply eliminating the pests you see right now, using IPM means you'll look at environmental factors that affect the pest and its ability to thrive. Armed with this information, you can create conditions that are unfavorable for the pest.

In IPM, monitoring and correct pest identification help you decide whether management is needed. Monitoring means checking your field, landscape, forest, or building—or other site—to identify which pests are present, how many there are, or what damage they've caused. Correctly identifying the pest is key to knowing whether a pest is likely to become a problem and determining the best management strategy.

After monitoring and considering information about the pest, its biology, and environmental factors, you can decide whether the pest can be tolerated or whether it is a problem that warrants control. If control is needed, this information also helps you select the most effective management methods and the best time to use them.

IPM programs combine management approaches for greater effectiveness. The most effective, long-term way to manage pests is by using a combination of methods that work better together than separately. Approaches for managing pests are often grouped in the following categories.

- **Biological control** is the use of *natural enemies*—predators, parasites, pathogens, and competitors—to control pests and their damage. Invertebrates, plant pathogens, nematodes, weeds, and vertebrates have many natural enemies.
- **Cultural controls** are practices that reduce pest establishment, reproduction, dispersal, and survival. For example, changing irrigation practices can reduce pest problems, since too much water can increase root disease and weeds.
- **Mechanical and physical controls** kill a pest directly or make the environment unsuitable for it. Traps for rodents are examples of mechanical control. Physical controls include mulches for weed management, steam sterilization of the soil for disease management, or barriers such as screens to keep birds or insects out.
- **Chemical control** is the use of pesticides. *In IPM, pesticides are used only when needed and in combination with other approaches for more effective, long-term control. Also, pesticides are selected and applied in a way that minimizes their possible harm to people and the environment. With IPM you'll use the most selective pesticide that will do the job and be the safest for other organisms and for air, soil, and water quality; use pesticides in bait stations rather than sprays; or spot-spray a few weeds instead of an entire area.*

IPM programs

These IPM principles and practices are combined to create *IPM programs*. While each situation is different, five major components are common to all IPM programs:

1. Pest identification
2. Monitoring and assessing pest numbers and damage
3. Guidelines for when management action is needed
4. Preventing pest problems
5. Using a combination of biological, cultural, physical/mechanical and chemical management tools

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ATTACHMENT B

REDUCTION IN CHEMICAL USE BY THE DISTRICT

	Year	2011 Usage	2012 Usage	Percent Reduction
Product				
Aquamaster		85.53 gallons	0 gallons	100%
Competitor		278.16 gallons	140.44 gallons	49.5%
Gallery		1694.53 pounds	912.53 pounds	46.15%
Garlon 4		6.3 gallons	5.83 gallons	7.46%
Pendulum		1370.2 gallons	750.12 gallons	45.25%
Rodeo		754.92 gallons	435.27 gallons	42.34%
Roundup Pro Concentrate		1310.3 gallons	640 gallons	51.16%
Total Herbicide Reduction				47.6%

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1. PURPOSE AND SCOPE

This defines District policies and procedures for pesticide approval, purchasing, acquisition, handling, use, storage, transportation, disposal, and reporting in a manner consistent with all District’s permits, the California Environmental Quality Act (CEQA), and the California Department of Pesticide Regulation. These policies and procedures do not replace the need for regulatory permits and only apply to District work activities once these permits are in place.

These policies and procedures apply to all District-owned or operated facilities and staff, contractors, permittees, and suppliers. The District goal is to minimize the environmental risk and exposure resulting from its pesticide use by employing Best Management Practices (BMPs) and alternatives to their use to the maximum extent practicable and to facilitate the safe use of pesticide by qualified staff and contractors.

2. POLICY

1. Only pesticides included on W751D01 Pesticides Products Approved for District Use (Product List) are allowed to be used, in the appropriate categories for product application on District facilities.

1.1. District staff is prohibited from purchasing over the counter pesticides

1.2. The product lists will be updated, as needed, by the Pesticide Review Team to ensure compliance with these practices.

1.3. All pesticide products not on the approved list that are desired to be used on District facilities (by employees, contractors, or permittees) will need first to be reviewed and approved by the Pesticide Review Team (PRT) prior to their use in accordance with Section 8 of this document and be verified as being in accordance with any relevant regulatory agency review.

2. **State-certified Qualified Applicator** (see definition in Section 4) with the appropriate current certification categories must be onsite for entire application of all pesticides.

3. Products listed on the State Department of Pesticide Regulation (DPR) “A” list of known groundwater contaminants will not be used. Detailed information on DPR regulations can be found on their web site at <http://www.cdpr.ca.gov/docs/legbills/calcode/040101.htm#a6800>

4. Category I and II pesticides will not be used for routine projects without prior review and approval by the Pesticide Review Team and per regulatory authorizations.

5. To minimize the use of pesticides in the work place, pesticides derived from non-toxic natural ingredients should be used as repellants when appropriate.
6. Insecticides are used after other methods, such as prevention or natural nontoxic control methods, have been shown to be ineffective in similar situations. Where use is needed, the product with the lowest toxicity is used in accordance with the manufacturer's label.
7. Herbicides are used only when alternatives use such as mowing, hand removal, disking, or grazing, has been shown to be ineffective or inefficient to meet the needs and requirements of this program.
 - 7.1. No herbicide shall be used by District staff without a written recommendation from a Pest Control Advisor in accordance with State Department of Pesticide Regulation (DPR) www.cdpr.ca.gov
8. Rodenticides are used only after trapping to control burrowing rodents has been shown to be ineffective in similar situations or deemed impractical, unless regulatory permits are required.
9. Pesticides containing the following are prohibited without exception:
 - 9.1. Copper based products on or around any body of water.
 - 9.2. Organophosphate or Carbamate products.

3. REFERENCE DOCUMENTS

External Reference Documents

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
State Department of Pesticide Regulation (DPR)	www.cdpr.ca.gov http://www.cdpr.ca.gov/docs/dept/quicklinks/compliance/lawsregs.htm
State Department of Pesticide Regulation (DPR) - pesticides that are known to cause groundwater contamination	http://www.cdpr.ca.gov/docs/legbills/calcode/040101.htm#a6800
State Department of Pesticide Regulation (DPR) - Keeping Pesticides Out Of Floodwaters – Container Labeling	http://www.cdpr.ca.gov/docs/pressrls/archive/1998/980213.htm
California Environmental Quality Act (CEQA)	http://ceres.ca.gov/ceqa/
California Food and Agricultural Code for Non-Production Agricultural Use	http://www.cdpr.ca.gov/phpps/LBAMeir/CH%207_Public%20Svcs%20&%20Haz%20Resp.pdf http://www.cdpr.ca.gov/docs/enforce/bulletins/ag_nonag.pdf

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
State Department of Fish and Game Code relative to stream alterations	http://www.dfg.ca.gov/habcon/1600/
Environmental Protection Agency regulations	http://www.epa.gov/pesticides/regulating/laws.htm http://www.epa.gov/pesticides/regulating/containers.htm
Spill Cleanup on The Pesticide Environmental Stewardship (PES) website supported by Center for Integrated Pest Management	http://pesticidestewardship.org/spill/Pages/SpillCleanup.aspx

Internal Reference Documents

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
Q520D01 Environmental Management System Environmental Planning	District QEMS
Q741D03 Procurement of General Services	District QEMS
Q830D01 HAZMAT Emergency Response Procedures	District QEMS
W751M01 Best Management Practices (BMP) Handbook	District QEMS
W640D07 Contractor Safety Program	District QEMS
W640D36 Chemical Purchasing	District QEMS
W640D23 Personal Protective Equipment	District QEMS
W751D01 Pesticides Products Approved for District Use	District QEMS
F751D01 Pest Control Recommendation & Spray Operators Report	District QEMS
WQ75101 Field Operations Work Order Process	District QEMS - Watersheds
WQ75103 Review of Community Projects	District QEMS - Watersheds
Pesticide Safety Training Record	Process Owner Files
SMP BMPs (Modified by Permit Conditions)	
National Pollutant Discharge Elimination System (NPDES) permit requirements	
Countywide Urban Runoff permit requirements	

4. DEFINITIONS

Permitting – The process to acquire regulatory permits from state and federal agencies who have legal jurisdiction with the application of pesticides. Permitting and receiving permits allows the District to legally apply pesticides per the directives in the permits. An environmental planner needs to be engaged to discuss the potential permitting issues.

Pest Control Advisor (PCA) – As defined by the State of California, the Pest Control Advisor is an individual who meets the minimum educational requirements to qualify for examination and who passes the State examination in the categories relative to the area of pesticide work for which they will be making written recommendations for pesticide use. Categories relative to this policy include: Insects, Mites and Other Invertebrates,

Vertebrate Pests, and Weeds. The licensed Pest Control Advisor is the authority making written recommendations for pesticide use.

Pest Control Operator (PCO) – The Pest Control Operator possesses a valid Qualified Applicator License from the State of California, supervises the pesticide application (restricted use and/or general use) made by a licensed pest control business, and is responsible for the safe and legal operation of that business relative to pesticide use.

Pesticide – A product formulated specifically for the purpose of controlling pests. The generic term “pesticide” refers to a broad spectrum of products, including herbicides, insecticides, algaecide, rodenticides, etc. The following pesticides are used by the District:

- **Algaecide** – Algae control in percolation ponds.
- **Fungicides** – Chemical that controls fungi. The District does not use fungicides
- **Herbicides** – Control of weeds and undesirable vegetation to minimize fire hazards, control invasive species, maintain flood conveyance of waterways, and comply with State and Federal requirements.
- **Insecticides** – Control of insects in and around District buildings or worksites, or in the case of a serious pest outbreak,
- **Rodenticides** – Control of rodents on flood control levees, dams, and other facilities.

Pesticide Review Team (PRT) – is a five member committee consisting of the following functional roles: District PCA, Health and Safety Program Administrator, Watershed Biologist, Water Utility Support Program Administrator, and Facilities Maintenance Administrator.

Product Lists – W751D01 Pesticides Products Approved for District Use approved by Pesticide Review Team

Qualified Applicator – As defined by the State of California is an individual who has passed the State examination for application of various pesticide products and is certified to do so. A Qualified Applicator must be certified in the appropriate certification categories to perform the pesticide application. Categories relative to this policy include: Landscape Maintenance, Right of Way, Aquatic, and Residential, Industrial and Institutional.

Toxicity – The Environmental Protection Agency and the State Department of Pesticide Regulation define pesticides in the following categories:

- **Category I** – highest pesticide toxicity, or poses specific health hazards such as a severe eye hazard.
 - Signal Word(s) - ***Danger/Poison; Skull & Crossbones***

- **Category II** – Moderate toxicity pesticides 1-10 times less toxic than Category I.
 - Signal word - **Warning**
- **Categories III and IV** – least toxic, 1-10 times less toxic than Category II, and Category IV is considered practically non-toxic.
 - Signal word – **Caution**

5. ROLES AND RESPONSIBILITIES

District’s Pest Control Adviser (PCA): Is responsible for coordinating, reviewing, tracking, documenting and reporting pest control practices at the District. Additionally, the PCA provides updates on policy changes and modifications to all District staff. The PCA works with the Watersheds Environmental Health and Safety Program Administrator on the aspects of employee training. This role is filled by the Vegetation Program Senior Field Operations Administrator in the Vegetation Management Unit.

Pesticide Policy Process Owner: Is responsible for resolving any issues with related pesticide use that could not be resolved by working with the PRT and Management. This role is filled by the Vegetation Unit Manager.

