



ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT, ZONE 7

100 NORTH CANYONS PARKWAY, LIVERMORE, CA 94551-9486 • PHONE (925) 454-5000

September 14, 2012

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

***Subject: Zone 7 Water Agency's Annual Deliverables Report for
July 1, 2011 – June 30, 2012***

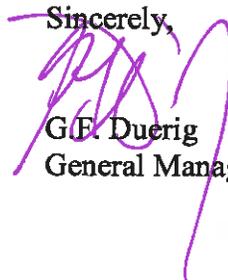
Dear Mr. Wolfe:

Enclosed please find Zone 7 of the Alameda County Flood Control and Water Conservation District's annual deliverables report for fiscal year 2011/2012 as required under the Municipal Regional Stormwater NPDES Permit (NPDES Permit No. CAS612008, Order R2-2009-0074).

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.

Should you have any questions regarding this submittal, please contact Sara Whatley at (925) 454-5025 or via email at swhatley@zone7water.com.

Sincerely,



G.F. Duerig
General Manager

cc: Selina Louie, RWQCB
Tom Pico, Sara Whatley, Dan Moy



ZONE 7 WATER AGENCY
FISCAL YEAR
2011-2012 ANNUAL
REPORT OF
STORMWATER PROGRAM
IMPLEMENTATION

MEMBER AGENCIES:

Alameda
Albany
Berkeley
Dublin
Emeryville
Fremont
Hayward
Livermore
Newark
Oakland
Piedmont
Pleasanton
San Leandro
Union City
County of Alameda
Alameda County Flood
Control and Water
Conservation District
Zone 7 Water Agency

Submitted to:
California Regional Water Quality
Control Board, San Francisco Bay
Region
September 17, 2012

ATTACHMENT B

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Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

Section 1 – Permittee Information

Background Information			
Permittee Name:	Zone 7 of the Alameda County Flood Control & Water Conservation District		
Population:	N/A		
NPDES Permit No.:	CAS612008		
Order Number:	R2-2009-0074R		
Reporting Time Period (month/year):	July / 2011 through June / 2012		
Name of the Responsible Authority:	G.F. Duerig	Title:	General Manager
Mailing Address:	100 North Canyons Parkway		
City:	Livermore	Zip Code:	94551
		County:	Alameda
Telephone Number:	925-454-5000	Fax Number:	925-454-5724
E-mail Address:	jduerig@zone7water.com		
Name of the Designated Stormwater Management Program Contact (if different from above):	Sara Whatley	Title:	Safety Technician I
Department:	Safety		
Mailing Address:	100 North Canyons Parkway		
City:	Livermore	Zip Code:	94551
		County:	Alameda
Telephone Number:	925-454-5025	Fax Number:	925-454-5723
E-mail Address:	swhatley@zone7water.com		

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:
 C.2a – C.2.e are not applicable to Zone 7 of the Alameda County Flood Control & Water Conservation District (Zone 7). Zone 7 is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. In addition, Zone 7 is responsible for various flood control facilities and activities in the eastern portion of Alameda County. Zone 7 is a water and flood protection utility; its responsibility does not go beyond its own facilities, which do not include streets, roads, sidewalks, etc. Zone 7 currently does not own any stormwater pump stations.

Zone 7 has a corporation yard at its Del Valle Water Treatment Plant (DVWTP). Therefore, Provision C.2.f is applicable to Zone 7. As part of its coverage under the Surface Water Treatment Facilities NPDES Permit, Zone 7 has a Stormwater Pollution Prevention Plan for DVWTP. This facility is annually inspected prior to the start of the rainy season to ensure that the existing best management practices are still adequate.

See the Municipal Operations section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for summary of Program highlights.

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

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 provide explanation in the comments section below:

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:

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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

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:

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:	

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:

NA	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
NA	Control of discharges from graffiti removal activities
NA	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:	

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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.**

Complete the following table for dry weather DO monitoring and inspection data for pump stations¹ (add more rows for additional pump stations). If a pump station is exempt from DO monitoring, explain why it is exempt.

Pump Station Name and Location	First inspection Dry Weather DO Data		Second inspection Dry Weather DO Data	
	Date	mg/L	Date	mg/L
NOT APPLICABLE TO ZONE 7				

Summarize corrective actions as needed for DO monitoring at or below 3 mg/L. Attach inspection records of additional DO monitoring for corrective actions:

Summary:

Attachments:

Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):

Pump Station Name and Location	Date (2x/year required)	Presence of Trash (Cubic Yards)	Presence of Odor (Yes or No)	Presence of Color (Yes or No)	Presence of Turbidity (Yes or No)	Presence of Floating Hydrocarbons (Yes or No)
NOT APPLICABLE TO ZONE 7						

¹ DO monitoring is exempted where all discharge from a pump station remains in a stormwater collection system or infiltrates into a dry creek immediately downstream.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

C.2.e. ► Rural Public Works Construction and Maintenance	
Does your municipality own/maintain rural ² roads:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If your answer is No then skip to C.2.f.	
Place an X in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:	
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
Comments including listing increased maintenance in priority areas:	

² 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.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporations 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 have a current Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<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 berm outdoor storage areas containing waste pollutants		
Comments:			
If you have a corporation yard(s) that is not an NOI facility , complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:			
Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
Del Valle Water Treatment Plant	September 19, 2011 (annually planned inspection)	Replace worn BMPs and clean areas around storm drain inlets	Replace wattles, replace "No Dumping, Drains to Bay" signs, replace sandbags around drain, vegetate bare slopes, clean drain and install storm drain inlet in maintenance area

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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

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

Zone 7 of the Alameda County Flood Control & Water Conservation District (Zone 7) is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. In addition, Zone 7 is responsible for various flood control facilities and activities in the eastern portion of Alameda County. Zone 7 is a water and flood protection utility; its responsibility does not go beyond its own facilities. Zone 7 does not have land use and legal authority to implement Provision C.3 beyond its own facilities nor does Zone 7 permit projects. Therefore, C.3.b. is not applicable to Zone 7.

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.

Zone 7 did not have any regulated projects during this reporting period.

C.3.c.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.

Zone 7 does not have authority beyond its own facilities. Zone 7 will apply LID principles, when appropriate, to new facilities and redeveloped facilities. During the Fiscal Year Reporting Period, Zone 7 did not have any regulated projects.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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.?	<input type="checkbox"/>	Yes.	<input checked="" type="checkbox"/> No
If yes, attach a copy of the ordinance/legal authority changes or provide a link to the document(s). Discuss any procedural changes made. As stated above, Zone 7 is a wholesale water and flood protection utility, its responsibility does not go beyond its own facilities. Zone 7 does not have land use and legal authority to implement Provision C.3.e beyond its own facilities nor does Zone 7 permit projects. Therefore, C.3.e. is not applicable to Zone 7.			
(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.?	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Comments (optional): NA to Zone 7			

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)?	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
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.	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
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. NA to Zone 7.			

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation 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.
No stormwater treatment systems were installed at any of Zone 7's facilities during the Fiscal Year Reporting Period.

(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:

Zone 7 as does not have authority beyond its own facilities. No stormwater treatment systems were installed at any of Zone 7's facilities during the Fiscal Year Reporting Period.

(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:

NA to Zone 7 (see above note)

(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 type="checkbox"/>	No N/A
• Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No N/A
• Inspect at least 20 percent of the total number of installed vault-based systems?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No N/A

If you answered "No" to any of the questions above, please explain:

NA to Zone 7 (see above note)

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

Project Name Project No.	Project Location ⁹ , Street Address	Name of Developer	Project Phase No. ¹⁰	Project Type & Description ¹¹	Project Watershed ¹²	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ¹³	Total Replaced Impervious Surface Area (ft ²) ¹⁴	Total Pre- Project Impervious Surface Area ¹⁵ (ft ²)	Total Post- Project Impervious Surface Area ¹⁶ (ft ²)
Private Projects											
NA to Zone 7											
Public Projects											
No regulated projects were approved during the Fiscal Year Reporting Period											
Comments:											

⁹ Include cross streets

¹⁰ If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

¹¹ Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

¹² State the watershed(s) in which the Regulated Project is located. Optional but recommended: Also state the downstream watershed(s).

¹³ All impervious surfaces added to any area of the site that was previously existing pervious surface.

¹⁴ All impervious surfaces added to any area of the site that was previously existing impervious surface.

¹⁵ For redevelopment projects, state the pre-project impervious surface area.

¹⁶ For redevelopment projects, state the post-project impervious surface area.

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period

Project Name Project No.	Application Deemed Complete Date ¹⁷	Application Final Approval Date ¹⁷	Source Control Measures ¹⁸	Site Design Measures ¹⁹	Treatment Systems Approved ²⁰	Operation & Maintenance Responsibility Mechanism ²¹	Hydraulic Sizing Criteria ²²	Alternative Compliance Measures ^{23/24}	Alternative Certification ²⁵	HM Controls ^{26/27}
Private Projects										
NA to Zone 7										
Comments:										

¹⁷ For private projects, state project application deemed complete date and final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁸ List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

¹⁹ List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

²⁰ List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

²¹ List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²² See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²³ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

²⁴ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

²⁵ Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁶ If HM control is not required, state why not.

²⁷ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period

Project Name Project No.	Approval Date ²⁸	Date Construction Scheduled to Begin	Source Control Measures ²⁹	Site Design Measures ³⁰	Treatment Systems Approved ³¹	Operation & Maintenance Responsibility Mechanism ³²	Hydraulic Sizing Criteria ³³	Alternative Compliance Measures ^{34/35}	Alternative Certification ³⁶	HM Controls ^{37/38}
Public Projects										
No regulated projects were approved during the Fiscal Year Reporting Period										

Comments:

²⁸ For public projects, enter the plans and specifications approval date.

²⁹ List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

³⁰ List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

³¹ List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

³² List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

³³ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

³⁴ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

³⁵ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

³⁶ Note whether a third party was used to certify the project design complies with Provision C.3.d.

³⁷ If HM control is not required, state why not.

³⁸ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

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.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ³⁹	Party Responsible ⁴⁰ For Maintenance	Date of Inspection	Type of Inspection ⁴¹	Type of Treatment/HM Control(s) Inspected ⁴²	Inspection Findings or Results ⁴³	Enforcement Action Taken ⁴⁴	Comments/Follow-up
No stormwater treatment systems were installed at any of Zone 7's facilities during the Fiscal Year Reporting Period									

³⁹ Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

⁴⁰ State the responsible operator for installed stormwater treatment systems and HM controls.

⁴¹ State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

⁴² 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.

⁴³ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

⁴⁴ State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

C.3.e.vi.Special Projects Reporting Table

Reporting Period – December 1, 2011 – June 30, 2012

Project Name & No.	Permittee	Address	Application Submittal Date ⁴⁵	Status ⁴⁶	Description ⁴⁷	Site Total Acreage	Density DU/Acre	Density FAR	Special Project Category ⁴⁸	LID Treatment Reduction Credit Available ⁴⁹	List of LID Stormwater Treatment Systems ⁵⁰	List of Non-LID Stormwater Treatment Systems ⁵¹
There were no special projects implemented by Zone 7 during the Fiscal Year Reporting Period.												