Pesticide Review Team (PRT): The purpose of this operational team is to oversee compliance to the pesticide program. The team will also be responsible for:

- Meeting annually and as-needed which will be decided by the Team
- Evaluating the District’s pesticide use
- Revision, as needed, of the Pesticides Products Approved for District Use list.
- Responding to issues relative to the use of pesticides
- Recommending changes to the pesticide program including training and procedures
- Reviewing, evaluating, and approving the use of new products including those to be used by contractors and permittees. These approvals do not override the legal requirements for CEQA compliance
- Researching alternatives to pesticides using staff and consultant services

Unit Manager of Units with Oversight of the Use of Pesticides - these units include, but are not limited to: Vegetation Management Unit, Facilities, Watershed Field Operations Units, Water Utility Raw Water Field Operations and Pipeline Maintenance Unit, and Watershed Stream Stewardship

- Provide training on pesticide use, MSDS labeling, and BMPs relating to pesticide use
- Maintaining original training records in accordance with District Record Retention Policy
- Sending copies of training records to the Training Unit

Unit Manager with Oversight of Pesticide Contractors – these units include: Vegetation Management Unit, Facilities, and Watershed Stream Stewardship are responsible for

- Ensuring that any contracts involving pesticides comply with this document and contain all project specific requests, restrictions, and BMPs for limitation on pesticide use prior to signing contract
- Ensuring that any contractors using pesticides have immediate oversight by a State-Certified Qualified Applicator
- Oversight of the pesticide contractor from the time the contract is in effect to the end of the contract service
- Training contractors on District BMPs, District Environmental Management System including Policy and aspects, Pesticide Policies (this document), and W751D01 Pesticide Products Approved for District Use
- Acquiring the appropriate approvals, permits, any environmental reviews, biological surveys, and clearances before beginning work
- Providing a report after the use of pesticides back to the Vegetation Management Unit Manager with the exact names of pesticides applied and the amounts used

Qualified Applicator – Is responsible for:

- Being certified by the State of California with the appropriate certification categories (see definition, section 4)
- Annual training of District BMPs, Pesticide Policies (this document), and W751D01 Pesticide Products Approved for District Use.
- Must be onsite for entire application “immediate oversight” of all pesticide use.
- Responsible for the storage, handling, transportation, labeling, disposal, and clean up of spills according to State Department of Pesticide Regulation, District standards, and Hazardous Materials regulations.
- Posting on the project site and notifying the appropriate parties of the pesticide use
- Completing a Spray Operators Report (F751D01) for each pesticide application and then submitting report to the appropriate review body of by the applicable due dates.

Vegetation Unit Manager:

- Is the Pesticide Policy Process Owner
- Is responsible for resolving any issues with related pesticide use that could not be resolved by working with the PRT and Management.
- Is responsible for monthly reporting to the Agricultural Commissioner

6. REQUIREMENTS

6.1 ISO Requirements

- **ISO 9001 Quality Management System Requirements**
 - 7.5.1 Control of Production and Service Provision
- **ISO 14001 Environmental Management System**
 - 4.4.6 Operational Control

6.2 Other Requirements

- California Environmental Quality Act (CEQA) and other applicable Federal and State Regulations

- Board Governance Policies and Executive Limitations
- Best Management Practices of the various environmental documents covering the District’s work on streams, water utility facilities, buildings, and grounds

7. MONITORING AND MEASUREMENT

The Pesticide Review Team will review and report on this process annually.

8. PROCEDURE

ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
<p>(1) Review of Pesticide Use</p> <p>(Pesticide Review Team)</p>	<ul style="list-style-type: none"> • The Team will meet annually in January and as-needed to: <ul style="list-style-type: none"> ○ Evaluate the District’s pesticide use. ○ Revise, as needed, the W751D01 Pesticide Products Approved for District Use list. ○ Respond to requests to add pesticides to W751D01 Pesticide Products Approved for District Use list. ○ Respond to issues relative to the use of pesticides. ○ Recommend changes to the pesticide program including training and procedures. ○ Review, evaluate, and approve the use of new products including those to be used by contractors and permittees. ○ Research alternatives to pesticides. • W751D01 Pesticide Products Approved for District Use will be released in accordance with Q423D01 District Document Control Process <ul style="list-style-type: none"> ○ Release announcement will be sent to all District Staff 	<p>W751D01 Pesticide Products Approved for District Use</p>
<p>(2) Purchase of Pesticides</p> <p>(District Staff)</p>	<ul style="list-style-type: none"> • District Staff is prohibited from purchasing pesticides over the counter, as these are designated for home use only • See W751D01 Pesticide Products Approved for District Use for acquiring pesticides • If a pesticide is not listed on W751D01 Pesticide Products Approved for District Use, a request may be made to the PRT <ul style="list-style-type: none"> ○ Send the request through Access Valley Water to PCA ○ PCA will review the request and forward to PRT ○ Requestor will be notified of decision 	<p>Request using Access Valley Water</p>

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
<p>(3) Certification Requirements for Using Pesticides</p> <p>(District Staff, Contractors, Permittees)</p>	<ul style="list-style-type: none"> • All applicable District staff, contractors, and permittees shall provide proof of State Certification performing pesticide applications. • As defined by the State of California, State-certified Qualified Applicator is an individual who has passed the State examination for application of various pesticide categories and is certified to do so. Categories relative to this policy include: Landscape Maintenance, Right of Way, Aquatic, and Residential, Industrial and Institutional. • Any pesticide use by District Staff, contractors, or permittees in the course of District business must be done with immediate oversight by a State-certified Qualified Applicator with the appropriate certification categories. <ul style="list-style-type: none"> ○ Only pesticides listed on W751D01 Pesticide Products Approved for District Use list can be used. <ul style="list-style-type: none"> • There is an exemption of Aerosol for Yellow Jackets and Spiders. See step 8. 	<p>Contractors and Permittee Proof of State Certification</p>
<p>(4) Pesticide Use with Permits, Agreements, or Licenses</p> <p>(Community Review Projects Unit (CPRU))</p>	<ul style="list-style-type: none"> • Permits, agreements, and licenses will be issued by CPRU in accordance with WQ75103 Review of Community Projects. CPRU will work with Vegetation Management Unit on any pesticide request. <ul style="list-style-type: none"> ○ Any pesticide use by District Staff, contractors, or permittees in the course of District business must be done with immediate oversight by a State-certified Qualified Applicator with the appropriate certification categories. <ul style="list-style-type: none"> • Only pesticides listed on W751D01 Pesticide Products Approved for District Use list can be used. • If a pesticide is not listed on W751D01 Pesticide Products Approved for District Use, CPRU can make a request to add the product to the PRT by sending the request to the PCA using Access Valley Water 	
<p>(5) Training Requirements for Using Pesticides</p> <p>(Unit Managers of units who use or oversee the use of Pesticides)</p>	<ul style="list-style-type: none"> • All Unit Managers of units who use or oversee the use of pesticides will provide trainings on pesticide, MSDS labeling, and BMPs for any staff that use or oversee the use of pesticide in the course of their duties. <ul style="list-style-type: none"> ○ Optionally, Unit Managers can contract Process Owner for training or alternatives. • The training shall include: <ul style="list-style-type: none"> ○ Review of laws and regulations ○ Updates on new products ○ Pesticide Policies (this document) ○ W751D01 Pesticide Products Approved for District Use ○ Review of proper procedures for use and handling ○ Review of W640D23 Personal Protective Equipment ○ Review of impacts of pesticides on the environment 	

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
	<ul style="list-style-type: none"> ○ Label/MSDS training – Proper reading and use ○ Impacts of pesticides on the environment ○ Updates on project-specific operating procedures and BMPs ○ Process for identifying and responding to potential secondary impacts (carcass discovery) ○ Proper emergency response procedure for accidental ingesting or spilling of pesticides <ul style="list-style-type: none"> ● The Unit Manager providing the training is responsible for maintaining the original training records and for providing a copy to the Training & Employee Development Unit for entry into the Training Wizard 	Staff Training Records
<p>(6) Contractor Pesticide Use (i.e. landscape, rodent control)</p> <p>(Unit Manager requesting contracting services)</p>	<ul style="list-style-type: none"> ● The selection of contractors who use pesticides in the course of the contract will be in accordance with Q741D03 Procurement of General Services, W640D07 Contractor Safety Program, and this document. ● RFP package includes the requirement that only State-certified Qualified Applicator with the appropriate current certification categories will provide immediate oversight for application of all pesticides. ● Per Q741D03 Procurement of General Services, Procurement will verify the contractor is a State-certified Qualified Applicator with the appropriate current certification categories will provide immediate oversight for application of all pesticides to be used within the contract ● Unit Manager requesting the pesticide contracting services is responsible for: <ul style="list-style-type: none"> ○ Oversight of the contract from the time the contract is in effect to the end of the contract service ○ Training the contractor on: <ul style="list-style-type: none"> ● The District’s environmental policy, environmental management system, and the environmental aspects of the activities ● District BMP’s ● Pesticide Policies (this document) ● W751D01 Pesticide Products Approved for District Use ● Safety training, see W640D07 Contractor Safety Program ○ Acquiring the appropriate approvals, permits, any environmental reviews, biological surveys, and clearances before beginning work ○ Providing an after use report with the exact pesticides used and amounts back the Vegetation Management Unit Manager within a week of application. This is necessary for tracking District pesticide use. 	Contractor Training Records

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
<p>(7) Processing Pesticide Use Recommendations for Internal Use</p> <p>(Pest Control Adviser (PCA))</p>	<ul style="list-style-type: none"> • Staff pesticide requests are initiated, entered, and tracked in Maximo in accordance with WQ75101 Field Operations Work Order Process • The request will be evaluated for: <ul style="list-style-type: none"> ○ Any questions or issues will be resolved by the Pesticide Review Team ○ Environmental clearances and permits must be obtained, as required ○ Biological Survey and clearance must be obtained before proceeding with application of pesticides, when required by permit or regulation ○ BMPs must be followed • A proposed use is evaluated based on: <ul style="list-style-type: none"> ○ Regulatory restrictions including CEQA and BMPs ○ Anticipated effectiveness of the proposed methods ○ Public health aspects ○ Long and short term environmental impacts ○ Financial cost ○ Consistency with other District's policies • All herbicide use by District staff require a written recommendation from the PCA in accordance with State Department of Pesticide Regulation (DPR) www.cdpr.ca.gov • PCA develops a written Pest Control Recommendation (F751D01) for use in accordance with requirements of the California Food and Agricultural Code and forwards the request and recommendation to the Qualified Applicator. • The Qualified Applicator reviews the request and recommendation and completes the work. 	<p>F751D01 Pest Control Recommendation & Spray Operators Report</p>
<p>(8) Use of Aerosols for Yellow Jackets and Spiders</p> <p>(Staff)</p>	<ul style="list-style-type: none"> • District Staff is prohibited from purchasing pesticides over the counter as these are designated for home use only • Aerosols for yellow jackets and spiders can be obtained from PCA <ul style="list-style-type: none"> ○ Contact PCA via email and specify whether the use will be outdoors or indoors, date planned, and if training is needed. ○ Only employees that have been trained on the MSDS and label are allowed to use the aerosols for yellow jackets and spiders. Contact PCA for more details ○ Proper PPE (eye goggles and gloves) is required when handling these pesticides. 	<p>Request</p>

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
	<ul style="list-style-type: none"> ○ Aerosols cans will be individually issued. New cans can be issued only after empty cans are returned. ● Reporting on the usage of the use of these pesticides: <ul style="list-style-type: none"> ○ Will be done after each can is emptied and returned to the PCA ○ Report will be submitted to the Agricultural Commissioner. See step 11 of this section. 	
<p>(9) Handling, Labeling, Storage, Disposal, Transportation, and Spills of Pesticides</p> <p>(Qualified Applicator)</p>	<ul style="list-style-type: none"> ● Handling. Mixing and loading should never be done without a full understanding of the pesticide label and with the use of all recommended personal protective equipment (PPEs-See W640D23 Personal Protective Equipment) The label will identify the dangers involved and the precautions to follow, may indicate the signs and symptoms of poisoning and recommend first aid practices, should one be exposed to the product. <ul style="list-style-type: none"> ○ Pesticide handling includes the following activities: <ul style="list-style-type: none"> ● Mixing, loading transferring, applying or assisting with an application of pesticides, ● Servicing, repairing or handling contaminated equipment, ● Incorporating pesticides into soil or entering treated area during an application ● Labeling. Containers containing pesticides will be labeled according to State Department of Pesticide Regulation (DPR) - Keeping Pesticides Out Of Floodwaters – Container Labeling http://www.cdpr.ca.gov/docs/pressrls/archive/1998/980213.htm <ul style="list-style-type: none"> ○ Each pesticide service container must be labeled with <ol style="list-style-type: none"> 1. Pesticide name 2. Signal word (Danger/Poison, Warning, or Caution) 3. Who the container belongs to (SCVWD) ● Storage. Pesticides must be stored according to the properties set forth in the MSDS. See http://www.epa.gov/pesticides/regulating/containers.htm This includes: <ul style="list-style-type: none"> ○ Pesticides must be stored in labeled containers ○ Pesticides should be stored in a designated storage room that has secondary containment on earthquake secured shelves. ○ Pesticides should not be stored in a location that would expose them to direct sunlight. ○ Disposal of unused pesticides and associated containers will be handled in compliance with hazardous waste regulations 	