⁴⁵ Date that a planning application for the Special Project was submitted. If a planning application has not been submitted, include a projected application date.

⁴⁶ Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

⁴⁷ Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴⁸ For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴⁹ For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁵⁰ List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁵¹ List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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

Program Highlights

Provide background information, highlights, trends, etc.

Provision C.4 is not applicable to Zone 7 of the Alameda County Flood Control & Water Conservation District. Zone 7 is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. In addition, Zone 7 is responsible for various flood control facilities and activities in the eastern portion of Alameda County. Zone 7 is a water and flood protection utility; its responsibility does not go beyond its own facilities. Therefore, Zone 7 does not perform inspections of industrial and commercial sites as this is the responsibility of the local municipality, which has the land use and legal authority over these facilities.

See the Industrial and Commercial Site Controls section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for a summary of Program highlights.

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan? Yes No

If No, explain:
N/A to Zone 7 (see Program Highlights above for explanation).

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.

N/A to Zone 7 (see Program Highlights above for explanation).

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.

N/A to Zone 7 (see Program Highlights above for explanation).

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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C.4.c.iii.(1) ► Facility Inspections

Fill out the following table or attach a summary of the following information. Indicate your violation reporting methodology below.

<input type="checkbox"/>	<input type="checkbox"/>	Permittee reports multiple discrete violations on a site as one violation.
<input type="checkbox"/>	<input type="checkbox"/>	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected		
Total number of inspections conducted		
Number of violations (excluding verbal warnings)		
Sites inspected in violation		
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner		
Comments: N/A to Zone 7 (see Program Highlights above for explanation).		

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

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

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	
Potential discharge and other	
Comments: N/A to Zone 7 (see Program Highlights above for explanation).	

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

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

	Enforcement Action (as listed in ERP) ⁴⁶	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ⁴⁷
Level 1	N/A to Zone 7 (see Program Highlights above for explanation).		
Level 2			
Level 3			
Level 4			
Total			

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

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

Business Category ⁴⁸	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
N/A to Zone 7 (see Program Highlights above for explanation).		

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:

N/A to Zone 7 (see Program Highlights above for explanation).

⁴⁶ Agencies to list specific enforcement actions as defined in their ERPs.

⁴⁷ Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁴⁸ List your Program's standard business categories.

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C.4.d.iii ► Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
N/A to Zone 7 (see Program Highlights above for explanation).				

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

Program Highlights

Provide background information, highlights, trends, etc.

Zone 7 is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. In addition, Zone 7 is responsible for various flood control facilities and activities in the eastern portion of Alameda County. Since Zone 7 is a water and flood protection utility, its responsibility does not go beyond its own facilities. Zone 7 does not have legal authority to prohibit and control illicit discharges on facilities not owned by Zone 7. This is the responsibility of the local municipality. In the event Zone 7 staff discovers an illicit discharge, it is reported to the local municipality with jurisdiction over the facility.

See the Illicit Discharge and Inspection section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for summary of Program highlights.

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
Zone 7's Main office	During business hours (M-F from 8 am – 5 pm)	925-454-5000
Del Valle Water Treatment Plant	Non-business hours	925-447-6704 x 1

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:

N/A to Zone 7 (see Program Highlights above for explanation).

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:

Zone 7 is part of the Alameda County Flood Control and Water Conservation District (ACFC&WCD). The majority of the flood control facilities are concentrated in the Pleasanton, Livermore, and Dublin areas. These facilities consist of channels entirely owned by Zone 7, partially owned by

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Zone 7, and those that Zone 7 possesses a drainage easement on. Zone 7 owns approximately 33 miles of V-ditches and 37 miles of flood control channels. In those 37 miles, there are approximately 546 outfalls. All storm drain inlets and V-ditches are located within flood control channel right-of-ways. Zone 7's facilities are inspected at least monthly throughout the year during the course of routine flood control activities. Storm drain outfall structures belonging to other agencies are visually inspected for illicit discharges. Typically, Zone 7 finds issues are common among other flood control agencies such as: trash/debris in our facilities, vegetation (i.e., fallen trees, trunks or limbs) lodged in the channel causing flow restrictions, erosion/channel instability and siltation/sediment deposition.

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))	18	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	5	28%
Discharges resolved in a timely manner (C.5.f.iii.(3))	18	100%

Comments:

Zone 7 receives phone calls of various types, which are tracked using an Excel spreadsheet. Depending upon the nature of and location of the request/complaint, Zone 7 staff will either notify the appropriate agency or coordinate, as appropriate, inter-agency responses to request/complaints. In situations where there are hazardous materials spills, Zone 7 provides a supporting role, as needed, to first responders (i.e. fire department).

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

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

The discharges reported in this Fiscal Year Reporting Period included: erosion (2); graffiti (4); vegetation (4); dumping of milky substance (1); and trash/debris (7). The five discharges that reached the storm drains and/or receiving waters included the following: 4 trash (i.e. shopping cart, mattress, tire, and other litter) in channels located in the City of Pleasanton and Livermore; and one discharge of a milky substance dumped into Line E in Pleasanton. Trash that were within Zone 7 owned stream reaches were picked up and properly disposed of. One of the four trash discharges was in a stream reach owned by the City of Livermore and therefore, the trash complaint was referred to the City of Livermore to address. The section of Line E where the milky substance was dumped is owned by the City of Pleasanton. The discharge was reported to the City for further investigation. Zone 7 found no trace of this discharge in the downstream reach of this creek.

Section 6 – Provision C.6 Construction Site Controls

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	0	0
Comments: Zone 7 did not have any projects that disturbed ≥ 1 acre of soil during the reporting period.		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
Zone 7 did not have any projects that disturbed ≥ 1 acre of soil during the reporting period.		
BMP Category	Number of Violations⁴⁹	% of Total Violations⁵⁰
Erosion Control	0	0
Run-on and Run-off Control	0	0
Sediment Control	0	0
Active Treatment Systems	0	0
Good Site Management	0	0
Non Stormwater Management	0	0
Total		100%

⁴⁹ Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

⁵⁰ Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

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C.6.e.iii.1.e ► Construction Related Storm Water Enforcement Actions

NOTE: Zone 7 is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. In addition, Zone 7 is responsible for various flood control facilities and activities in the eastern portion of Alameda County. Zone 7 is a water and flood protection utility; its responsibility does not go beyond its own facilities. Therefore, Zone 7 does not have legal authority to conduct construction site inspection or take enforcement action on facilities not owned by Zone 7. This is the responsibility of the local municipality. In the event that Zone 7 staff discovers a potential pollutant discharge from a construction site, it is reported to the local municipality with jurisdiction over the construction site.

	Enforcement Action (as listed in ERP) ⁵¹	Number Enforcement Actions Taken	% Enforcement Actions Taken ⁵²
Level 1	NA to Zone 7 – See above note		
Level 2			
Level 3			
Level 4			
Total			100%

C.6.e.iii.1.f, g ► Illicit Discharges

NA to Zone 7 – See above note under C.6.e.iii.1.e

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

⁵¹ Agencies should list the specific enforcement actions as defined in their ERPs.

⁵² Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

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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)		% ⁵³
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)		% ⁵⁴
Total number of violations for the reporting year ⁵⁵		100%
Comments: NA to Zone 7 – See above note under C.6.e.iii.1.e		

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.).
Description: NA to Zone 7 – See above note under C.6.e.iii.1.e

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: NA to Zone 7 – See above note under C.6.e.iii.1.e

C.6.f ► Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Current Issues in Storm Water Regulation in California	February 16, 2012	EPA Storm Water Program; Integrating Storm Water Treatment Measures; Municipal Regional Permit; General Construction Permit; and Enforcement	1	50%

⁵³ Calculated 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.

⁵⁴ Calculated 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.

⁵⁵ Total 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.

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Section 7 – Provision C.7. Public Information and Outreach

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.

Summary:

See the BASMAA Youth Litter Campaign Report for a summary of litter related advertising campaign activities. See the Public Outreach and Participation section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for a summary of pesticide-related advertising campaign activities.

C.7.b.iii.1 ▶ Pre-Campaign 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:

See the BASMAA Youth Litter Campaign Report for a summary of the pre-litter campaign survey.

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

Summarize the media relations effort. Include the following details for each media pitch in the space below, AND/OR refer to a regional report that includes these details:

- Topic and content of pitch
- Medium (TV, radio, print, online)
- Date of publication/broadcast

Summary:

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

- **BASMAA Media Relations Final Report FY 11-12**

This report and any other media relations efforts conducted countywide is included within the C.7 Public Information and Outreach section of Program's FY 11-12 Annual Report.

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C.7.d ► Stormwater Point of Contact

Summary of any changes made during FY 10-11:

No change.

C.7.e ► Public Outreach Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.

Use the following table for reporting and evaluating public outreach events.

Each year Zone 7 selects a variety of events to participate in for each of the municipalities we serve (i.e. Pleasanton, Dublin, and Livermore). We often partner with our local water retailers, to support their efforts. We do some very large-scale events with thousands of attendees and some small, but high-impact events, like our recent Water-Wise Gardening Workshop. We evaluate the effectiveness of our events through staff feedback and have added an evaluation component to our Tracking Form that we fill out for each event we do.

A list of outreach materials and giveaways for the reporting period are summarized in the table below.

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional.	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscope presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Estimated overall attendance at the event. • Number of people that visited the booth, comparison with previous years • Number of brochures and giveaways distributed • Results of any spot surveys conducted
Dublin Farmer’s Market , Emerald Glen Park near Children’s Mobile Museum Local event	Event type: Farmer’s market Audience: Homeowners/residents, school children Outreach messages: stormwater pollution	An estimated 400 people attend this event each week. On average, 40 people stop by the booth that Zone 7 has in partnership with Dublin San Ramon Services District and Valley Children’s Museum. At the June 28, 2012

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C.7 – Public Information and Outreach

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Date attended: 7/21/2011; 8/18/2011; 9/12/2011; 10/20/2011; 5/3/2012; and 6/28/2012	prevention; waterwise gardening and water conservation	farmer's market, we made approximately 110 contacts.
Pleasanton Green Scene Fair on October 6, 2011 Local event	Event type: Environmental Awareness Event Audience: Residents and Hacienda Business Park Employees Outreach messages: stormwater pollution prevention, water conservation	An estimated 600 people attended this event and we made approximately 150 direct contacts.
- Fall Home & Garden Show on Oct. 2, 2011 - Spring Home & Garden Show from February 18 - 20, 2012 Regional event Partnered with Clean Water Program and the Alameda County Flood Control and Water Conservation District	Event type: Annual home & garden show held at the Alameda County Fairgrounds Audience: gardeners, homeowners, and other residents Outreach messages: waterwise gardening and water conservation	An estimated 11,000 people attend each event. At the Fall show, approximately 100 people stopped by our booth. At the Spring show, approximately 425 people stopped by our booth over the two-day event.
Bay Area Regional Science Olympiad on February 18, 2012 at Foothill High School Regional Event Partnered with Beth Cutter from Amador Valley High School	Event type: "Live" science fair, where things were made on the spot with competing teams moving through different stations Audience: middle school children Outreach messages: watershed management and stormwater pollution prevention using the Awesome Aquifer activity	An estimated 700 people attended and we made approximately 48 contacts at this event. Student teams were asked to bring materials from home to build an aquifer and explain how it works.
Livermore Science Odyssey on March 1, 2012 at Junction Avenue School in Livermore Local event	Event type: Family science fair Audience: school children and parents Outreach messages: stormwater pollution prevention by way of demonstrating the stormwater diorama.	An estimated 500 people attended this event and we made contact with about 75 parents and 150 kids.
Waterwise Gardening Workshop on March 24, 2012 at Western Garden Nursery in Pleasanton Local event Partnered with Bay Friendly Gardening Program	Event type: Gardening workshop Audience: homeowners, gardeners Outreach messages: stormwater pollution prevention and water conservation through water-wise gardening	Fifteen people attended this workshop.
Earth Day Celebration on April 21, 2012 at the	Event type: Earth day	Approximately 350 people attended the Earth

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C.7 – Public Information and Outreach

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<p>Pleasanton Library</p> <p>Local event</p>	<p>Audience: homeowners and local residents</p> <p>Outreach messages: stormwater pollution prevention and water conservation</p>	<p>day celebration in Pleasanton. We made approximately 133 contacts.</p>
<p>Croce Science Night on May 2, 2012 at Croce Elementary School in Livermore</p> <p>Local event</p>	<p>Event type: Science night</p> <p>Audience: school children and parents</p> <p>Outreach messages: stormwater pollution prevention and water conservation</p>	<p>Approximately 400 people attended and we made 124 contacts.</p>
<p>Girls Scouts 100th Anniversary Celebration on May 5, 2012 at the Alameda County Fairgrounds</p> <p>Regional event</p>	<p>Event type: Girls Scouts 100th anniversary</p> <p>Audience: school children and parents; other residents</p> <p>Outreach messages: stormwater pollution prevention and water conservation</p>	<p>This was highly attended with approximately 20,000 people in attendance. We outreached to approximately 484 people.</p>
<p>Bringing Back the Natives Tour on May 6, 2012</p> <p>Local event</p> <p>6 Tri-Valley gardens</p>	<p>Event type: Native garden tours</p> <p>Audience: gardeners and other residents</p> <p>Outreach messages: stormwater pollution prevention tips through planting native plants</p>	<p>A total of 6,000 people attended this event, with approximately 285 people per garden in Livermore and 326 per garden in Pleasanton. We were a sponsor and helped promote the event and provided materials for distribution.</p>
<p>Livermore Farmer's Market on June 21, 2012 at Carnegie Park</p> <p>Local event</p> <p>Partnered with the City of Livermore Water Resources Division and Livermore Beautification</p>	<p>Event type: Farmer's market</p> <p>Audience: residents</p> <p>Outreach messages: stormwater pollution prevention and water conservation</p>	<p>Approximately 5,000 people attend this farmers market and we outreached to approximately 101 people.</p>
<p>Alameda County Fair</p> <p>Regional countywide event</p>	<p>Event type: County fair</p> <p>Audience: residents</p> <p>Outreach messages: Clean Water Program Exhibit; stormwater pollution prevention and water conservation.</p>	<p>This is a highly attended event with 20,000 people/day. Approximately 135 contacts were made, during our 4-hour shift, at this event. See Public Outreach and Participation section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for additional event details.</p>

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Zone 7 Water Agency Outreach Materials and Giveaways* Distributed 2011-12	
Water-wise Gardening Website flyer	95
<i>Zone 7's Perfect Plants for Our Valley</i> brochure promoting best plants for conservation and pollution prevention	420
Sprinkler Keys to help reduce run-off and water waste	380
CWP Bottle Labels pest control recipes	184
CWP seed packs(drought tolerant)	73
CWP Coloring/Activity books	31
Top Ten Bugs	20
Fish Erasers	65
Chico Bags	70
Coloring Books	15
Mulch Booklet	3
Sunset Magazine gardening	11
OWOW IPM Fact sheets	50
Total	1417
<i>* With message that relates to Stormwater Pollution Prevention and Watershed Management</i>	

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C.7.f. ► Watershed Stewardship Collaborative Efforts

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

See the Public Outreach and Involvement section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for a summary of the *Bringing Back the Natives* and the *Bay Friendly* garden tours.

At the local level, Zone 7 is providing assistance, as needed, for the launch of the Adopt-A-Creek Spot program, involving several local partners. We also helped run a station called “Awesome Aquifers” at the Bay Area Regional Science Olympiad, which dealt with watershed issues. Zone 7 also hosted a workshop on Water-Wise Gardening that conveyed to attendees the importance of watershed stewardship. In addition, the agency provided support and materials for the Bringing Back the Natives regional garden tour. We also worked with two local nurseries on long-term display signage for in-store promotion of water-wise gardening, and provided materials for distribution.

C.7.g. ► Citizen Involvement Events

List the types of events conducted (e.g., creek clean up, storm drain inlet marking, native gardening etc.). Use the following table for reporting and evaluating citizen involvement events.

Event Details	Description	Evaluation of effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional	Describe activity (e.g., creek clean-up, storm drain marking etc.)	Provide general staff feedback on the event. Provide other evaluation details such as: <ul style="list-style-type: none"> • Number of participants. Any change in participation from previous years. • Distance of creek or water body cleaned • Quantity of trash/recyclables collected (weight or volume). • Number of inlets marked. • Data trends
Event Details	Description	Effectiveness

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Coastal Cleanup on Sept. 17, 2012 at sites along Zone 7 channels in City of Dublin and City of Pleasanton.	Assisted by providing support and creek access; taking photographs; and coordinating the writing of an advisory for submittal to local media.	Events accomplished goals of cleaning heavily-used sections of local arroyos. Got coverage for efforts on local Patch websites.
Community Stewardship Grants Program	See the Public Outreach and Involvement section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for additional information.	See the Public Outreach and Involvement section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for additional information.

C.7.h. ► School-Age Children Outreach

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment. Use the following table for reporting school-age children outreach efforts.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)	Brief description, messages, methods of outreach used	Provide number or participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.
Please see Public Outreach and Involvement Section of the Alameda Countywide Clean Water Program's FY 11-12 Annual Report for a description of School-age Children Outreach efforts conducted at the countywide level.			
In addition to the countywide program, Zone 7 Water Agency runs a schools program for students throughout our district, which includes Livermore, Pleasanton, Dublin and parts of San Ramon. We reach students K-8 and have been to nearly every school, offering specific curricula for each grade level that is designed to meet state	The Zone 7 Schools Program covers topics ranging from Watershed Education, to stormwater pollution prevention, to water conservation. The program offerings include everything from Creek and Stream Environments to The Wonder Down Under, and have involved things like making an edible "groundwater basin" and building a homemade Awesome Aquifer. The Program is promoted each year through a Sign-	Last year we made 323 classroom presentations and reached nearly 10,000 students.	We did not do a formal evaluation form for teachers this year. Instead, we have asked for feedback less formally, through conversations and emails afterwards. In the past we left behind an evaluation form for each presentation, but only received a handful back each year, which were always overwhelmingly positive (for the past ten years). Therefore, we opted to no longer hand out evaluation forms,

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standards.	Up Email. Each presentation includes an interactive 50-minute lesson, a teacher leave-behind, and a give-away to each student to remind them of our visit and our messages. We also offer Creek Walks, Facilities Tours and we are involved with local Science Fairs.		
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Section 8 - Provision C.8 Water Quality Monitoring

C.8 ► Water Quality Monitoring

State below if information is reported in a separate regional report. Municipalities can 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

During FY 11-12, we contributed through the Countywide Program to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and were represented at RMP committees and work groups. For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Program's FY 11-12 Annual Report.

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Section 9 – Provision C.9 Pesticides Toxicity Controls

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 Used⁵⁶

Pesticide Category and Specific Pesticide Used	Amount ⁵⁷				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates					
Product or Pesticide Type A	0	0	0		
Product or Pesticide Type B	0	0	0		
Pyrethroids					
Product or Pesticide Type X: Suspend SC	0	1 gal	14 oz		
Product or Pesticide Type Y: Masterline Bifenthrin	0	25 oz	0		
Product or Pesticide Type Z: Dragnet	216 oz	30 oz	0		
Carbaryl	0	0	0		
Fipronil	0	0	0		

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. Note: Zone 7 employees do not apply or use pesticides within their scope of duties. Therefore, this is NA for Zone 7.	NA
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years. Note: Zone 7 employees do not apply or use pesticides within their scope of duties. Therefore, this is NA for Zone 7.	NA
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. Note: Zone 7 employees do not apply or use pesticides within their scope of duties. Therefore, this is NA for Zone 7.	NA

⁵⁶ Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁵⁷ Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

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C.9.d ▶ Require Contractors to Implement IPM						
Did your municipality contract with any pesticide service provider in the reporting year?			X	Yes	<input type="checkbox"/>	No
If yes, attach one of the following:						
<input 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					
X	Equivalent documentation. Attached is a copy of relevant sections of the Request for Proposal for Pest Control Services, which is the basis of Zone 7's pest management contracts.					
If Not attached , explain:						

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.	
Summary: During FY 11-12, we participated in regulatory processes related to pesticides through contributions to the countywide Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees.	

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
If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary. See the Provision C.9 Pesticide Toxicity Control section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for a summary of the Program's outreach to the Alameda County Agricultural Commission.						

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: See the C.9 Pesticides Toxicity Control section of Program's FY 11-12 Annual Report for information on point of purchase public outreach conducted countywide and regionally.	

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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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:
See the C.9 Pesticides Toxicity Control section of Program's FY 11-12 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use.

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

Use this area to respond to any Water Board staff comments on Section 9 of your FY 10-11 Annual Report, and refer to any required submittals that are attached.