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
	<ul style="list-style-type: none"> ○ Transportation of Pesticides - <ul style="list-style-type: none"> ○ Never carry pesticides in the passenger compartment of any vehicle. ○ All pesticides containers should be secured in the cargo area of the vehicle. ○ Do not leave pesticides unattended in a vehicle unless they are inside a locked compartment. ○ A current inventory of all pesticides, along with MSDS's for each pesticide to be transported, should be available. ○ Spills. Any spilled pesticide will be cleaned up in accordance with Spill Cleanup on The Pesticide Environmental Stewardship (PES) website supported by Center for Integrated Pest Management (http://pesticidestewardship.org/spill/Pages/SpillCleanup.aspx) and Q830D01 HAZMAT Emergency Response Procedures 	

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
<p>(10) Posting, Notification, and Application of Pesticides</p> <p>(Qualified Applicator)</p>	<ul style="list-style-type: none"> • Posting of areas where pesticides are used shall be performed in compliance with this policy as follows: <ul style="list-style-type: none"> • Posting shall be performed in compliance with the label requirements of the product being applied. • In addition, the District shall provide posting for any products applied in areas used by the public for recreational purposes, or those areas readily accessible to the public, regardless of whether the label requires such notification. In doing this, the District ensures that exposure risk is minimized by adopting practices that go beyond the product label requirements. • Sign postings shall include the date and time of application, the product’s active ingredients, common name, and the time of allowable re-entry into the treated area. A District staff contact phone number shall be posted on the sign. • Signs shall not be removed until after the end of the specified re-entry interval. • Right-to-know literature on the product shall be made available upon request to anyone in the area of the application. • The District maintains records of neighbors with specific needs relative to notification prior to treatment of an adjacent area to ensure such needs are accommodated. These records are maintained in Maximo with the pest control recommendation. • A Spray Operators Report (F751D01) shall be completed for each pesticide application performed by District staff. This report shall be submitted with each daily work order in accordance with WQ75101 Field Operations Work Order Process and include: <ul style="list-style-type: none"> • Pesticide common name and active ingredient • Method of application • Dilution rate, if applicable • Total amount of product applied, plus the total amount of diluted material • For outdoor applications, weather conditions, including temperature and wind speed • Specific pests controlled with each application • Unit Managers overseeing pesticide contractors must supply a monthly use report with the exact pesticides used and amounts (Spray Operators Report) to the Vegetation Management Unit Manager by the 5th day of the following month. This is necessary for tracking all pesticide use on District facilities. The contractor’s use report is an internal document only and will not be submitted to the Agricultural Commissioner. • Contractor is responsible for submitting their monthly use report to the Agricultural commissioner in accordance with the State Certification requirements. 	<p>Pest Control Recommendation & Spray Operators Report</p> <p>Pesticide Contractor’s Spray Operators Report</p>

ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
(11) Reporting (Vegetation Unit Manager)	<ul style="list-style-type: none"> A report will be run monthly from Maximo listing the total amount of products used for pest control including the common name. This listing will be submitted to the Agricultural commissioner no later than the 10th day of each month. 	<p>Maximo Report</p> <p>Report send to Agricultural Commissioner</p>

9. QUALITY RECORDS

QUALITY RECORD	LOCATION KEPT	FILING ORDER	RECORDS RETENTION SCHEDULE SERIES NO.	COMMENTS
Pesticide Products Approved for District Use List	District Document Control	Document ID	RS-0226	
Maximo Database Record (including reports)	Network Server	Work Order Number	RS-0052	
Pest Control Recommendation & Report	Work Order	Facility Number & Date	RS-0221	
Report send to Agricultural Commissioner	Process Owner Files	Date	RS-0026	
Original Training Records	Process Owner Files	Date	RS-0076	

10. CHANGE HISTORY

Date	Revision	Comments
02/10/10	A	Initial release into QEMS, effective 1/27/10. Supersedes Administrative Policy and Procedure Ad-8.2 Pesticide Use. This document was sent to be reviewed by: Bill Smith; Geoffrey Weigand; David Matthews; Marc Klemencic; Liang Lee; Mike Martin; Debra Caldon; Mike Cresap; Melanie Richardson (Maryann O'Brien); Ann Draper; Chris Elias; Jim Fiedler; Michael Hamer; Frank Maitski; and Neddal Ali-Adeeb.
04/29/11	B	Major rewrite of document. Document was sent for the first stakeholder review in September 2010 and a second stakeholder review in December 2010. Comments were provided by Michael Sanchez; Jennifer Castillo; David Dunlap; Joe Chavez; Jim Crowley; Jamie McLeod; David Matthews; Bill Smith; Kenneth McKenzie; John Chapman, Sunny Williams, Lisa Porcella, and Nina Merrill. A meeting with held with Larry Lopez, Geoffrey Weigand, Mike Cresap; and Tom Spada to collect comments. Stakeholder comments have been responded to and incorporated into the document where appropriate.
09/21/11	C	Minor editorial changes: incorporated W640D23 Personal Protective Equipment in Procedure Steps 5 and 9 and added a link to Spill Cleanup.

11. ADDENDA

None

ATTACHMENT D

SIGNAL WORDS AND CATEGORIES OF TOXICITY

Toxicity Category	Signal Word	Relative Toxicity	LD 50 Oral (mg/kg)	LD 50 Dermal (mg/kg)	LC 50 Inhalation (mg/liter)	Currently Used by District
I	Danger/Poison (Skull and Crossbones)	Highly Toxic	0-50	0-200	0-0.2	0
II	Warning	Moderately Toxic	51-500	201-2,000	0.2-2.0	0
III	Caution	Low Order Toxicity	Over 500	2,0001-20,000	2.0-20.0	

LD50, is the lethal dose of a substance necessary to kill 50 percent of a test population by ingestion or dermal application. It is measured in milligrams of substance per kilogram of body weight.

LC50 is the lethal concentration of airborne particles necessary to kill 50 percent of a population through inhalation. It is measured in milligrams of substance per liter volume of air.

Test species include species of fish and mammals in various stages of growth. The species used vary from product to product. For example, aquatic herbicide testing would be geared more toward aquatic species, but would include terrestrial species. Conversely, products used for terrestrial weed control would be tested on both terrestrial species and aquatic species.

Please refer to the comparison of the toxicity of herbicides products used by the District with commonly ingested substances on the reverse of this page.

ATTACHMENT D (CONTINUED)

In comparison, the following table shows the LD, of commonly ingested substances as compared with herbicides used by this District.

NICOTINE	53 mg/kg
ASPIRIN	1,000 mg/kg
VITAMIN A	2,000 mg/kg
Garlon 4	2,250 mg'/kg
TABLE SALT	3,300 mg/kg
Pendulum	3,380 mg/kg
Gallery	Greater than 5,000mg/kg
Roundup/Rodeo	5,400 mg/kg

This table shows that the current substances used to control vegetation on District facilities are less toxic than aspirin and vitamin A. The majority of substances are less toxic than table salt. Garlon 4 is used sparingly on District facilities as needed to selectively control broadleaf weeds. In an average year less than fifteen gallons of Garlon 4 are necessary to control limited weed growth.

ATTACHMENT E

The following table compares costs of the various vegetation management

activities and the number of acres each activity addresses in an integrated control program that includes the use of herbicides as one of the tools, as compared with a program that does not include the use of herbicides.

Integrated program including herbicides

OUTCOME NUMBER	ACTIVITY TYPE	NUMBER OF ACRES	COST PER ACRE	FREQUENCY (# OF TIMES PER YEAR)	TOTAL COST
1	SLOPE MOWING	370	\$198	1	\$73,260
2	WEED ABATEMENT HAND LABOR	140	\$863	1	\$120,820
3	IN STREAM VEGETATION CONTROL (HAND LABOR)	190	\$4,501	1	\$855,190
4	IN STREAM VEGETATION CONTROL (AQUATIC HERBICIDE)	429	\$733	1	\$314,457
5	ROAD MAINTENANCE (HERBICIDE APPLICATION)	994	\$385	2	\$765,380
					\$2,129,107

Program without the use of herbicides

OUTCOME NUMBER	ACTIVITY TYPE	NUMBER OF ACRES	COST PER ACRE	FREQUENCY (# OF TIMES PER YEAR)	TOTAL COST
1	SLOPE MOWING	370	\$198	1	\$73,260
2	WEED ABATEMENT HAND LABOR	140	\$863	2	\$241,640
3,4	IN STREAM VEGETATION CONTROL (HAND LABOR)	619	\$4,501	1	\$2,786,119
5	ROAD MOWING (REPLACES HERBICIDE APPLICATION)	994	\$465	6	\$2,773,260
					\$5,874,279

ATTACHMENT F

Summary of Managed Acres and Types of Management

WORK ACTIVITY	TOTAL ACRES	ACRES MANAGED WITH HERBICIDES AS ONE OF THE TOOLS	PERCENTAGE OF ACRES MANAGED USING HERBICIDES AS ONE OF THE TOOLS
INSTREAM CLEARING OF VEGETATION FOR FLOOD CONVEYANCE	619 ACRES	45	0.073%
UPLAND VEGETATION CONTROL FOR RIGHT OF WAY MAINTENANCE AND FIRE CODE COMPLIANCE	2696	994	36.9%
CREEKSIDE REVEGETATION & MITIGATION MAINTENANCE AND MONITORING	352	35	9.9%
MITIGATION OPEN LANDS	1177	117	9.9%
	4844	1191	24.59%

A Summary of The District's Pesticide Program



Introduction

- Pesticides are one of many tools used by the District to control various pests
 - The primary category of pesticide used is herbicides
 - Rodenticides and Insecticides are used as needed in smaller quantities



Hand Labor



3 | Summary of the District's Pesticide Program August 2012



Mechanical



4 | Summary of the District's Pesticide Program August 2012



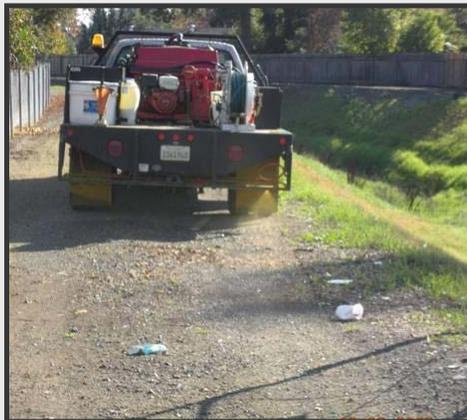
Mulching



Santa Clara Valley
Water District 

5 | Summary of the District's Pesticide
Program August 2012

Herbicide Applications



Santa Clara Valley
Water District 

6 | Summary of the District's Pesticide
Program August 2012

Baiting



Santa Clara Valley
Water District 

7 | Summary of the District's Pesticide
Program August 2012

Trapping



Santa Clara Valley
Water District 

8 | Summary of the District's Pesticide
Program August 2012

Exclusion



9 | Summary of the District's Pesticide Program August 2012

Evaluating Pesticide Toxicity

Signal Words and Categories of Toxicity						
Toxicity Category	Signal Word	Relative Toxicity	LD 50 Oral mg/kg	LD50 Dermal mg/kg	LC50 Inhalation mg/liter	Currently Used By District
I	Danger/Poison	Highly Toxic	0-50	0-200	0-0.2	0
II	Warning	Moderately Toxic	51-500	201-2,000	0.2-2.0	0
III	Caution	Low Order Toxicity	Over 500	2001-20,000	2.0-20.0	6