In the current Fiscal Year Reporting Period, FY 11-12, Zone 7 significantly reduced its use of Pyrethroids at its facilities since FY 10-11 (see Table C.9.b, above). In addition, Zone 7 is requiring its pest control contractors to be IPM certified (see page 8 of the attached RFP for Pest Control Services). Zone 7 is also requiring that the pest control contractor submit an IPM Action Plan that provides their proposed plan of action to manage pests at Zone 7 facilities (see page 5 and Exhibit N of the attached RFP for Pest Control Services). Moreover, Zone 7 is also requesting quarterly pesticide use reports from our pest control contractors in order for Zone 7 staff to check contractor's performance on a more frequent basis (see page 9 of the attached RFP for Pest Control Services). Water Board staff requested that Zone 7 provide documentation that its pest control contractors utilize the IPM hierarchy. Zone 7 incorporated elements of the IPM hierarchy in the Request for Proposals for Pest Control Services

Attachment to Section 9 - Provision C.9 Pesticides Toxicity Controls

ZONE 7 WATER AGENCY



Request For Proposals No. 02-2012

Issued May 17, 2012

For

PEST CONTROL SERVICES

Non-Mandatory Site Visit: May 24, 2012

9:00 – 10:30 a.m.; Del Valle Water Treatment Plant, 601 E. Vallecitos Rd.
Livermore
11:00 – 12:00 p.m.; Patterson Pass Water Treatment Plant, 8750 Patterson Pass Rd.,
Livermore
1:30 p.m. – 4:30 p.m. Distribution/Wellfield locations. Meet at 5997 Parkside Dr.,
Pleasanton

Question Deadline: 3:00 p.m. local time, May 30, 2012

Submittal Deadline: 2:00 p.m. local time, June 7, 2012

Submittal Location: Zone 7 Water Agency
Attn: Purchasing - RFP 02-2012
100 North Canyons Parkway
Livermore, CA 94551

Contact Person: Karen Bartels
Buyer II
Phone: 925.454.5039
Fax: 925.454.5725
Email: kbartels@zone7water.com

ABOUT ZONE 7 WATER AGENCY

Zone 7 Water Agency, (hereinafter referred to as District) is part of the Alameda County Flood Control and Water Conservation District, which is a dependent special district of Alameda County. The District is responsible for providing wholesale treated and untreated water, flood control and groundwater management in the Livermore-Amador Valley.

The District's Administrative office is located at 100 North Canyons Parkway, Livermore, CA 94551. The District has two main operations facilities located in Livermore and distribution sites located throughout the cities of Pleasanton and Livermore, CA.

1.0 REQUEST FOR PROPOSAL

The District is seeking professional, qualified and experienced pest control management services for District facilities. Pest control services shall include the use of Integrated Pest Management (IPM). IPM is a process for achieving long-term environmentally sound pest suppression and prevention through the use of a wide variety of technological and management practices. Control strategies in an IPM program include:

- Inspection, monitoring and record-keeping to determine if thresholds for acceptable pest levels have been exceeded and to select the location, timing, and type of management strategies needed to successfully manage pests.
- Coordination among all facilities management programs that have a bearing on the pest control effort.
- Appropriate and site-specific treatments are selected from educational, cultural, manual, mechanical, physical, biological, and chemical strategies. They are used within an integrated program to achieve long-term solutions that minimize hazards to human health and the environment.
- Reduced-risk chemical controls are included in the treatment program when non-chemical methods are insufficient to solve the pest problem in an effective and affordable manner.

It is the intent of these specifications to describe the pest control services required by the District, and to procure the most environmentally preferable products and methods with equivalent or higher performance and at equal or lower cost than traditional products.

District locations stated or not in this RFP may be added or deleted at any time during the term of the contract and any extensions thereof. The Contractor will be notified prior to the addition or deletion of locations.

The District intends to award a one (1 year) contract with the option to renew annually for up to 4 additional years to the Bidder selected as the lowest responsive and responsible bidder(s) meeting the District's requirements as stated in this RFP.

The successful Proposer will be expected to execute the Services Agreement included with this RFP.

2.0 Calendar of Events

1. RFP Release May 17, 2012
2. Pre-Proposal Meeting – Site Visits May 24, 2012
9:00 – 10:30 a.m.; Del Valle Water Treatment Plant, 601 E. Vallecitos Rd.
Livermore
11:00 – 12:00 p.m.; Patterson Pass Water Treatment Plant, 8750 Patterson Pass
Rd., Livermore
1:30 p.m. – 4:30 p.m. Distribution/Wellfield locations. Meet at 5997 Parkside Dr.,
Pleasanton
3. Due Date for Questions & Clarifications 3:00 p.m., May 30, 2012
4. Proposal Due Date 2:00 p.m. June 7, 2012
5. Anticipated Final Selection June 14, 2012
5. Contract Start Date July 1, 2012

This schedule is subject to change as necessary

3.0 ACRONYMS AND ABBREVIATIONS USED HEREIN

<u>This:</u>	<u>Means:</u>
BPO	Blanket Purchase Order
RFP	Request For Proposal
District	Zone 7 Water Agency
Contractor	Successful Proposer
IPM	Integrated Pest Management
NPDES	National Pollutant Discharge Elimination System

4.0 SCOPE OF SERVICES

4.1 Background

On June 16, 2010, Zone 7 Water Agency's Board of Directors unanimously passed a resolution establishing Zone 7's Integrated Pest Management (IPM) Policy on pesticide use at Zone 7 facilities. The purpose and intent of this policy is to ensure that all those who apply pesticides to property owned or managed by Zone 7, utilize integrated pest management practices to eliminate or

reduce pesticide applications on Zone 7 owned property to the maximum extent feasible, and take all reasonable precautions to ensure that pest control activities do not threaten the environment or human health. A copy of Zone 7's IPM is attached. (Exhibit A)

The Clean Water Program was formed jointly by public agencies in Alameda County per a Memorandum of Agreement. The member agencies include the fourteen (14) cities in Alameda County, the County of Alameda, the Alameda County Flood Control and Water Conservation District, and Zone 7 Water Agency. The member agencies jointly share in the responsibilities to carry out the requirements of the Municipal Regional Stormwater National Pollutant Discharge Elimination System (NPDES) Municipal Storm Water Permit (MRP), NPDES No. CAS612008, Order No. R2-2009-0074, issued by the California Regional Water Quality Control Board, San Francisco Bay Region.

4.2 Scope of Services

The Contractor shall furnish all supervision, labor, materials, and equipment, necessary to accomplish the monitoring, trapping, pesticide application, and complete and comprehensive control of pests, specified and unspecified, present at various District locations. The Contractor shall also provide detailed, site-specific recommendations for structural and procedural modifications to aid in pest prevention.

All pest control services shall be performed in accordance with Federal, State and Local rules and regulations presently established, or those which may be established during the term of the any contract awarded by way of this RFP. Any and all chemical products used shall be approved for their intended use, and applied in a manner consistent with regulations established by the State of California-Cal OSHA.

Pest control services shall be performed in all buildings, grounds and well sites listed on Exhibit B, occupied or unoccupied, including, but not limited to, offices, basements, crawl spaces, storage areas /rooms, closets, baseboards, plumbing and heating pipes, shelves, elevators, dumb waiters and surroundings pits, walls / enclosures, kitchen, dining room, food preparation and storage areas, loading platforms, refuse containers and surrounding storage areas, locker rooms, lavatory and shower areas, hallways, lounge areas, facility grounds in and around building structures. The Contractor shall perform a thorough inspection during every pest control service, including, but not limited to crack and crevice inspection and use of a functional flashlight.

Pests include but are not limited to:

- Spiders, cockroaches and beetles
- Crickets, and other hoppers
- Ants (all species), earwigs, sow bugs, silverfish and other crawling insects
- Snakes
- Lice, mites, bed bugs, fleas and other biting insects
- Wasps, hornets and other stinging insects nesting in the interior or exterior, up to a max. height of two (2) stories
- Flies, moths and other flying insects

- Weevils and other food pests
- Mice, rats, ground squirrels and other rodents

The District has a particular need in mitigating ground squirrels and rattlesnakes at the water treatment facilities, and rodents and spiders at the wellsite buildings. Proposer shall demonstrate their methods for controlling and reducing these and the other pests listed. Exhibit C, Zone 7 Water Agency SOP, Managing Pest Control Services Contract, further describes the services required.

4.2.a. IPM Action Plan

The Contractor shall submit a IPM Action Plan to the District's Purchasing department for each service address/location at least five (5) working days prior to the starting date of the contract. For example, there are three main departments requiring services: Del Valle Water Treatment Plant, Patterson Pass Water Treatment Plant, and the Distribution or Wellfield facilities. Within each of these locations there are sublocations. Upon receipt of the IPM Action Plans, the Buyer will disseminate to each facility supervisor to review. Upon this review, the Buyer will notify the Contractor a decision regarding its acceptability within two (2) working days. If aspects of the IPM Action Plan are incomplete or disapproved, the Contractor shall have two (2) working days to submit revisions. The contractor shall be on-site to perform the initial service visit for each building within the first five (5) working days of the contract. Exhibit N, IPM Action Plan, suggests requirements to include in the plan.

4.3 Frequency/General Work Hours

Pest Control Services shall consist of (1) time every other month on a day to be agreed upon between the facility manager and the Contractor. Facility managers have discretion to revise the schedule. The Contractor shall provide detailed, site-specific recommendations for a service schedule and structural and procedural modifications to aid in pest prevention.

Should the scheduled services not be effective, or interrupt institutional activities, the Contractor shall be required to provide necessary services at alternate times, agreeable to the District facility, at no additional cost. Complaints and unscheduled service requirements, including recall work required between scheduled service visits, shall be handled within twenty-four (24) hours after notification and will be at no additional cost to the District. With District authorization, call backs or additional service may be handled by an individual(s) other than the regular service person, so as to not interfere or delay the scheduled service.

On occasion, the District may request that the Contractor perform as needed, special, or emergency services that are beyond routine service requests. The District requests Contractor be available for emergency eradication services within three (3) hours after receipt of the request. **Contractor shall quote their hourly fee for as needed and emergency eradication services.**

All Contractor(s) personnel working in or around District building/sites shall wear distinctive uniform clothing.

4.4 Check-In/Check-Out

Contractor shall check in prior to performing any services at the Del Valle and Patterson Pass Water Treatment Plant and shall check out after performing services. Check-in/check-out shall consist of entering visitor log book with date, time and signature of technician.

Services for the well field sites will require District personnel to be present to allow access; therefore, prior scheduling is required.

Contractor(s) shall not leave a service report on a vacant desk. Each service report shall be signed by the facility manager or if he/she isn't available, an Operator and must leave paperwork at an appropriate location upon check-out. The District will not pay for any service prior to the service being performed.

4.5 Record Keeping

Communication with each Facility Manager is important. The Contractor shall be responsible for maintaining a pest control logbook or file for each building or site specified in the contract. These records shall be kept on-site and maintained on each visit by the Contractor. Each logbook or file shall contain at least the following information:

- A. IPM Action Plan: A copy of the Contractor's approved IPM Action Plan, including labels and MSDS sheets for all pesticides used, brand names of all pest control devices and equipment used, and the Contractor's service schedule for the facility or location.
- B. Pest Control Service Report Forms or an equivalent. These forms will be used to advise the contractor of routine service requests and to document the performance of all work, including emergency work. Upon completion of a service visit to the building or site, the Contractor's technician performing the service shall complete, sign, and date the Pest Control Service form and return it to the logbook or file on the same or succeeding day of the services rendered.