10 | Summary of the District's Pesticide Program August 2012

Evaluating Pesticide Toxicity (Cont'd)

Toxicity Comparison

Nicotine	53mg/kg
Aspirin	1,000 mg/kg
Vitamin A	2,000 mg/kg
Garlon 4	2,250 mg/kg
Table Salt	3,300 mg/kg
Pendulum	3,390 mg/kg
Gallery	Greater than 5,000 mg/kg
Roundup/Rodeo/Aquamaster	5,400 mg/kg



Pesticide Reduction Efforts

Product	2011 Usage	2012 Usage	Percent Reduction
Aquamaster	85.53 gallons	0 gallons	100%
Competitor	278.16 gallons	140.44 gallons	49.5%
Gallery	1694.53 pounds	912.53 pounds	46.15%
Garlon 4	6.3 gallons	5.83 gallons	7.46%
Pendulum	1370.2 gallons	750.12 gallons	45.25%
Rodeo	754.92 gallons	435.27 gallons	42.34%
Roundup Pro Concentrate	1310.3 gallons	640 gallons	51.16%
Total Herbicide Reduction			47.6%



Economic Analysis of Methods

Integrated Program Including Herbicides

	Activity Type	Number of Acres	Cost Per Acre	# of Times Per Year	Total Cost
1	Slope Mowing	370	\$198	1	\$73,260
2	Weed Abatement-Hand Labor	140	\$863	1	\$120,820
3	In Stream Hand Removal	190	\$4,501	1	\$855,190
4	In Stream Herbicide	429	\$733	1	\$314,457
5	Road Herbicide Work	994	\$385	2	\$765,380
	Total Program Cost				\$2,129,107

Summary of the District's Pesticide Program August 2012

Economic Analysis of Methods

Program Without Herbicides

	Activity Type	Number of Acres	Cost Per Acre	# of Apps Per Year	Total Cost
1	Slope Mowing	370	\$198	1	\$73,260
2	Weed Abatement-Hand Labor	140	\$863	2	\$241,640
3,4	In Stream Hand Removal	619	\$4,501	1	\$2,786,119
5	Road Mowing	994	\$465	6	\$2,773,260
	Total Program Cost				\$5,874,279

Training, Education, and Process Improvement

- Pest Control Adviser
- Qualified Applicator
- Product Analysis
- Trials and Testing



15 | Summary of the District's Pesticide Program August 2012

Summary

- Herbicides are one tool in the District's Tool Box
- When herbicides are used, only the least toxic are used
- Herbicides have a lower carbon footprint than alternatives
- Herbicides provide significant cost savings while allowing for an extended work season
- The program goal is to provide the most economical program with the least environmental impact



16 | Summary of the District's Pesticide Program August 2012

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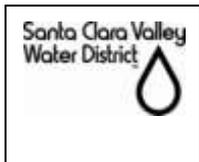
1. PURPOSE AND SCOPE

This defines District policies and procedures for pesticide approval, purchasing, acquisition, handling, use, storage, transportation, disposal, and reporting in a manner consistent with all District's permits, the California Environmental Quality Act (CEQA), and the California Department of Pesticide Regulation. These policies and procedures do not replace the need for regulatory permits and only apply to District work activities once these permits are in place.

These policies and procedures apply to all District-owned or operated facilities and staff, contractors, permittees, and suppliers. The District goal is to minimize the environmental risk and exposure resulting from its pesticide use by employing Best Management Practices (BMPs) and alternatives to their use to the maximum extent practicable and to facilitate the safe use of pesticide by qualified staff and contractors.

2. POLICY

1. Only pesticides included on W751D01 Pesticides Products Approved for District Use (Product List) are allowed to be used, in the appropriate categories for product application on District facilities.
 - 1.1. **District staff is prohibited from purchasing over the counter pesticides**
 - 1.2. The product lists will be updated, as needed, by the Pesticide Review Team to ensure compliance with these practices.
 - 1.3. All pesticide products not on the approved list that are desired to be used on District facilities (by employees, contractors, or permittees) will need first to be reviewed and approved by the Pesticide Review Team (PRT) prior to their use in accordance with Section 8 of this document and be verified as being in accordance with any relevant regulatory agency review.
2. **State-certified Qualified Applicator** (see definition in Section 4) with the appropriate current certification categories must be onsite for entire application of all pesticides.
3. Products listed on the State Department of Pesticide Regulation (DPR) "A" list of known groundwater contaminants will not be used. Detailed information on DPR regulations can be found on their web site at <http://www.cdpr.ca.gov/docs/legbills/calcode/040101.htm#a6800>
4. Category I and II pesticides will not be used for routine projects without prior review and approval by the Pesticide Review Team and per regulatory authorizations.
5. To minimize the use of pesticides in the work place, pesticides derived from non-toxic natural ingredients should be used as repellants when appropriate.
6. Insecticides are used after other methods, such as prevention or natural nontoxic control methods, have been shown to be ineffective in similar situations. Where use is needed, the product with the lowest toxicity is used in accordance with the manufacturer's label.
7. Herbicides are used only when alternatives use such as mowing, hand removal, disking, or grazing, has been shown to be ineffective or inefficient to meet the needs and requirements of this program.
 - 7.1. No herbicide shall be used by District staff without a written recommendation from a Pest Control Advisor in accordance with State Department of Pesticide Regulation (DPR) www.cdpr.ca.gov



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8. Rodenticides are used only after trapping to control burrowing rodents has been shown to be ineffective in similar situations or deemed impractical, unless regulatory permits are required.
9. Pesticides containing the following are prohibited without exception:
 - 9.1. Copper based products on or around any body of water.
 - 9.2. Organophosphate or Carbamate products.

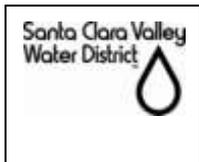
3. REFERENCE DOCUMENTS

External Reference Documents

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
State Department of Pesticide Regulation (DPR)	www.cdpr.ca.gov http://www.cdpr.ca.gov/docs/dept/quicklinks/compliance/lawsregs.htm
State Department of Pesticide Regulation (DPR) - pesticides that are known to cause groundwater contamination	http://www.cdpr.ca.gov/docs/legbills/calcode/040101.htm#a6800
State Department of Pesticide Regulation (DPR) - Keeping Pesticides Out Of Floodwaters – Container Labeling	http://www.cdpr.ca.gov/docs/pressrels/archive/1998/980213.htm
California Environmental Quality Act (CEQA)	http://ceres.ca.gov/ceqa/
California Food and Agricultural Code for Non-Production Agricultural Use	http://www.cdpr.ca.gov/docs/enforce/bulletins/ag_nonag.pdf http://www.cdpr.ca.gov/docs/enforce/bulletins/ag_nonag.pdf
State Department of Fish and Game Code relative to stream alterations	http://www.dfg.ca.gov/habcon/1600/
Environmental Protection Agency regulations	http://www.epa.gov/pesticides/regulating/laws.htm http://www.epa.gov/pesticides/regulating/containers.htm
Spill Cleanup on The Pesticide Environmental Stewardship (PES) website supported by Center for Integrated Pest Management	http://pesticidestewardship.org/spill/Pages/SpillCleanup.aspx

Internal Reference Documents

REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
Q520D01 Environmental Management System Environmental Planning	District QEMS
Q741D03 Procurement of General Services	District QEMS
Q830D01 HAZMAT Emergency Response Procedures	District QEMS
W751M01 Best Management Practices (BMP) Handbook	District QEMS
W640D07 Contractor Safety Program	District QEMS
W640D36 Chemical Purchasing	District QEMS



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REFERENCE DOCUMENT	DOCUMENT LOCATION(S)
W640D23 Personal Protective Equipment	District QEMS
W751D01 Pesticides Products Approved for District Use	District QEMS
F751D01 Pest Control Recommendation & Spray Operators Report	District QEMS
WQ75101 Field Operations Work Order Process	District QEMS - Watersheds
WQ75103 Review of Community Projects	District QEMS - Watersheds
Pesticide Safety Training Record	Process Owner Files
SMP BMPs (Modified by Permit Conditions)	
National Pollutant Discharge Elimination System (NPDES) permit requirements	
Countywide Urban Runoff permit requirements	

4. DEFINITIONS

Permitting – The process to acquire regulatory permits from state and federal agencies who have legal jurisdiction with the application of pesticides. Permitting and receiving permits allows the District to legally apply pesticides per the directives in the permits. An environmental planner needs to be engaged to discuss the potential permitting issues.

Pest Control Advisor (PCA) – As defined by the State of California, the Pest Control Advisor is an individual who meets the minimum educational requirements to qualify for examination and who passes the State examination in the categories relative to the area of pesticide work for which they will be making written recommendations for pesticide use. Categories relative to this policy include: Insects, Mites and Other Invertebrates, Vertebrate Pests, and Weeds. The licensed Pest Control Advisor is the authority making written recommendations for pesticide use.

Pest Control Operator (PCO) – The Pest Control Operator possesses a valid Qualified Applicator License from the State of California, supervises the pesticide application (restricted use and/or general use) made by a licensed pest control business, and is responsible for the safe and legal operation of that business relative to pesticide use.

Pesticide – A product formulated specifically for the purpose of controlling pests. The generic term “pesticide” refers to a broad spectrum of products, including herbicides, insecticides, algaecide, rodenticides, etc. The following pesticides are used by the District:

- **Algaecide** – Algae control in percolation ponds.
- **Fungicides** – Chemical that controls fungi. The District does not use fungicides
- **Herbicides** – Control of weeds and undesirable vegetation to minimize fire hazards, control invasive species, maintain flood conveyance of waterways, and comply with State and Federal requirements.
- **Insecticides** – Control of insects in and around District buildings or worksites, or in the case of a serious pest outbreak,
- **Rodenticides** – Control of rodents on flood control levees, dams, and other facilities.

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Pesticide Review Team (PRT) – is a five member committee consisting of the following functional roles: District PCA, Health and Safety Program Administrator, Watershed Biologist, Water Utility Support Program Administrator, and Facilities Maintenance Administrator.

Product Lists – W751D01 Pesticides Products Approved for District Use approved by Pesticide Review Team

Qualified Applicator – As defined by the State of California is an individual who has passed the State examination for application of various pesticide products and is certified to do so. A Qualified Applicator must be certified in the appropriate certification categories to perform the pesticide application. Categories relative to this policy include: Landscape Maintenance, Right of Way, Aquatic, and Residential, Industrial and Institutional.

Toxicity – The Environmental Protection Agency and the State Department of Pesticide Regulation define pesticides in the following categories:

- **Category I** – highest pesticide toxicity, or poses specific health hazards such as a severe eye hazard.
 - Signal Word(s) - ***Danger/Poison; Skull & Crossbones***
- **Category II** – Moderate toxicity pesticides 1-10 times less toxic than Category I.
 - Signal word - ***Warning***
- **Categories III and IV** – least toxic, 1-10 times less toxic than Category II, and Category IV is considered practically non-toxic.
 - Signal word – ***Caution***

5. ROLES AND RESPONSIBILITIES

District’s Pest Control Adviser (PCA): Is responsible for coordinating, reviewing, tracking, documenting and reporting pest control practices at the District. Additionally, the PCA provides updates on policy changes and modifications to all District staff. The PCA works with the Watersheds Environmental Health and Safety Program Administrator on the aspects of employee training. This role is filled by the Vegetation Program Senior Field Operations Administrator in the Vegetation Management Unit.