4.6 Meetings

The Contractor shall attend periodic meetings as requested by the District.

4.7 Resources Available – Water

The Contractor shall inform the District of its water needs and request that the District designate locations at which connections may be made.

WARNING: CONTRACTOR SHALL NOT USE ANY DISTRICT PIPELINE OR HOSES FOR SUPPLYING POTABLE WATER TO ITS EMPLOYEES OR SUBCONTRACTORS FOR DRINKING WATER.

4.8 House Keeping and Rubbish Control. *See Attachment Blank, Special Provisions for Services, Cleanup.*

Care shall be taken to prevent any spillage. Any such spillage shall be immediately contained and removed and the area cleaned at the Contractor's expense.

5.0 USE OF PESTICIDES

Contractor(s) shall be responsible for application of pesticides according to the label. All pesticides used by the Contractor must be registered with and reported, when required, to the U.S. Environmental Protection Agency (EPA), and the California Department of Pesticide Regulation. Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable federal and state laws and regulation. Contractors must obtain permits when necessary for any Restricted Use Pesticides. Contractor must register with the County of Alameda Agricultural Commissioner as required by law.

Contractor shall adhere to the following rules for pesticide use:

Approved Products: Contractor shall not apply any pesticide product that has not been approved for the use by federal and state regulatory agencies.

Pesticide Storage: Contractor shall not store any pesticide product on District property.

Application by Need: Pesticide application shall be according to need and not by schedule. As a general rule, application of pesticides in any inside or outside area shall not occur unless visual inspection or monitoring devices indicate the presence of pests in that specific area and that pesticide use is necessary as a last resort. Requests for preventative pesticide treatments in areas where surveillance indicates a potential insect or rodent infestation will be evaluated by the District on a case-by-case basis.

Minimization of Risk: When pesticide use is absolutely necessary, Contractor shall employ the least hazardous material, most precise application technique, and minimum quantity of pesticides necessary to achieve control.

Emphasis on Non-Pesticide Methods: Contractor shall use non-pesticide methods of control wherever possible.

Specific Requirements: Under the requirements of the MRP, permittees shall implement an IPM program that includes the reduction, phase-out or elimination of pesticides, which cause impairment of surface waters. The pesticides of concern include: organophosphorous pesticides (chlorpyrifos, diazinon, and malathion); pyrethroids (bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyhalothrin, permethrin, and tralomethrin); carbamates (e.g., carbaryl); and fipronil. The Contractor **shall avoid applying these pesticides** to the maximum extent possible. The following pesticides or toxins are restricted by Zone 7 and shall not be used, in any manner or form, to service Zone 7 facilities:

- Pesticides linked to cancer, (US EPA Class A, B and C carcinogens and chemicals known to the state of California to cause cancer under Proposition 65);
- Pesticides that cause birth defects or reproductive or developmental harm (identified by the US EPA or known to the State of California under Proposition 65 as reproductive or developmental toxins);

- Pesticides that interfere with human hormones;
- Pesticides identified by the State of California on the Groundwater Protection List (Section 13145(d), Food and Agricultural Code, Division 6. Pest Control Operations);
- Pesticides classified as Toxicity Categories I and II by US EPA;
- Pesticides containing active ingredients that are known to threaten water quality;
- Carbamate or organophosphate pesticides; and
- Foggers, bombs, fumigants or sprays that contain pesticides identified by the state of California as potentially hazardous to human health (CFR 6198.5).

The Contractor shall provide, in advance to the District, copies of the Material Safety Data Sheets (MSDS) and container labels for all pesticides and toxins that may be used in District buildings or grounds.

Contractor(s) shall also provide a copy of their IPM program with their proposal.

6.0 BIDDER QUALIFICATIONS & EXPERIENCE

Minimum Requirements

Bidder must have:

- Five (5) years of experience with industrial, commercial, or institutional accounts.
- Current State Operator's or Branch II Field Representative license (or license applicable to the scope of work described). All bidders shall submit copies of their State Operator's license with their bid. Failure to do so will be cause for bid rejection. All Pest Control personnel shall hold valid and current State Applicator's or Branch II Field Representative licenses for the entirety of the contract. **Bidder shall provide this information for each licensed applicator that will work on this contract with their bid.** Throughout the term of the contract and any subsequent renewal terms the Contractor shall possess current and valid permits, licenses and professional credentials necessary to supply product and perform services as specified under this RFP.
- Bidder shall be **IPM-certified and shall submit copies of such certification with their bid.**

Offers will be accepted only from bidders who have significant experience in providing the Pest Control Services specified herein. **Proposals must include:**

1. A description of the company's history
2. A statement of qualifications and experience of the company. This should include the number of trained and properly licensed service personnel employed to provide satisfactory service to all facility locations specified. Also include how many technicians you recommend for this contract and if they will be dedicated to the contract.

3. Dun & Bradstreet financial report (if available)

7.0 DELIVERABLES

The following provides an outline of desired deliverables to be provided to the District during the contract period.

- 7.a. IPM Action Plan. (Refer to Scope of Services, 4.2.a) The Contractor shall be responsible for carrying out work according to the approved IPM Action Plan. The Contractor must receive the concurrence of each facility supervisor prior to implementing any subsequent changes to the approved IPM Action Plan, including additional or replacement pesticides and on-site personnel.
- 7.b. Quarterly Pesticide Use Summary Report: A detailed listing of all manufacturer and product name, pesticide type, and total quantity of each pesticide used to service District facilities on a quarterly basis. The report shall include a detailed description of any substitute product used as a replacement, and list the product that is being replaced. Contractor shall be able to provide copies of receipts and invoices for products used if requested by District. These reports shall be **due by October 15th (for July 1 – September 30); January 15th (for October 1 to December 31); April 15th (for January 1 to March 30); and July 15th (for April 1 to June 30).**

Reports shall be submitted to:

Zone 7 Water Agency
Attn: Purchasing
100 N. Canyons Pkwy.
Livermore, CA 94551
Fax: 925.454.5725

8.0 EVALUATION CRITERIA

The selection of the Contractor and subsequent contract award will be based on the criteria contained in this RFP, as demonstrated in the submitted proposal. Bidders should submit information sufficient for the District to easily evaluate proposals with respect to the selection criteria. The absence of required information may cause the Proposal to be deemed non-responsive and may be cause for rejection. Keep in mind:

- Proposal should demonstrate the qualifications, experience, and capacity of Bidder to provide the services in conformity with the requirements of this RFP.
- The Proposal must also demonstrate the qualifications of the particular staff to be assigned to the project.
- The Proposal should specify a specific approach that will meet the RFP requirements.
- Proposals that meet the submittal requirements will be evaluated by the District based on the following criteria (in no particular order):
 - Specific qualifications, experience, and capacity, and appropriate licenses applicable of the primary personnel to be assigned to the project
 - Service approach
 - Proposer's past performance on services of similar scope and size
 - Quality and comprehensiveness of the Proposal
 - Price

9.0 INSURANCE REQUIREMENTS

The successful Proposer must carry and maintain, at the successful Proposer's expense, at all times during the term of the agreement not less than the following coverage and limits of insurance which must be maintained with insurers and under forms of policies satisfactory to the District.

Prior to award, the successful Proposer must submit proof of insurance within ten (10) calendar days of Notice of Award or District may withdraw the award. The insurance company must be an admitted carrier in the State of California with an A.M. Best rating of A-IV or better.

10.0 PROPOSAL INSTRUCTIONS

10.1 General

Proposer is encouraged to review this RFP carefully in its entirety prior to preparation of its Proposal. The District reserves the right to reject any or all Proposals or to select the Proposal(s) most advantageous to the District. The District reserves the right to verify all information submitted in the Proposal.

- 10.1.a. The District reserves the right to amend the RFP or to issue Addenda to the RFP for any reason.
- 10.1.b. The District reserves the right to reject any and all Proposals and to waive any informality, irregularity, or technicality in any Proposal. The posting of this RFP is not a guarantee that the specified services will be purchased by the District.
- 10.1.c. Proposer may withdraw or modify its Proposal only if the District receives such request before the Submittal Deadline.
- 10.1.d. The District will not be responsible for Proposals that are delinquent, lost, incorrectly marked, sent to an address other than that given herein, or sent by mail or courier service and not signed for by the District.
- 10.1.e. The District will not compensate any Proposer for the cost of preparing any Proposal, and all materials submitted with a Proposal will become the property of the District. The District will retain all Proposals submitted.
- 10.1.f. All Proposals and all evaluation and/or scoring sheets will be available for public inspection at the conclusion of the selection process.
- 10.1.g. Submission of a Proposal constitutes acceptance by Proposer of the conditions contained in this RFP unless otherwise clearly and specifically noted in the Proposal submitted and confirmed in the Professional Services Agreement between the District and the Proposer selected.

10.2. Inspection of Buildings And Surrounding Areas

Contractor is required to perform a detailed evaluation of the existing structural and sanitary conditions of all the buildings and surrounding areas specified prior to submitting their proposal. Any conditions that may prevent the Contractor(s) from successful completion of the services required should be noted as a part of their response.

To facilitate an initial inspection, the District will schedule a Pre-Proposal Site Visit and Walk Through. Any verbal information obtained from or statements made at the time of the site inspection that are contrary to this RFP shall not be construed, in any way, to alter the requirements of this document. Contact may be made with the individual listed at each location for permission to inspect the sites and discuss the service requirements and the amount of time required to provide thorough service. All pest control services shall be done to the satisfaction of each individual in charge of the individual District site location.

10.3 Proposal Format

Proposal should be clear, accurate, and comprehensive. Proposal shall be organized and numbered in the order presented below:

- 1) Company or Contractor's name, and contact person(s), including corporate office and local office address, city, state, zip code, telephone number, fax number, web site address, and e-mail address.

- 2) Company description, including the number of customers serviced annually, location, and number years the company has been in business. Please provide a comprehensive listing of all types of pest control categories offered by your company.
- 3) Proposed Scope of Services. The scope of services should reflect the Scope of Services section of this RFP and where deviations are suggested they need to be spelled out in the Deviations section of the Proposal. Proposals should include suggested schedules or methods of pest management that Contractor thinks would offer the best service and value to the District.
- 4) Describe methods and procedures to be used for identifying sites of pest harborage and access, and for making objective assessments of pest population levels.
- 5) Names and specific qualifications, experience, skill set fit, and appropriate licenses held, if applicable, of the primary staff to be assigned to the contract. Provide copies of State Operator's license. Failure to do so may be cause for bid rejection. All Pest Control personnel shall hold valid and current State Applicator's or Branch II Field Representative licenses for the entirety of the contract. Bidder shall provide this information for each licensed applicator with their proposal. Supply copies of all other licenses and certifications their company possesses for doing pest control services.
- 6) Quality Assurance: Bidder shall submit a detailed description of their quality assurance program intended to ensure a successful pest abatement program with their proposal. This shall include, but not be limited to, the frequency of quality assurance inspections and visits, forms used, standards of performance and all other acts performed to ensure a successful pest abatement program.
- 7) Describe your companies communication protocols with customers.
- 8) Describe the type of trainings provided to your employees.
- 9) References. Provide a list of at least three (3) references of customers for which it has performed projects of substantially the same size and scope as that specified herein. The list must contain the following information:
 - Name of customer
 - Address/location of services
 - Contact person
 - Phone number
 - Email address of contact person
 - Description of services performed

10) Provide a fixed cost for pest control services plus an hourly rate for emergency and as needed services. Costs must be inclusive of all anticipated travel, per-diem, and other incidental costs and charges.