Pesticide Policy Process Owner: Is responsible for resolving any issues with related pesticide use that could not be resolved by working with the PRT and Management. This role is filled by the Vegetation Unit Manager.

Pesticide Review Team (PRT): The purpose of this operational team is to oversee compliance to the pesticide program. The team will also be responsible for:

- Meeting annually and as-needed which will be decided by the Team
- Evaluating the District’s pesticide use
- Revision, as needed, of the Pesticides Products Approved for District Use list.
- Responding to issues relative to the use of pesticides
- Recommending changes to the pesticide program including training and procedures

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- Reviewing, evaluating, and approving the use of new products including those to be used by contractors and permittees. These approvals do not override the legal requirements for CEQA compliance
- Researching alternatives to pesticides using staff and consultant services

Unit Manager of Units with Oversight of the Use of Pesticides - these units include, but are not limited to: Vegetation Management Unit, Facilities, Watershed Field Operations Units, Water Utility Raw Water Field Operations and Pipeline Maintenance Unit, and Watershed Stream Stewardship

- Provide training on pesticide use, MSDS labeling, and BMPs relating to pesticide use
- Maintaining original training records in accordance with District Record Retention Policy
- Sending copies of training records to the Training Unit

Unit Manager with Oversight of Pesticide Contractors – these units include: Vegetation Management Unit, Facilities, and Watershed Stream Stewardship are responsible for

- Ensuring that any contracts involving pesticides comply with this document and contain all project specific requests, restrictions, and BMPs for limitation on pesticide use prior to signing contract
- Ensuring that any contractors using pesticides have immediate oversight by a State-Certified Qualified Applicator
- Oversight of the pesticide contractor from the time the contract is in effect to the end of the contract service
- Training contractors on District BMPs, District Environmental Management System including Policy and aspects, Pesticide Policies (this document), and W751D01 Pesticide Products Approved for District Use
- Acquiring the appropriate approvals, permits, any environmental reviews, biological surveys, and clearances before beginning work
- Providing a report after the use of pesticides back to the Vegetation Management Unit Manager with the exact names of pesticides applied and the amounts used

Qualified Applicator – Is responsible for:

- Being certified by the State of California with the appropriate certification categories (see definition, section 4)
- Annual training of District BMPs, Pesticide Policies (this document), and W751D01 Pesticide Products Approved for District Use.
- Must be onsite for entire application “immediate oversight” of all pesticide use.
- Responsible for the storage, handling, transportation, labeling, disposal, and clean up of spills according to State Department of Pesticide Regulation, District standards, and Hazardous Materials regulations.
- Posting on the project site and notifying the appropriate parties of the pesticide use
- Completing a Spray Operators Report (F751D01) for each pesticide application and then submitting report to the appropriate review body of by the applicable due dates.

Vegetation Unit Manager:

- Is the Pesticide Policy Process Owner
- Is responsible for resolving any issues with related pesticide use that could not be resolved by working with the PRT and Management.
- Is responsible for monthly reporting to the Agricultural Commissioner



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6. REQUIREMENTS

6.1 ISO Requirements

- **ISO 9001 Quality Management System Requirements**
 - 7.5.1 Control of Production and Service Provision
- **ISO 14001 Environmental Management System**
 - 4.4.6 Operational Control

6.2 Other Requirements

- California Environmental Quality Act (CEQA) and other applicable Federal and State Regulations
- Board Governance Policies and Executive Limitations
- Best Management Practices of the various environmental documents covering the District's work on streams, water utility facilities, buildings, and grounds

7. MONITORING AND MEASUREMENT

The Pesticide Review Team will review and report on this process annually.

8. PROCEDURE

ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
(1) Review of Pesticide Use (Pesticide Review Team)	<ul style="list-style-type: none"> • The Team will meet annually in January and as-needed to: <ul style="list-style-type: none"> ○ Evaluate the District's pesticide use. ○ Revise, as needed, the W751D01 Pesticide Products Approved for District Use list. ○ Respond to requests to add pesticides to W751D01 Pesticide Products Approved for District Use list. ○ Respond to issues relative to the use of pesticides. ○ Recommend changes to the pesticide program including training and procedures. ○ Review, evaluate, and approve the use of new products including those to be used by contractors and permittees. ○ Research alternatives to pesticides. • W751D01 Pesticide Products Approved for District Use will be released in accordance with Q423D01 District Document Control Process <ul style="list-style-type: none"> ○ Release announcement will be sent to all District Staff 	W751D01 Pesticide Products Approved for District Use



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ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
(2) Purchase of Pesticides (District Staff)	<ul style="list-style-type: none"> • District Staff is prohibited from purchasing pesticides over the counter, as these are designated for home use only • See W751D01 Pesticide Products Approved for District Use for acquiring pesticides • If a pesticide is not listed on W751D01 Pesticide Products Approved for District Use, a request may be made to the PRT <ul style="list-style-type: none"> ○ Send the request through Access Valley Water to PCA ○ PCA will review the request and forward to PRT ○ Requestor will be notified of decision 	Request using Access Valley Water
(3) Certification Requirements for Using Pesticides (District Staff, Contractors, Permittees)	<ul style="list-style-type: none"> • All applicable District staff, contractors, and permittees shall provide proof of State Certification performing pesticide applications. • As defined by the State of California, State-certified Qualified Applicator is an individual who has passed the State examination for application of various pesticide categories and is certified to do so. Categories relative to this policy include: Landscape Maintenance, Right of Way, Aquatic, and Residential, Industrial and Institutional. • Any pesticide use by District Staff, contractors, or permittees in the course of District business must be done with immediate oversight by a State-certified Qualified Applicator with the appropriate certification categories. <ul style="list-style-type: none"> ○ Only pesticides listed on W751D01 Pesticide Products Approved for District Use list can be used. <ul style="list-style-type: none"> • There is an exemption of Aerosol for Yellow Jackets and Spiders. See step 8. 	Contractors and Permittee Proof of State Certification
(4) Pesticide Use with Permits, Agreements, or Licenses (Community Review Projects Unit (CPRU))	<ul style="list-style-type: none"> • Permits, agreements, and licenses will be issued by CPRU in accordance with WQ75103 Review of Community Projects. CPRU will work with Vegetation Management Unit on any pesticide request. <ul style="list-style-type: none"> ○ Any pesticide use by District Staff, contractors, or permittees in the course of District business must be done with immediate oversight by a State-certified Qualified Applicator with the appropriate certification categories. <ul style="list-style-type: none"> • Only pesticides listed on W751D01 Pesticide Products Approved for District Use list can be used. • If a pesticide is not listed on W751D01 Pesticide Products Approved for District Use, CPRU can make a request to add the product to the PRT by sending the request to the PCA using Access Valley Water 	

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
<p>(5) Training Requirements for Using Pesticides</p> <p>(Unit Managers of units who use or oversee the use of Pesticides)</p>	<ul style="list-style-type: none"> • All Unit Managers of units who use or oversee the use of pesticides will provide trainings on pesticide, MSDS labeling, and BMPs for any staff that use or oversee the use of pesticide in the course of their duties. <ul style="list-style-type: none"> ○ Optionally, Unit Managers can contract Process Owner for training or alternatives. • The training shall include: <ul style="list-style-type: none"> ○ Review of laws and regulations ○ Updates on new products ○ Pesticide Policies (this document) ○ W751D01 Pesticide Products Approved for District Use ○ Review of proper procedures for use and handling ○ Review of W640D23 Personal Protective Equipment ○ Review of impacts of pesticides on the environment ○ Label/MSDS training – Proper reading and use ○ Impacts of pesticides on the environment ○ Updates on project-specific operating procedures and BMPs ○ Process for identifying and responding to potential secondary impacts (carcass discovery) ○ Proper emergency response procedure for accidental ingesting or spilling of pesticides • The Unit Manager providing the training is responsible for maintaining the original training records and for providing a copy to the Training & Employee Development Unit for entry into the Training Wizard 	<p>Staff Training Records</p>
<p>(6) Contractor Pesticide Use (i.e. landscape, rodent control)</p> <p>(Unit Manager requesting contracting services)</p>	<ul style="list-style-type: none"> • The selection of contractors who use pesticides in the course of the contract will be in accordance with Q741D03 Procurement of General Services, W640D07 Contractor Safety Program, and this document. • RFP package includes the requirement that only State-certified Qualified Applicator with the appropriate current certification categories will provide immediate oversight for application of all pesticides. • Per Q741D03 Procurement of General Services, Procurement will verify the contractor is a State-certified Qualified Applicator with the appropriate current certification categories will provide immediate oversight for application of all pesticides to be used within the contract • Unit Manager requesting the pesticide contracting services is responsible for: <ul style="list-style-type: none"> ○ Oversight of the contract from the time the contract is in effect to the end of the contract service ○ Training the contractor on: 	<p>Contractor Training Records</p>

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ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
	<ul style="list-style-type: none"> • The District’s environmental policy, environmental management system, and the environmental aspects of the activities • District BMP’s • Pesticide Policies (this document) • W751D01 Pesticide Products Approved for District Use • Safety training, see W640D07 Contractor Safety Program ○ Acquiring the appropriate approvals, permits, any environmental reviews, biological surveys, and clearances before beginning work ○ Providing an after use report with the exact pesticides used and amounts back the Vegetation Management Unit Manager within a week of application. This is necessary for tracking District pesticide use. 	
<p>(7) Processing Pesticide Use Recommendations for Internal Use</p> <p>(Pest Control Adviser (PCA))</p>	<ul style="list-style-type: none"> • Staff pesticide requests are initiated, entered, and tracked in Maximo in accordance with WQ75101 Field Operations Work Order Process • The request will be evaluated for: <ul style="list-style-type: none"> ○ Any questions or issues will be resolved by the Pesticide Review Team ○ Environmental clearances and permits must be obtained, as required ○ Biological Survey and clearance must be obtained before proceeding with application of pesticides, when required by permit or regulation ○ BMPs must be followed • A proposed use is evaluated based on: <ul style="list-style-type: none"> ○ Regulatory restrictions including CEQA and BMPs ○ Anticipated effectiveness of the proposed methods ○ Public health aspects ○ Long and short term environmental impacts ○ Financial cost ○ Consistency with other District’s policies • All herbicide use by District staff require a written recommendation from the PCA in accordance with State Department of Pesticide Regulation (DPR) www.cdpr.ca.gov • PCA develops a written Pest Control Recommendation (F751D01) for use in accordance with requirements of the California Food and Agricultural Code and forwards the request and recommendation to the Qualified Applicator. • The Qualified Applicator reviews the request and 	<p>F751D01 Pest Control Recommendation & Spray Operators Report</p>

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
	recommendation and completes the work.	
<p>(8) Use of Aerosols for Yellow Jackets and Spiders</p> <p>(Staff)</p>	<ul style="list-style-type: none"> • District Staff is prohibited from purchasing pesticides over the counter as these are designated for home use only • Aerosols for yellow jackets and spiders can be obtained from PCA <ul style="list-style-type: none"> ○ Contact PCA via email and specify whether the use will be outdoors or indoors, date planned, and if training is needed. ○ Only employees that have been trained on the MSDS and label are allowed to use the aerosols for yellow jackets and spiders. Contact PCA for more details ○ Proper PPE (eye goggles and gloves) is required when handling these pesticides. ○ Aerosols cans will be individually issued. New cans can be issued only after empty cans are returned. • Reporting on the usage of the use of these pesticides: <ul style="list-style-type: none"> ○ Will be done after each can is emptied and returned to the PCA ○ Report will be submitted to the Agricultural Commissioner. See step 11 of this section. 	Request
<p>(9) Handling, Labeling, Storage, Disposal, Transportation, and Spills of Pesticides</p> <p>(Qualified Applicator)</p>	<ul style="list-style-type: none"> • Handling. Mixing and loading should never be done without a full understanding of the pesticide label and with the use of all recommended personal protective equipment (PPEs-See W640D23 Personal Protective Equipment) The label will identify the dangers involved and the precautions to follow, may indicate the signs and symptoms of poisoning and recommend first aid practices, should one be exposed to the product. <ul style="list-style-type: none"> ○ Pesticide handling includes the following activities: <ul style="list-style-type: none"> • Mixing, loading transferring, applying or assisting with an application of pesticides, • Servicing, repairing or handling contaminated equipment, • Incorporating pesticides into soil or entering treated area during an application • Labeling. Containers containing pesticides will be labeled according to State Department of Pesticide Regulation (DPR) - Keeping Pesticides Out Of Floodwaters – Container Labeling http://www.cdpr.ca.gov/docs/pressrls/archive/1998/980213.htm <ul style="list-style-type: none"> ○ Each pesticide service container must be labeled with <ol style="list-style-type: none"> 1. Pesticide name 	