11) Deviations from the RFP. Detail any proposed deviations from the scope of services or any other requirement specified in this RFP.

10.4. Submittal

ONE ORIGINAL and FIVE COPIES of each proposal must be submitted on or before the Submittal Deadline. **Please mark each “original” or “copy.”**

Proposals must be submitted in a sealed package to the following address:

<u>By Mail</u>	<u>In Person or by Courier</u>
Zone 7 Water Agency Purchasing – RFP XX-XXX 100 North Canyons Pkwy. Livermore, CA 94551	Zone 7 Water Agency Purchasing – RFP XX-XXX 100 North Canyons Pkwy. Livermore, CA 94551

10.5. Selection Process

After the Submittal Deadline, the District will review all proposals for the minimum qualifications. Those meeting the minimum qualifications will be rated by an Evaluation Team. At the District’s discretion, Proposers may be invited to come in for an interview or the District may call for any clarification needed. Please note that cost may not be the deciding factor in the final selection. The District reserves the right to award to more than one contractor if it deems it in the best interest of the District.

10.6 Anticipated Timeline

The District intends to initiate this contract on 7/1/12 depending on the final contract amount. Proposers to this RFP must be able and willing to commit the necessary resources to provide the services described in this RFP.

Event	Date
Contractor Meeting with Facility Manager to assess the Pest Control/IPM Action Plan	Week of June 18, 2012
Second meeting if needed to go over the Pest Control/IPM Action Plan.	Week of June 25,2012
Contract Start Date	July 1, 2012

EXHIBIT LIST

Exhibit A	Zone 7 Water Agency (IPM)
Exhibit B	Service Locations (<i>not attached for annual MRP report</i>)
Exhibit C	Zone 7 Standard Operating Procedure (SOP) – Managing Pest Control Contract Services
Exhibit D	Proposal Acknowledge (<i>not attached for annual MRP report</i>)
Exhibit E	Bid Form (<i>not attached for annual MRP report</i>)
Exhibit F	Exceptions/Deviations Form (<i>not attached for annual MRP report</i>)
Exhibit G	Standard Agreement (<i>not attached for annual MRP report</i>)
Exhibit H	Special Provisions for Services (<i>not attached for annual MRP report</i>)
Exhibit I	Bid Protest Policy and Procedures (<i>not attached for annual MRP report</i>)
Exhibit J	Non-Collusion Affidavit (<i>not attached for annual MRP report</i>)
Exhibit K	Acknowledgment of Insurance (<i>not attached for annual MRP report</i>)
Exhibit L	References form (<i>not attached for annual MRP report</i>)
Exhibit N	Sample IPM Action Plan
Exhibit O	Proposal Checklist (<i>not attached for annual MRP report</i>)

EXHIBIT A

ZONE 7, ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

INTEGRATED PEST MANAGEMENT POLICY

Mission

Zone 7 is committed to providing a reliable supply of high quality water and an effective flood control system to the Livermore-Amador Valley. In fulfilling our present and future commitments to the community, we will develop and manage water resources in a fiscally responsible, innovative, proactive and environmentally sensitive way. Zone 7 is authorized to undertake this mission by under the District Act in Chapter 55 of the Water Code Appendix.

Introduction

Zone 7 is a water resources management agency whose principal activities include water supply, groundwater management and flood control. Zone 7 wholesales treated water to retail water agencies such as the Cities of Pleasanton and Livermore, the Dublin San Ramon Services District and the California Water Service Company and Zone 7 provides untreated water for agricultural use by other customers. Zone 7 also owns and maintains a system of 40 miles of flood control channels throughout the area.

The California Regional Water Quality Control Board, San Francisco Bay Region (Water Board), regulates discharges of stormwater into the San Francisco Bay through National Pollutant Discharge Elimination System (NPDES) Permits. The Municipal Regional Stormwater NPDES Permit, Order R2-2009-0074, NPDES Permit No. CAS612008 (MRP) was adopted by the Water Board on October 14, 2009 and became effective on March 1, 2010. Provision C.9 Pesticides Toxicity Control seeks to prevent impairment of urban streams by pesticide-related toxicity. This provision requires Permittees to, among other things, adopt and implement an Integrated Pest Management (IPM) Policy or Ordinance that minimizes reliance on pesticides that threaten water quality. The pesticides of concern include: organophosphorous pesticides (chlorpyrifos, diazanon, and malathion); pyrethroids (bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyhalothrin, permethrin, and tralomethrin); carbamates (e.g. carbaryl); and fipronil.

Zone 7 is a co-Permittee of the MRP. As a result, Zone 7 is required to adopt and implement an IPM policy and procedures to minimize pesticide use and utilize IPM techniques in its operations. Zone 7 developed and adopted an IPM program in 2002 pursuant to the permit requirements of the Alameda Countywide Clean Water Program Municipal Stormwater NPDES Permit, the MRP's predecessor, and as recommended by the Alameda County Board of Supervisor Resolution dated May 8, 2001. This IPM program is being updated and will be adopted as a policy in order to conform to the new MRP requirements.

Scope

This policy applies to facilities maintained by Zone 7 where IPM is performed by ACPWA staff or contractors hired by Zone 7 to perform pest control services. All Zone 7 staff members who monitor or make decisions on pest control related issues will receive a copy of this policy prior to any work being done for Zone 7 on our facilities and/or right of way. All pest control contractors will receive a copy of this policy prior to any work being done for Zone 7 on our facilities and/or right of way.

Definitions

- Vector:** any animal capable of transmitting the causative agent of human disease or capable of producing human discomfort or injury, including, but not limited to, mosquitoes, flies, other insects, ticks, mites, and rats.
- Pest:** means any of the following that is, or is liable to become, dangerous or detrimental to the agricultural or nonagricultural environment, including but not limited to the following:
- a) any insect, predatory animal, rodent, nematode, or weed;
 - b) any terrestrial, aquatic, or aerial plant or animal, virus, fungus, bacteria, or other microorganism.
- Weed:** means any plant which grows where not wanted.
- Pest Control:** means the use or application of any pesticide. It also means the use of any substance, method, or device to do any of the following:
- a) control pests;
 - b) prevent, destroy, repel, mitigate, or correct any pest infestation or disorder of plants;
 - c) inhibit, regulate, stimulate, or otherwise alter plant growth by direct application to plants.
- Pesticide:** any registered product that has an EPA registration number which includes any of the following:
- a) any spray adjuvant;
 - b) any substance, or mixture of substances which is intended to be used for defoliating plants, regulating plant growth, or for preventing, destroying, repelling, or mitigating any pest which may infest or be detrimental to vegetation, man, animals, or households, or be present in any agricultural or nonagricultural environmental whatsoever.

Site Pest Control Strategies

Zone 7's IPM consists of prevention including removing debris, removing mosquito-breeding areas, removing excessive vegetation selection of pest resistant vegetation and limiting irrigation of trees to the initial period after planting. Least toxic methods are considered first as we consider biological, cultural, mechanical and chemical methods to accomplish our goal. For optimal results for certain applications, we may select a combination of biological, cultural, mechanical and chemical techniques.

Zone 7 currently contracts with Alameda County Public Works Agency (ACPWA) to perform the major portion of Zone 7's pest management activities. Other County agencies and private contractors perform the remaining portion on an as-needed basis. Zone 7 performs pest management as part of its maintenance program. This service is conducted on flood control channels, water treatment sites, well fields, pipeline appurtenances, a reservoir, and at its Parkside office at 5997 Parkside Drive in Pleasanton.

Zone 7 and ACPWA use an integrated approach by adopting IPM practices that monitor for pests before taking action. We implement sanitation and exclusion practices first, treat only as necessary, and use or consider mechanical, physical and biological methods before resorting to chemical methods. Agency staff will review, adopt and use IPM tools and procedures that are safe, effective, economical and appropriate for the site at the time. A copy or sample label and MSDS for each product must be submitted for Zone 7 review before work begins. Zone 7 must approve IPM techniques before work begins. All contractors have a copy of the Zone 7 IPM, their organizational IPM and a list of pesticides to be utilized that day available at the job site at all times for review by Zone 7 staff.

Private contractors shall be IPM-certified contractors and required to implement Zone 7's IPM by July 1, 2010. Private contractors must have a supervisor or lead person on site with appropriate pest control experience and a Pest Control Qualified Applicator license from the Pest Control Board. Private contractors must provide copies of appropriate valid licenses before beginning work and submit copies of documentation of IPM training previous to their execution of a contract with Zone 7.

For contractors that are governed by the IPM of another county agency we utilize their reports regarding location, quantity of material or other technique and the location that was treated. We require similar reports from private contractors and ensure that they work according to the Zone 7's IPM. Contractors, when appropriate, will be required to have a written IPM plan for a project. Contractors must maintain records of the location, quantity and amount of material utilized for each task and copies are submitted to Zone 7 on an annual basis. When applicable, material safety data sheets are obtained for each pest control material prior to utilizing it. Access to Zone 7 facilities is controlled and coordinated with Zone 7 staff. The work of contractors is scheduled to protect employees and members of the public present in the facilities.

Flood Control Channel Program

The primary purpose of flood control facilities is to efficiently drain storm water to San Francisco Bay. In recent years we have attempted to integrate and expand many other multiple uses into facilities that were not originally designed for these purposes, such as:

- Recreation for bicyclists, hikers and joggers;
- Wildlife habitat;
- Educational opportunities for students and the public;
- Clean Water Program elements that help to clean storm water

Zone 7 provides vegetation management on approximately 40 miles of flood control facilities. The flood control facilities we maintain include various types of earth channels, concrete lined channels and silt basins.

Flood control facility vegetation management can be divided into four area types or sites:

- A. **Channel access roads** provide our maintenance crews direct access to creeks and channels for all weather maintenance. Roads are typically rocked or paved. Puncture vine can be a problem near paved bike paths.
- B. **In slopes and out slopes** are usually vegetated with planted and volunteer grasses. Slopes may also have concrete or rock placed to prevent soil erosion.
- C. **Fence line vegetation** is trimmed back routinely to provide access for inspection and maintenance. We educate adjacent property owners not to plant invasive plant materials on fence lines and suggest possible alternative solutions.
- D. **Aquatic areas** are usually wet year round. We may remove channel bottom growth that could impede storm flows. Activities below top of bank are implemented in compliance with applicable laws and regulations. In general we try to promote the growth of low growing grasses that lie down during storm water flows and remove larger vegetation that traps sediment and debris. Maintenance of a facility's design storm flow capacity is critical to flood protection. We cooperate with other agencies including:
 - Mosquito Abatement District for access to mosquito breeding sites;
 - East Bay Regional Park District for regional weed control projects;
 - Various City Fire Departments for vegetation management and U.S. Fish and Wildlife Service and California Department of Fish and Game on regional weed control projects to enhance threatened and endangered species habitat.

Water Supply Facilities Program

Zone 7 manages other facilities including two water treatment plants, four well fields, a reservoir, pipeline appurtenances and its Parkside office in Pleasanton.

Training Program

Zone 7 staff do not, as part of their scope of duties, apply or use pesticides, and are therefore not required to undergo training on IPM practices. However, as stated above, Zone 7 staff shall ensure that Zone 7's contractors are either IPM-certified and will require that they provide evidence of IPM training. In addition, Zone 7 staff shall keep up to date on the latest IPM practices. Alameda County Public Works Agency, Agriculture Department, Vector Control Services District and the Mosquito Abatement District provide training to their personnel in accord with their respective IPM programs. Zone 7 engages qualified private contractors to perform IPM tasks.

Public Education

Employees are trained and encouraged, to respond to citizen concerns in the field by providing appropriate answers to questions. If the information requested is beyond the scope of work of the employee, then the employees' supervisor will follow up. The Flood Control Principal Engineer or the ACPWA Weed and Pest Control Supervisor generally address the more complex questions and concerns. We provide superior customer service and promote a professional image of our staff and program.

The supervisor works with members of the public that may have pest control issues on an individual basis. This can involve pre-treatment notification or an Adopt-A-Spot approach.

Public outreach is also accomplished by giving presentations at public meetings and at professional seminars and conferences. The Alameda Countywide Clean Water Program actively provides information on IPM with handouts and website based information can be found on Zone 7's website at www.zone7water.com.

Monitoring Program

Zone 7 inspectors review site conditions before and after treatment to ensure that pest control activities conform to the Zone 7 IPM policy and are effective. We rely on the monitoring program of ACPWA and other contractors under their IPMs to determine the location and scope of necessary IPM services. For example, under the ACPWA IPM program, the Weed and Pest Control Supervisor actively monitors environmental conditions throughout the county as they implement weed control procedures. Subscription weather forecasts are used to help schedule work. Radio broadcast and online weather information is sought out to monitor changes of wind, rain and temperature. Common sense, experience and a hand held wind gauge help to prevent spray drift to non-target areas. Stage of growth in the pest life cycle is monitored and anticipated for pest control work scheduling. Site visits are used to determine the actual weed control needs before procedures are implemented. Post treatment site inspections ensure that procedures were effective and if not, then follow up procedures are implemented.

We also comply with notices to reduce vegetation within Zone 7's facilities from the fire departments of the Cities of Dublin, Livermore and Pleasanton.

Zone 7 currently monitors water quality as required by the State Water Quality Control Board pursuant to the statewide Aquatic Pesticides General Permit requirements.

Other Pest Management Practices

All rodent control work on flood control channels, water treatment sites, well fields, pipe line appurtenance sites and the Parkside office are at this time performed under contract with the Alameda County Community Development Agency, Agriculture / Weights and Measures Department. All vector control work on sites maintained by Zone 7 is, at this time, performed under contract with the Alameda County Vector Control Services District. All mosquito abatement work on sites maintained by Zone 7 is at this time contracted out to the Mosquito Abatement District. ACPWA, Agriculture Department, Vector Control and Mosquito Abatement all have IPM policies in place. Qualified private contractors may also perform the above work on an as-needed basis. Private contractors must be licensed as Commercial Pesticide Applicator and be IPM-certified.

EXHIBIT C

Zone 7 Water Agency

Title: Managing Pest Control Contract	SOP Number:	Z7-30-22
	Revision Date:	1/03/2012
	Review Date:	NA
	Safety Checklist included:	NA
	Review by WQ (initial):	NA
	Review by Plant Eng (initial):	NA
	Review by Env Serv (initial):	NA
	Approval by WFS (initial):	RA
	Required by DPH? (Yes/No):	No

Facility: All Zone 7 sites with the exception of North Canyons

Background:

In the past uncontrolled squirrel populations have been known to cause damage to electrical wiring and at one time even taking the Patterson facilities emergency generator out of service. These pests have also undermined the sludge drying beds. Rats, mice, ants, wasps, spiders, cockroaches and weeds need to be controlled as well.

Goals and Objectives:

Although the BPO for pest services is under one contract the individual facility supervisors are responsible for maintaining contact with and directing the work of pest services contractors. The objective of this document is to provide the facility supervisors with direction on the scope of work and Zone 7’s expectations for this contract work.

Safety:

When working within a treatment process, facility or location always be aware of your surroundings and the task you have been assigned. Your activity, along with others (contractors) could impact the work environment and potentially expose you and others to the following; dangerous chemicals, automatic starting of machinery, high noise levels, electrical shock, confined space hazards, fall hazards, drowning and engulfment hazards, etc. Approach every job with safety as the “primary concern”. Always follow instructions provided by the equipment manufacturer, Zone 7 policy or procedure, and don the appropriate personal protective equipment (PPE) as indicated by the chemical Material Safety Data Sheet (MSDS) information found online at <http://www.3eonline.com/> or located at the specific facility. Enter the username ZWA and password ZWA99 for access to the database.

The attached [Regulatory Safety Checklist \(RSC\)](#) identifies various safety program elements, and should not be considered all inclusive. Contact your supervisor for more detailed information and always refer to the current employee safety handbook for additional information.

Procedure:

Before contacting the pest services contractor for work to be performed the Facility supervisor should contact the maintenance supervisors to determine if they have any special needs regarding pest control or weed abatement. The DV supervisor should also contact the WQ Lab supervisor. This will prevent double booking of the services and keep oversight of the contract in

the hands of one person per sight.

Weed Abatement:

1. In October the contractor should be contacted to schedule the annual application of a pre-emergent for the control of weeds. This prevents the germination of annual weeds.
2. Additional applications of weed killer will need to be scheduled in the spring and summer.
3. Provide the contractor with the Name and phone numbers of the other facility supervisors if they desire to complete the application at all sites during the same time period.
4. Schedule a walk thru with the contractor and provide specific direction on where the pre-emergent application is required. See Attachments A & B for treatment facilities aerial view
5. Make clear to the contractor that chemicals are not to enter any water source that either will be returned to the treatment process or contaminate streams or creek runoff. The roads around the sludge drying beds may be sprayed but the bank surrounding the drying beds should be mowed not sprayed.
6. Direct the contractor to apply the pre-emergent and weed killer to all gravel pack areas, roads and a 10 foot area around the perimeter of the property. If the supervisor would like a wider area covered they can stipulate that during the walk-thru. An example would be to have the north side of the entryway at DV where the oak trees grow treated as well as outside of the fence on Patterson Pass road.
7. Include all Well Field, MGDP and control station sites for weed abatement. The WF/Distribution supervisor will determine if selected turnouts should be treated.
8. The use of an indicator dye with the pre-emergent is acceptable however it should be applied as lightly as possible to prevent the appearance of colored water flowing into the storm drains during periods of rain.
9. The DPH and EPA state that in an effort to avoid spray drift the application should be avoided if the wind speed is greater than 10 MPH. Do not hesitate to cancel weed spraying activities under windy conditions.

Squirrel Abatement:

1. Bate stations have been strategically placed around the perimeter of the DV and PP facilities.
2. The contractor should be contacted in the early summer after the weeds have died and a treatment should be scheduled. If the treatment is applied when the grass contains significant moisture the squirrels will not die and they can shy away from the bait.
3. Confer with the contractor regarding the need for further treatments.

Other Pests:

1. Pests such as mice, rats, ants, spiders, beetles, roaches and wasps should be scheduled for treatment on an as needed basis. At DV it would be good to check with the WQ Lab and Maintenance supervisors periodically for their concerns.
2. The maintenance department has requested routine treatment for electrical wire consuming rodents on all well sites, MGDP, Silver Oaks Pump station, Airport Pump station, Vasco station, Cross Valley Control Valve Station and Vineyard Control Valve Station.

Contract Management:

1. Accounting will direct the invoices to the facility supervisors for final approval for
-

- payment.
2. The facility supervisor will review the invoice for accuracy assuring that the Zone is paying for work that was actually performed and requested.
 3. Questions concerning the contract or invoice should be directed to the purchasing department.
 4. Finalize approval by signing off and forwarding to accounting while also providing a copy for the operations Administrative Assistant for tracking purposes.

Reference:

Records:

Attachments:

- A. Del Valle Aerial View
- B. Patterson Pass Aerial View
- C. Regulatory Safety Checklist



Attachment A (Del Valle Facility)



Attachment B (Patterson Pass Facility)

Attachment C
 SOP Regulatory Safety Checklist (RSC)

SAFETY ELEMENT	Required	Not Required	Links/Forms
Injury and Illness Prevention Program (IIPP), including documentation forms (CCR, Title 8, Section 3203)			
Hazardous Communication Program including placards, labeling and MSDS. (CCR, Title 8, Section 5194)	<input type="checkbox"/>	<input type="checkbox"/>	
Site specific safety plan, detailing procedures for your site specific activities. (CCR, Title 8, Section 3203 & 1509)	<input type="checkbox"/>	<input type="checkbox"/>	
Site specific permits required, such as trenching and shoring, (CCR, Title 8, Section 1503); confined space entry, (CCR, Title 8, Section 5157); asbestos abatement notification, (CCR, Title 8, Section 1529)	<input type="checkbox"/>	<input type="checkbox"/>	
Required certifications and/or training records of employees as stipulated in this document. (CCR, Title 8, Section 3203)	<input type="checkbox"/>	<input type="checkbox"/>	
Medical approval to wear respiratory protection. (CCR, Title 8, Section 1531, 5144)	<input type="checkbox"/>	<input type="checkbox"/>	
Medical approval to work with, but not limited to asbestos, cadmium and lead. (CCR, Title 8, Section 1529, 1532 & 1532.1)	<input type="checkbox"/>	<input type="checkbox"/>	
Hearing conservation Program (CCR Title 8, Sections 5095-5100)	<input type="checkbox"/>	<input type="checkbox"/>	
Bloodborne Pathogens Program (CCR Title 8, Section 5193)	<input type="checkbox"/>	<input type="checkbox"/>	
Respiratory Protection Program (CCR Title 8, Section 3409 and 5144)	<input type="checkbox"/>	<input type="checkbox"/>	
Heat Stress Program (CCR Title 8, Section 3395)	<input type="checkbox"/>	<input type="checkbox"/>	
Training Documentation	<input type="checkbox"/>	<input type="checkbox"/>	

EXHIBIT N

IPM ACTION PLAN

The IPM Action Plan is the plan of action to manage the pests at a particular site. The IPM service provider develops this Plan after a thorough inspection of the facility. The Plan is discussed with the contract manager and/or Facility Supervisor(s) for each District location. The Plan must be approved before it can be implemented.