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
	<ol style="list-style-type: none"> 2. Signal word (Danger/Poison, Warning, or Caution) 3. Who the container belongs to (SCVWD) <ul style="list-style-type: none"> • Storage. Pesticides must be stored according to the properties set forth in the MSDS. See http://www.epa.gov/pesticides/regulating/containers.htm This includes: <ul style="list-style-type: none"> ○ Pesticides must be stored in labeled containers ○ Pesticides should be stored in a designated storage room that has secondary containment on earthquake secured shelves. ○ Pesticides should not be stored in a location that would expose them to direct sunlight. ○ Disposal of unused pesticides and associated containers will be handled in compliance with hazardous waste regulations ○ Transportation of Pesticides - <ul style="list-style-type: none"> ○ Never carry pesticides in the passenger compartment of any vehicle. ○ All pesticides containers should be secured in the cargo area of the vehicle. ○ Do not leave pesticides unattended in a vehicle unless they are inside a locked compartment. ○ A current inventory of all pesticides, along with MSDS's for each pesticide to be transported, should be available. ○ Spills. Any spilled pesticide will be cleaned up in accordance with Spill Cleanup on The Pesticide Environmental Stewardship (PES) website supported by Center for Integrated Pest Management (http://pesticidestewardship.org/spill/Pages/SpillCleanup.aspx) and Q830D01 HAZMAT Emergency Response Procedures 	

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ACTION STATEMENT & ROLE	<u>DETAILS</u> (DESCRIBE STEPS)	<u>QUALITY RECORDS</u> (OUTPUT FROM STEP)
<p>(10) Posting, Notification, and Application of Pesticides</p> <p>(Qualified Applicator)</p>	<ul style="list-style-type: none"> • Posting of areas where pesticides are used shall be performed in compliance with this policy as follows: <ul style="list-style-type: none"> • Posting shall be performed in compliance with the label requirements of the product being applied. • In addition, the District shall provide posting for any products applied in areas used by the public for recreational purposes, or those areas readily accessible to the public, regardless of whether the label requires such notification. In doing this, the District ensures that exposure risk is minimized by adopting practices that go beyond the product label requirements. • Sign postings shall include the date and time of application, the product's active ingredients, common name, and the time of allowable re-entry into the treated area. A District staff contact phone number shall be posted on the sign. • Signs shall not be removed until after the end of the specified re-entry interval. • Right-to-know literature on the product shall be made available upon request to anyone in the area of the application. • The District maintains records of neighbors with specific needs relative to notification prior to treatment of an adjacent area to ensure such needs are accommodated. These records are maintained in Maximo with the pest control recommendation. • A Spray Operators Report (F751D01) shall be completed for each pesticide application performed by District staff. This report shall be submitted with each daily work order in accordance with WQ75101 Field Operations Work Order Process and include: <ul style="list-style-type: none"> • Pesticide common name and active ingredient • Method of application • Dilution rate, if applicable • Total amount of product applied, plus the total amount of diluted material • For outdoor applications, weather conditions, including temperature and wind speed • Specific pests controlled with each application • Unit Managers overseeing pesticide contractors must supply a monthly use report with the exact pesticides used and amounts (Spray Operators Report) to the Vegetation Management Unit Manager by the 5th day of the following month. This is necessary for tracking all pesticide use on District facilities. The contractor's use report is an internal document only and will not be submitted to the Agricultural Commissioner. • Contractor is responsible for submitting their monthly use report to the Agricultural commissioner in accordance with the State Certification requirements. 	<p>Pest Control Recommendation & Spray Operators Report</p> <p>Pesticide Contractor's Spray Operators Report</p> <p>Attachment 3 Page 12 of 14</p>



CONTROL AND OVERSIGHT OF PESTICIDE USE

DOCUMENT NO.: Q751D02
 REVISION: C
 EFFECTIVE DATE: 09/21/11
 PROCESS OWNER: Mark Wander

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ACTION STATEMENT & ROLE	DETAILS (DESCRIBE STEPS)	QUALITY RECORDS (OUTPUT FROM STEP)
(11)Reporting (Vegetation Unit Manager)	<ul style="list-style-type: none"> A report will be run monthly from Maximo listing the total amount of products used for pest control including the common name. This listing will be submitted to the Agricultural commissioner no later than the 10th day of each month. 	Maximo Report Report send to Agricultural Commissioner

9. QUALITY RECORDS

QUALITY RECORD	LOCATION KEPT	FILING ORDER	RECORDS RETENTION SCHEDULE SERIES No.	COMMENTS
Pesticide Products Approved for District Use List	District Document Control	Document ID	RS-0226	
Maximo Database Record (including reports)	Network Server	Work Order Number	RS-0052	
Pest Control Recommendation & Report	Work Order	Facility Number & Date	RS-0221	
Report send to Agricultural Commissioner	Process Owner Files	Date	RS-0026	
Original Training Records	Process Owner Files	Date	RS-0076	

10. CHANGE HISTORY

Date	Revision	Comments
02/10/10	A	Initial release into QEMS, effective 1/27/10. Supersedes Administrative Policy and Procedure Ad-8.2 Pesticide Use. This document was sent to be reviewed by: Bill Smith; Geoffrey Weigand; David Matthews; Marc Klemencic; Liang Lee; Mike Martin; Debra Caldon; Mike Cresap; Melanie Richardson (Maryann O'Brien); Ann Draper; Chris Elias; Jim Fiedler; Michael Hamer; Frank Maitski; and Neddal Ali-Adeeb.
04/29/11	B	Major rewrite of document. Document was sent for the first stakeholder review in September 2010 and a second stakeholder review in December 2010. Comments were provided by Michael Sanchez; Jennifer Castillo; David Dunlap; Joe Chavez; Jim Crowley; Jamie McLeod; David Matthews; Bill Smith; Kenneth McKenzie; John Chapman, Sunny Williams, Lisa Porcella, and Nina Merrill. A meeting with held with Larry Lopez, Geoffrey Weigand, Mike Cresap; and Tom Spada to collect comments. Stakeholder comments have been responded to and incorporated into the document where appropriate.
09/21/11	C	Minor editorial changes: incorporated W640D23 Personal Protective Equipment in Procedure Steps 5 and 9 and added a link to Spill Cleanup.

11. ADDENDA None

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Section 10 - Provision C.10 Trash Load Reduction

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

PROGRAM EVALUATION

The District has been instrumental in the removal of 3,101 cubic yards of trash and debris from various waterways in Santa Clara County during 2011-2012. The District Clean Safe Creek's Good Neighbor Program cleans up a significant portion of this overall total and coordinates some of the clean ups through our Memorandum of Agreement (MOA) with the City of San Jose. The MOA is a document that outlines the coordination efforts to clean up homeless encampments, creek trash rafts and other areas heavily impacted by trash and litter.

HIGHLIGHTS AND ACCOMPLISHMENTS

The District completed all its trash hotspot assessments last year.

The District developed a project plan and budget for the Trash Capture Device project. The Trash Capture Device project will select and evaluate locations of trash boom or outfall full capture devices, oversee the installation of the selected devices and develop maintenance plans for the devices. The budget was approved for this project in June of 2012.

District staff continues to co-chair the SCVURPPP Trash Ad-Hoc Task Group. The SCVURPPP Trash Ad-Hoc Task Group continues to play a leadership role in the development of the regional Baseline Trash Load Generation Rates Report and Trash Load Reduction Tracking Method Plan and Short Term Loading Reduction Plans.

In December of 2010 the District Board of Directors took a position of support for any municipality's legislation for single use bag bans within Santa Clara County.

In January of 2011 the District Board of Directors took a position supporting contributing \$130,000 over two years to the City of San Jose, Clean Creeks and Healthy Communities grant proposal application with the U. S. Environmental Protection Agency. This grant has been awarded to the City of San Jose and the District has continued participation in the pilot project.

The District continues to run an Adopt-A-Creek program and support National River Clean Up Day and Coastal Clean Up Day. The District is also an active member of the Watershed Management Initiatives, Zero Litter Initiative (ZLI). During the ZLI summit on Homelessness in June of 2011 District Board Director LaZotte was the keynote speaker in support of the development of a multi-faceted approach to address the trash challenges associated with our growing homeless population in the South Bay. The District Board of Directors sponsored a homeless encampment workshop that included a presentation by the City of San Jose's chief of police and a warden from the California Department of Fish and Game as well as many others. This workshop took place on May 17th 2012.

C.10.a.i ► Short-Term Trash Loading Reduction Plan

Provide description of actions/tasks initiated/conducted/completed in developing a Short-Term Trash Loading Reduction Plan (due February 1, 2012).

Description:

The Short –Term Trash Loading Reduction Plan was submitted to the Water Board on February 1, 2012. See the C.10 Trash Load Reduction section of the Program’s FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

C.10.a.ii ► Baseline Trash Load and Trash Load Reduction Tracking Method

Provide description of actions/tasks initiated/conducted/completed to gather trash loading data and develop a Baseline Trash Load and Trash Load Reduction Tracking Method (due February 1, 2012).

Description:

The Baseline Trash Load and Trash Load Reduction Tracking Method was submitted to the Water Board on February 1, 2012. See the C.10 Trash Load Reduction section of the Program’s FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

C.10.a.iii ► Minimum Full Trash Capture

Provide a description of actions/tasks initiated/conducted/completed in implementing Minimum Full Trash Capture Devices (due July 1, 2014) within individual jurisdictions. Include information on Full Trash Capture Devices installed under Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership.

Description:

The District is in the planning phase of this provision. A project plan has been developed and potential sites for the outfall capture devices have been established. Also, since the District is a significant contributor to SCVURPPP, its funds partially facilitated the City of San Jose and City of Sunnyvale Pilot Minimal Full Capture Trash study. See the C.10 Trash Load Reduction section of the Program’s FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

C.10.b.iii ► Trash Hot Spot Assessment

Provide volume of material removed from each Trash Hot Spot cleanup, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources to the extent possible. Provide required photo documentation.

Fill out the following table or attach a summary of the following information.

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
SWD01 – Stevens Creek at La Avenida St	11/8/2011	~0.2 cy	#1 Convenience/Fast Food Items, #2 Styrofoam #3 Other plastic products #4 Bottles (plastic or glass)	Accumulation/ Litter
SWD02 – Stevens Creek at State Route 237	8/20/2011	~8 cy	#1 Plastic bags #2 Convenience/Fast food items #3 Bottles (plastic or glass) #4 Metal products	Homeless Encampments/ Accumulation/ Litter
SWD03 – San Thomas Aquino Creek @ Mission	11/8/2011	~0.3 cy	#1 Bottles (plastic or glass #2 Convenience/Fast food items #3 Plastic Bags #4 Aluminum Cans	Accumulation/ Litter
SWD04 – Stevens Creek 150 feet downstream of Highway 85	11/8/2011	~0.4 cy	#1 Plastic bags #2 Bottles (plastic or glass) #3 Fabric and cloth #4 Styrofoam	Accumulation/ Litter
SWD05 – San Thomas Aquino Creek at Walsh Ave	11/8/2011	~0.1 cy	#1 Other plastic products #2 Convenience/Fast Food Items #3 Styrofoam #4 Metal products	Accumulation/ Litter
SWD06 – Coyote Creek confluence with lower	11/28/2011	~0.45 cy	#1 Styrofoam #2 Other plastic products	Accumulation/ Litter/Illegal Dumping

Silver Creek			#3 Convenience/Fast food items #4 Bottles (plastic or glass)	
SWD07 – Lower Silver Creek at N. King Rd and McKee Rd	6/8/2011	~7 cy	#1 Other plastic products (43%), #2 Plastic bags (14%), #3 Convenience/Fast food items (12%), #4 Paper and cardboard (10%).	Illegal dumping, Litter, Outfall
SWD08 – Lower Silver Creek, Alum Rock Ave to S. Sunset Ave	11/28/2011	~0.3 cy	#1 Convenience/Fast Food Items #2 Other Plastic Products #3 Styrofoam #4 Plastic Bags	Accumulation/ Litter/ Outfall: Stormwater/ Illegal Dumping
SWD09 – Lower Silver Creek between East San Antonio St and Interstate 680	11/28/2011	~0.6 cy	#1 Convenience/Fast Food Items, #2 Other Plastic Products #3 Plastic bags #4 Bottles (plastic or glass)	Accumulation/ Litter/Illegal Dumping
SWD10 – Los Gatos Creek, adjacent to San Fernando VTA Station	11/10/2011	~5 cy	#1 Other Plastic Products #2 Aluminum cans #3 Plastic bags #4 Fabric and cloth	Homeless Encampment/ Accumulation/ Litter/ Outfall: Stormwater/ Illegal Dumping
SWD11 – Los Gatos Creek between interstate 280 and Lincoln Ave	11/10/2011	~0.5 cy	#1 Plastic bags #2 Convenience/Fast Food Items #3 Paper and cardboard #4 Other plastic products	Homeless Encampment/ Accumulation/ Litter/ Illegal Dumping
SWD12 – Guadalupe River, 200 feet upstream of Montague Expressway	11/10/2011	~0.45 cy	#1 Styrofoam #2 Other plastic products #3 Convenience/Fast Food Items, #4 Bottles (plastic or glass)	Accumulation

C.10.d ► Summary of Trash Reduction Actions and Loads Reduced

Provide a summary of trash load reduction actions (i.e., control measures and best management practices) implemented within your jurisdictional boundaries during the reporting period to achieve a 40% trash load reduction goal by July 1, 2014. For those actions implemented in FY 2011-12, include brief descriptions of levels of implementation and the total trash loads and dominant types of trash removed from each action.

Summary: Load reduction requirements are not applicable to the Santa Clara Valley Water District per the MRP.

Trash Load Reduction Action	Summary Description of Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ¹	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
Single-Use Carryout Bag Policies	The Santa Clara Valley Water District’s Board of Directors officially adopted a position to support countywide single-use carryout bag bans on November 23, 2010.	NA	NA	NA
Polystyrene Foam Food Service Ware Policies	On Tuesday, Oct. 25, the Santa Clara Valley Water District Board of Directors unanimously adopted a resolution to ban the use of District funds to purchase polystyrene foam service ware.	NA	NA	NA
Total Estimated Trash Load Removed (Gallons) in FY 2011-12		NA		
Baseline Trash Load Estimate (Gallons)		NA		

¹The estimated load removed and percent reduction in FY 11-12 is consistent with assumptions described in the Trash Load Reduction Tracking Method Technical Report (version 1.0) submitted to the Water Board on February 1, 2012. In the future, load reductions reported in Annual Reports may be adjusted based on revisions to the tracking methodology.

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Anti-litter Campaigns		District has had significant resource commitment in this area. No change due to MRP.	SCVURPPP runs Countywide trash commercials to educate public District staff sits on committees for Watershed Watch and Great America Pickup	Not Tracked
Anti-litter/Dumping Enforcement Activities		District has had significant resource commitment in this area. No change due to MRP.	Tracked as Good Neighbor Program. See Below.	Tracked as Good Neighbor Program. See Below.
Education and Outreach Efforts		District has had significant resource commitment in this area. No change due to MRP.	Tracked in Section C.7.	Not Tracked
County HHW Program Activities		District has had significant resource commitment in this area. No change due to MRP.	District provides HHW support through SCVURPPP. County HHW partners with SCVURPPP to conduct public education and outreach.	Not Tracked

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Inspection/Maintenance of Storm Drain Outfalls		District Water Treatment Plant Outfalls are inspected and cleaned annually.	Volume not tracked.	Vegetation
Removal of Homeless Encampments		District has had significant resource commitment in this area. No change due to MRP.	Total Removed - 921 CY (Coyote Watershed- 516 CY, from Guadalupe Watershed - 405 CY)	Not tracked in 2011-2012.
Trash Removal Program		District has had significant resource commitment in this area. No change due to MRP.	<p>*Good Neighbor Program Total Removed approx. = 2,180 CY (Coyote Watershed approx. = 952 CY, Guadalupe Watershed approx. = 420 CY, Lower Pen Watershed approx. = 443 CY, CY West Valley Watershed approx. = 365 CY)</p> <p>*Cubic Yards include Adopt-a-Creek as it is a subset of the Good Neighbor Program</p>	<p>#1 Plastic bags, #2 Plastic Bottles, #3 Styrofoam. (Others include Fast food Items, paper/plastic litter, cigarettes, glass, car parts, and other items illegally dumped. The SCVWD removes and recycles batteries, propane tanks, electronics, and metal shopping carts from creeks.</p>

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Solid Waste Recycling Efforts		District has had significant resource commitment in this area. All building floors have recycling containers throughout. No change due to MRP.	Sorted White Ledger Paper recycled = 20,671 lbs Mixed/Destruction Paper recycled = 7,440 lbs Destruction (shredded) Paper recycled = 8,300 lbs Grand total = 36,705 lbs	Paper, Plastics, Cardboard, E-waste, aluminum cans, metals
Storm Drain Operation and Maintenance		District maintains storm drains at District owned facilities.	Not Tracked	Not Tracked
Storm Drain Signage/Marking		No change due to MRP. Inlets are marked "Flows to Bay"	District property is inspected for proper signage/markings	Not Tracked
Street Sweeping Activities		County conducts street sweeping at District Facilities	Not tracked	Not tracked

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Volunteer Creek Cleanups: National River Cleanup Day Coastal Cleanup Day Adopt A Creek	 1995 1995 1994	District has had significant resource commitment in this area. No change due to MRP.	National River Cleanup Day (Total Removed Countywide = 19,711 lbs. (87 CY)) Coastal Cleanup Day (Total Removed Countywide = 40,163 lbs. (178 CY)) Adopt A Creek Total Removed = 67 CY (Coyote Watershed 8CY, Guadalupe Watershed 10 CY, Lower Pen. Watershed 5 CY, West Valley Watershed 44 CY)	Plastic bags, recyclables, paper, Styrofoam and cigarette butts.
Total Trash Load Removed by SCVWD		2,493 Cubic Yards		

**SWD01 Stevens Creek at La Avenida St
11-8-11 Trash Hot Spot Cleanup**

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F

Before
Section G



After
Section G



SWD01 Pictures of Trash



SWD02 Coyote Creek at Ridder Park Drive
(u/s and d/s)

8-20-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



SWD02 Pictures of Trash

N/A

SWD03 San Tomas Aquino Creek at Mission College Blvd.
11-8-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



Before
Section G



After
Section G



SWD01 Pictures of Trash



SWD04 Stevens Creek Downstream of Hwy 85
(Near Easy St. and Central Ave.)
11-8-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



SWD04 Pictures of Trash



SWD05 San Tomas Aquino Creek at Walsh Ave.
11-8-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



Before
Section G



After
Section G



SWD05 Pictures of Trash



SWD06 Coyote Creek, confluence with Lower Silver Creek.
11-28-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



SWD06 Pictures of Trash



SWD07 Lower Silver Creek at North King Rd. - Upper Bank
6-8-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



SWD07 Lower Silver Creek at North King Rd. - Upper Bank

Before
Section D



After
Section D



Section E



Section E



Section F



Section F



SWD07 Total Trash



SWD07 Pictures of Trash



SWD08 Lower Silver Creek at Alum Rock Ave to Sunset Ave
11-28-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



Section G



Section G



SWD08 Pictures of Trash



SWD09 Lower Silver Creek between E San Antonio and Interstate 680
(Near Foot Bridge)

11-28-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Before
Section F



After
Section F



Section G



Section G



SWD09 Pictures of Trash



SWD10 Los Gatos Creek adjacent to San Fernando VTA Station
(Near S Autumn St. and W. San Fernando St.)
11-10-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



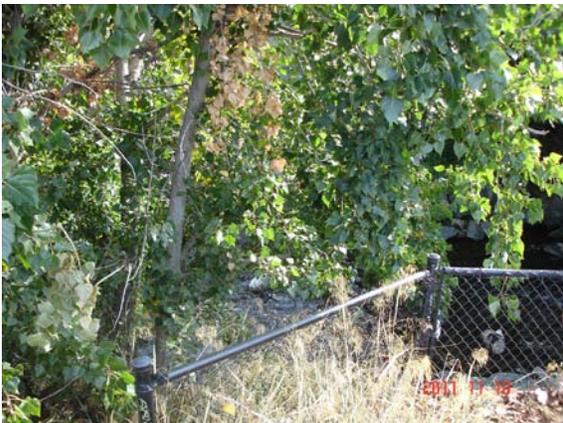
Section B



Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section E



Section E



Before
Section F



After
Section F



Section G



Section G



SWD10 Pictures of Trash



**SWD11 Los Gatos Creek between Hwy 280 and Lincoln Ave
(Aka Lonus St.)**

11-10-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Before
Section B



After
Section B



Section C



Section C



Before
Section D



After
Section D



Section E



Section E



Section F



Section F



Before
Section G



After
Section G



SWD11 Pictures of Trash



SWD12 Guadalupe 200ft Upstream of Montague Expy.
11-10-11 Trash Hot Spot Cleanup

Before
Section A



After
Section A



Section B



Section B



Before
Section C



After
Section C



Section D



Section D



Section E



Section E



Before
Section F



After
Section F



SWD12 Pictures of Trash



Section 11 - Provision C.11 Mercury Controls

C.11.a.i ► Mercury Recycling Efforts

List below or attach lists of efforts to promote, facilitate, and/or participate in collection and recycling of mercury containing devices and equipment at the consumer level (e.g., thermometers, thermostats, switches, bulbs).

The Program's Watershed Watch Campaign conducts advertising to promote proper disposal of fluorescent lamps and other household hazardous waste. The fluorescent lamps disposal locations and thermometer take-back events are promoted on the Watershed Watch website. See Section 11 Mercury Controls of the Program's Annual Report.

C.11.a.ii ► Mercury Collection

Provide an estimate of the mass of mercury collected through these efforts, or provide a reference to a report containing this estimate.

Please refer to the Program's FY 11-12 Annual Report for an estimate of the mass of mercury collected through collection and recycling efforts in the Program area.

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary:

With the exceptions of C.11.b and C.11.d, a summary of Program and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of Program's FY 11-12 Annual Report and/or the BASMAA Regional POC Report.

C.11.b ► Monitor Methyl mercury

The District has undertaken a monitoring program to evaluate water quality in Lake Almaden, Almaden Reservoir, Calero Reservoir, Guadalupe Reservoir and Stevens Creek Reservoir. Depth profile measurements of temperature, pH, conductivity, and dissolved oxygen were conducted monthly. In addition, water samples were collected from the epilimnion and hypolimnion for analyses of total and dissolved mercury, total methyl mercury, ammonia, nitrate/nitrite, sulfate and phosphorus at Lake Almaden, Almaden Reservoir, Calero Reservoir, and Guadalupe Reservoir. Samples were also collected from the epilimnion for analyses for chlorophyll a, and measurements of turbidity were taken at the outlets of the reservoirs. The purpose of this monitoring is to establish existing water quality conditions and seasonal variability to evaluate the implementation of management changes to improve water quality.

Lake Almaden Circulation

Lake Almaden is a former gravel quarry that lies at the confluence of Guadalupe Creek and Los Alamitos Creek that drain Guadalupe and Almaden Reservoirs, respectively. Below this confluence is the Guadalupe River. This lake provides recreational amenities to the community, including seasonal swimming and fishing. The Guadalupe River Watershed Mercury Study identified the lake as a significant source of methyl mercury that bioaccumulates in fish within the lake and in fish downstream. In 2009-10 two additional circulators were installed in the lake, providing full treatment. Monitoring of the performance was continued in 2011-12.

Reservoir Circulation

The Guadalupe River Watershed Mercury Study identified reservoirs as a significant source of methyl mercury that bioaccumulates in fish within the reservoirs and in downstream creeks. The study also demonstrated a correlation between the seasonal development of anoxia in the hypolimnion and increased methyl mercury concentrations. Building on the success of the Lake Almaden pilot project, the District installed three solar-powered circulators in Almaden Reservoir in April 2007, and three solar-powered circulators were installed in Guadalupe Reservoir in July 2007. Monitoring of the performance was continued in 2011-12. Circulation alone was ineffective at improving water quality at Almaden and Guadalupe Reservoirs.

Reservoir Oxygenation

The District installed an oxygenation system at Calero Reservoir in order to address hypolimnetic methyl mercury production. This system was installed in November 2011, and oxygenation began in the spring of 2012.

C.11.d ► Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices

In 2011, routine sediment removal maintenance resulted in the disposal of 30,675 cubic yards of material, with 2,658 cubic yards of this total from the creeks in the upper portion of the Guadalupe River Watershed. The total mercury removed from the system was 13.7 kg, with 4.2 kg from the Guadalupe River Watershed. The remaining 9.5 kg are attributed to regional background mercury deposition processes.

Section 12 - Provision C.12 PCBs Controls

C.12.a.ii,iii ▶ Ongoing Training

Description of ongoing training development and inspections for PCB identification, including documentation and referral to appropriate regulatory agencies (e.g. county health departments, Department of Toxic Substances Control, California Department of Public Health, and the Water Board) as necessary.

Description:

The Santa Clara Valley Water District does not conduct industrial inspections. See the FY 11-12 Program Annual Report for a description of training provided countywide and/or regionally, and report on any local training efforts, if applicable.

C.12.b ▶ Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation Activities

C.12.c ▶ Pilot Projects to Investigate and Abate On-land Locations with Elevated PCB Concentrations

C.12.d ▶ Conduct Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices

C.12.e ▶ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit

C.12.f ▶ Diversion of Dry Weather and First Flush Flows to POTWs

C.12.g ▶ Monitor Stormwater PCB Pollutant Loads and Loads Reduced

C.12.h ▶ Fate and Transport Study of PCBs In Urban Runoff

C.12.i ▶ Development of a Risk Reduction Program Implemented Throughout the Region

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities too can provide descriptions below.

Summary

A summary of Program and regional accomplishments for these sub-provisions are included within the C.12 PCB Controls section of Program's FY 11-12 Annual Report and/or the BASMAA Regional POC Report.

Section 13 - Provision C.13 Copper Controls

C.13.a.i and iii ► Legal Authority: Architectural Copper			
Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If No , explain and provide schedule for obtaining authority within 1 year: District does not have construction legal authority.			
C.13.a.iii.(2) ► Training, Permitting and Enforcement Activities			
<i>(FY 11-12 Annual Report and each Annual Report thereafter)</i> Provide summaries of activities implemented to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction.			
District does not have construction permit authority. Program materials and efforts are used for local implementation.			
C.13.b.i and iii ► Legal Authority: Pools, Spas, and Fountains			
Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If No , explain and provide schedule for obtaining authority within 1 year: Not required for this Annual Report. District does not have permit authority.			
C.13.c ► Vehicle Brake Pads			
A summary of the Program's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of Program's FY 11-12 Annual Report and/or the BASMAA Regional POC Report.			

C.13.d.iii ► Industrial Sources Copper Reduction Results

List below or attach annotated lists or tables from your Industrial and Commercial Site Controls portion of this report, that highlight copper reduction results among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed. For FY09-10 describe below or highlight in the C.4 Evaluation portion (if provided) of this report the steps taken to revise your program to meet new data tracking and reporting requirements for implementation levels described in C.13.d.ii.

Summary

In FY 09-10, inspector training materials were developed through in-kind contributions of SCVURPPP to BASMAA. Training materials can be found in the BASMAA Regional POC Report.
Not applicable as the Santa Clara Valley Water District (District) is not the local industrial site permitting agency.

C.13.e ► Studies to Reduce Copper Pollutant Impact Uncertainties

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities can provide descriptions below.

Summary

A summary of the Program and/or regional efforts to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of Program's FY 11-12 Annual Report and/or BASMAA Regional POC Report."

Section 14 - Provision C.14 PBDE, Legacy Pesticides and Selenium Controls

C.14.a ► Control Programs for PBDEs, Legacy Pesticides and Selenium Controls

Revised. Description reads “State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.”

Summary

A summary of the Program and regional efforts related to the Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of Program’s FY 11-12 Annual Report and/or BASMAA Regional POC Report.

On property it owns, The District provides hazardous materials cleanup of legacy pesticides during demolition operations for flood control related activities.

Section 15 - Provision C.15 Exempted and Conditionally Exempted Discharges

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

PROGRAM EVALUATION

The District was a key partner in the development of the updated Water Utility Operation and Maintenance Discharge Model Pollution Prevention Plan. This revised plan addresses the C.15 component of the MRP and has already been implemented at the District. The District believes that its participation in the development of this updated document should help other MRP co-permittees with MRP compliance and save valuable taxpayer dollars by not needing to develop a unique plan.

HIGHLIGHTS AND ACCOMPLISHMENTS

Water Utility Discharge training was provided by SCVURPPP on April 14, 2011 where the District assisted by presenting on two sections of pollution prevention practices and experience. For this training, the District also provided a crane with BMP equipment to display and discuss. The District's Urban Runoff Program offered a Water Utility Workshop for District employees on April, 23 2012 that was attended by 14 individuals.

C.15.b.iii.(1), C.15.b.iii.(2) ► Planned and Unplanned Discharges of Potable Water

Is your agency a water purveyor?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If **No**, skip to C.15.b.vi.(2):

If **Yes**, Complete the attached reporting tables or attach your own table with the same information. Describe program highlights below. Describe steps taken to revise your program to meet new monitoring, data tracking and reporting requirements.

Summary: The District owns, operates, and/or maintains 3 water treatment plants, 2 pumping and metering stations, 1 pump station, 11 reservoirs, several percolation facilities, numerous water wells, a recycled water facility (South County Regional Wastewater Authority Treatment Plant), and many distribution pipelines. All of these water facilities have a potential for discharging non-stormwater to surface water bodies.

Water Utility Discharge training was provided by SCVURPPP on April 14, 2011 where the District assisted by presenting on two sections of pollution prevention practices and experience. For this training, the District also provided a crane with BMP equipment to display and discuss.

The District continued reporting on all water utility O&M discharges. Reporting tables were modified to be consistent with SCVURPPP and BASMAA tables. Please see attached tables for planned (Table C.15.b.iii. (1)) and unplanned (Table C.15.b.iii. (2)) discharge information. Discharge tables include both raw water and treated water planned and unplanned discharges. Typical District discharges include raw water from water quality testing devices at District plants, San Tomas Injection Well, and Vasona Meter Shop testing.

The District's water utility maintenance staff performs all discharges. District staff implemented BMPs after consultation with the Stream Stewardship Unit.

The District continues informing the Regional Water Quality Control Board staff about planned and unplanned discharges with the use of the "Notice of Planned/Unplanned Discharge" form (attachment 15.3).

C.15.b.vi.(2) ► Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. The categories are:

1. Promote conservation programs
2. Promote outreach for less toxic pest control and landscape management
3. Promote use of drought tolerant and native vegetation
4. Implement Illicit Discharge Enforcement Response Plan for water line breaks.

Summary: For outreach for less toxic pest control and appropriate irrigation practices, refer to the Watershed Watch Campaign in the C.7. Public Information and Outreach section and the IPM Store Partnership and Green Gardener Training Programs in the C.9. Pesticide Toxicity Control section of Program's FY 2011-12 Annual Report.

1. The Water Conservation Unit provides free residential water use audits to encourage water conservation.
2. During Pollution Prevention Week in September employees are reminded to use less-toxic pest control alternatives at home. District employees are not allowed to use over-the-counter pesticides or herbicides at work unless they are certified.
3. The District provides brochures on the use of drought tolerant and native vegetation.
4. The District maintains a 24/7 emergency response hotline that can respond to major water line breaks.

C.15.b.iii.(1) Planned Discharges of the Potable Water System

Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	Chlorine Range (mg/L)	pH (standard units)	pH Range	Discharge Turbidity ¹ (NTU)	Turbidity Range	Implemented BMPs & Corrective Actions
July 2011													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,065							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR.
August 2011													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,065							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR.
September 2011													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,333							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR.
October 2011													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,333							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR.
East Pipeline Rehab	Raw	Sierra Creek	10/24/12 -- 11/24/12	30 days	40,000,000	1,300,000			7.8		5.1	4.9-5.2	
East Pipeline Rehab	Treated	Miguelita & N Babb CK	10/24/12 -- 11/30/12	36 days	1,600,000	Sporadic	0.024	0 -- 0.27	7.77	7.38 - 8.16	0.4	0.2 - 1.4	Various Methods of Dechlor Deployed
Flint Creek/White Road discharge to CSJ Catch Basin	Dechlorinated	Flint Creek	10/4/10	16:30	435,600	633,600	0.01		7.5		0.37		Sodium Sulfite Tablets with Little Jimmy and a Fabric Filter Bag
November 2011													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,333							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR.
Almaden & Reed St.	Dechlorinated	Guadalupe River	11/3/10	1:50	50,000	216,000	0-0.02		7.5		N/A		Poured dechlor solution into bladder while filling it up.
Ocala Turnout - Ocala Avenue/White Road discharge to CSJ Catch Basin on Rosenlfe Circle	Dechlorinated	Lower Silver Creek	11/9/10	11:15	901,500	972,400	0.01		8.0		2.68		Vita-D-Chlor with Injection Header and Weir Tank
December 2011													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,065							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR.
January 2012													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,065							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR.
February 2012													
Central Pipeline Rehab	Raw	Guad/Coyote	2/21/12 - 2/24/12	72 hours	7,500,000	2,500,000					12.6	4.8-20.6	First Turbidity Number is max delta U/S compared to D/S
March 2012													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,065							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,484							Continuous discharge from water quality testing station of water delivered by DWR.
April 2012													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,333							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR.
May 2012													
Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,333							Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown							Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,833							Continuous discharge from water quality testing station of water delivered by DWR.
June 2012													

Vasona Meter Shop*	Raw	Los Gatos Creek	Ongoing	Cont.	250,000	8,333								Continual, regular meter testing of raw water.
RWTP Vault B-46*	Ground	Storm Drain System	Ongoing	Random	Unknown	Unknown								Vault is pumped out occasionally and automatically. Not monitored. Has high level alarm. Ground and rain water.
Pacheco PP Water Quality Testing*	Raw	No Name Creek	Ongoing	Cont.	325,000	10,833								Continuous discharge from water quality testing station of water delivered by DWR. Volume estimated.
PWTP Water Quality Testing*	Raw	Storm Drain	Ongoing	Cont.	325,000	10,833								Continuous discharge from water quality testing station of water delivered by DWR.

Notes:

¹ Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

*Continuous flow discharge

Discharge benchmarks used to evaluate effectiveness of BMP:

Chlorine Residual is 0.05 mg/L
pH Ranges between 6.5 and 8.5
Turbidity of 50 NTU post-BMPs or limit increase in turbidity above background levels as follows:

Receiving Water Background	Incremental Increase
Dry Creek	50 NTU
<50 NTU	5 NTU
50-100 NTU	10 NTU
>100 NTU	10% of background