The following should be included in an IPM Action Plan:

A. Summary of Field Observations

IPM service provider shall conduct facility inspections. Based on field observations, evaluate locations and sites where pest problems commonly occur to determine pest population, size, occurrence, and natural enemy population, if present. Identify conditions that contribute to the development of pest populations, and decisions and practices that could be employed by Zone 7 to manage pest problems (e.g. biological, physical, and cultural controls) to the maximum extent practicable before pesticides are chosen as the appropriate application method.

B. Proposed Materials and Equipment to be Used in the Service

This should include the brand names of pest detection equipment and monitoring devices, insect and rodent trapping devices and any other pest control devices or equipment that might be used. It should also include current labels and Material Safety Data Sheets for all pesticides that might be used and the brand names of pesticide application equipment and rodent bait stations. Pesticides used should be reduced risk pesticides and apply the minimum amounts needed to be effective.

C. Proposed Methods for Monitoring and Detection

The IPM service provider should describe the methods and procedures that will be used for identifying sites of pest harborage and access, and for making objective assessments of pest population's levels throughout the term of the contract.

D. Service Schedule for Each Building or Site

The IPM service provider should provide a complete service schedule that includes the frequency of the service provider's visits, the day(s) of the week the service provider will visit, and the approximate duration of each visit.

E. Description of any Structural or Operational Changes to Facilitate Pest Control

The IPM service provider should describe site-specific solutions for observed sources of pest food, water, harborage, and access.

The materials and equipment to be used should be consistent with an IPM approach and should include items such as mechanical devices for monitoring and capturing creatures, insecticides formulated as baits rather than sprays, and tools such as vacuums and steam cleaners.

The frequency of the service provider's visits should depend on the structure, its use, and the culture of the occupants. For example, a building with a cafeteria should be visited weekly because the presence of food increases the chances for pest invasions. A warehouse that stores equipment, but no food, might need only a monthly visit. A newer office building with occupants that are neat and rarely, if ever, eat at their desks might be visited every two weeks.

Once the IPM technician is at the site, his or her work should be guided by the service requests that were logged in since the last visit and by the known sites of elevated risk such as food service areas, loading docks, locker rooms, etc.

The service provider should have an efficient method to relay information to about structural and operation changes that should be made. Forms should be easy to understand and handwriting should be legible. The information should be routinely sent to one designated person, ideally the IPM coordinator.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

Section 10 - Provision C.10 Trash Load Reduction

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

(For FY 10-11 Annual Report only) Provide description of actions/tasks initiated/conducted/completed in developing a Short-Term Trash Loading Reduction Plan (due February 1, 2012).

Description:

Provision C.10.a.i is NA to Zone 7.

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

(For FY 10-11 Annual Report only) Provide description of actions/tasks initiated/conducted/completed to gather trash loading data and in developing a Baseline Trash Load and Trash Load Reduction Tracking Method (due February 1, 2012).

Description:

Provision C.10.a.ii is NA to Zone 7.

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

(For FY 10-11 Annual Report and Each Annual Report Thereafter) Provide 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 the Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership and an estimate of the total land area that is planned for treatment by July 1, 2014.

Description:

See the C.10 Trash Load Reduction section of Program's FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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

(For FY 10-11 Annual Report and Each Annual Report Thereafter) 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.

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)
Arroyo Seco (Line P)	October 2011	5 lbs	Plastic Water bottles, soda can, plastic oil container, beer can, plastic cups, coffee cups	Gas station
Line G-2	October 2011	5 lbs	Glass bottles, cans, paper, plastic bottles, plastic bags	BART
Line J-1	October 2011	5 lbs	Paper, plastic cups, burger paper, soda cans	Mac Donald's

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.

NOTE: Provision C.10d is not applicable to Zone 7.

Trash Load Reduction Action	Summary Description of Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
Existing Enhanced Street Sweeping				
Single-Use Carryout Bag Policies				
Polystyrene Foam Food Service Ware Policies				

⁵⁸The 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.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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.

NOTE: Provision C.10d is not applicable to Zone 7.

Trash Load Reduction Action	Summary Description of Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
Public Education and Outreach Programs				
Activities to Reduce Trash from Uncovered Loads				
Anti-littering and Illegal Dumping Enforcement Activities				
Improved Trash Bins/Container Management				
Single-use Food and Beverage Ware Ordinance				
On-land Trash Cleanups				
Additional Enhanced Street Sweeping (Beyond Existing Enhanced)				
Partial-Capture Treatment Devices				
Enhanced Storm Drain Inlet Maintenance				
Full-Capture Treatment Devices				
Creek/Channel/Shoreline Cleanups				
Total Estimated Trash Load Removed (Gallons) in FY 2011-12				
Baseline Trash Load Estimate (Gallons)				
Total Percentage Reduction in FY 2011-12 (Compared to Baseline Trash Load)				

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).

See the Provision C.11 Mercury section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for an estimate of mercury removed through countywide efforts.

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.

See the Provision C.11 Mercury section of the Alameda Countywide Clean Water Program FY 11/12 Annual Report for an estimate of mercury removed through countywide efforts.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

- C.11.b ▶ Monitor Methylmercury**
- C.11.c ▶ Pilot Projects to Investigate and Abate Mercury Sources in Drainages**
- C.11.d ▶ Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices**
- C.11.e ▶ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit**
- C.11.f ▶ Diversion of Dry Weather and First Flush Flows to POTWs**
- C.11.g ▶ Monitor Stormwater Mercury Pollutant Loads and Loads Reduced**
- C.11.h ▶ Fate and Transport Study of Mercury In Urban Runoff**
- C.11.i ▶ Development of a Risk Reduction Program Implemented Throughout the Region**
- C.11.j ▶ Develop Allocation Sharing Scheme with Caltrans**

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 countywide 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.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

Section 12 - Provision C.12 PCBs Controls

C.12.a.ii,iii ▶ Ongoing Training

(For FY 10-11 Annual Report and Each Annual Report Thereafter) List below or attach 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:

Annual inspector training, including training on identification and referrals of potential PCB sources is planned for October 2012.

- 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 to can provide descriptions below.

Summary

A summary of countywide 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.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

Section 13 - Provision C.13 Copper Controls

C.13.a. iii.(1) ► Legal Authority: Architectural Copper

(For FY 10-11 Annual Report only) 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?

	Yes	X	No
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If **No**, explain and provide schedule for obtaining authority within 1 year.

Provision C.13 is not applicable to Zone 7 of the Alameda County Flood Control & Water Conservation District. Zone 7 is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. In addition, Zone 7 is responsible for various flood control facilities and activities in the eastern portion of Alameda County. Since Zone 7 is a water and flood protection utility, its responsibility does not go beyond its own facilities. Therefore, Zone 7 does not have the legal authority over any facilities that are not Zone 7 owned.

C.13.a.iii.(2) ► Training, Permitting and Enforcement Activities

(FY 11-12 Annual Report and each Annual Report thereafter) 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 including. :

- Development of BMPs on how to manage the water during and post construction
- Requiring the use of appropriate BMPs when issuing building permits
- Educating installers and operators on appropriate BMPs
- Enforcement actions taken against noncompliance

NA to Zone 7 (see above explanation in C.13.a.iii)

C.13.b. iii. ► Legal Authority: Pools, Spas, and Fountains

(For FY10-11 Annual Report only) Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?

	Yes	X	No
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If **No**, explain and provide schedule for obtaining authority within 1 year:

NA to Zone 7 (see above explanation in C.13.a.iii)

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

C.13.c ▶ Vehicle Brake Pads

Reported in a separate regional report.

A summary of the countywide 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

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

Summary

NA to Zone 7 (see above explanation in C.13.a.iii)

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

Report on progress of studies being conducted countywide or regionally to reduce copper pollutant impact uncertainties. State below if information is reported in a separate regional report.

Summary

A summary of the countywide 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.

Permittee Name: Zone 7 of the Alameda County Flood Control & Water Conservation District

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

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

Report on progress of studies being conducted countywide or regionally to characterize the distribution and pathways of PBDEs, legacy pesticides, and selenium. State below if information is reported in a separate regional report.

Summary

A summary of the countywide 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.

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

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
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. Provide any clarifying comments below.				
Comments:				

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. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

See to the C.3 New Development and Redevelopment, C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control sections of Program’s FY 11-12 Annual Report, as needed.

Zone 7 has a water conservation program that promotes water conservation in the Tri-Valley Area. Zone 7, in coordination with its water retailers, offers rebate programs for residents that install certain water conserving devices (i.e. high efficiency washers, toilets & urinals, water efficient lawn conversion, and weather based irrigation controllers). Zone 7 participated in several local and countywide events (see section C.7 of this annual report for a list of events) where Zone 7 representatives spoke to residents, students, gardeners, etc. about storm water pollution prevention, water conservation, native gardening, etc. Outreach materials are distributed at these events to further supplement the importance of implementing best management practices at home to reduce storm water pollution prevention and increase water conservation efforts.

With regards to Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff, Zone 7 is a water wholesaler to the Cities of Livermore and Pleasanton, California Water Service, and Dublin San Ramon Services District. Zone 7 is also responsible for various flood control facilities and activities in the eastern portion of Alameda County. Zone 7 is a water and flood protection utility; its responsibility does

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not go beyond its own facilities. Zone 7 does not have legal authority to prohibit or control illicit discharges on facilities not owned by Zone 7. This is the responsibility of the local municipality. In the event Zone 7 staff discovers an illicit discharge of large volume landscape irrigation runoff, it is reported to the local municipality with jurisdiction over that facility or residence.

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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 (hours and min)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity ⁵⁹ (NTU)	Implemented BMPs & Corrective Actions
Airport pump station at 76 E. Airway Blvd, Livermore	Potable water	Arroyo Las Positas	7/7/2011	10 min	5000	720,000 gpd (500 gpm)	Non-detect (ND)	8.3		Dechlorinate
Bernal and Vineyard Road, Pleasanton (on Vineyard pipeline)	Potable water	Arroyo Del Valle	8/10/2011	2 hours	10,000	216,000 gpd (150 gpm)	ND	8.4	0.09	Dechlorinate
Chain of Lakes Well 1 at 2655 El Charro Road, Pleasanton	Potable water	Cope Lake	8/16/2011	4 hours	150,000	1,008,000 gpd (700 gpm)	ND	7.5	Discharge range: 0.09 NTU - 0.11 NTU Receiving water: 0.09 NTU - 0.10 NTU	Dechlorinate
Airport pump station at 76 E. Airway Blvd, Livermore	Potable water	Arroyo Las Positas	12/12/2011	5 hours, 42 min	240,000	1,008,000 gpd (700 gpm)	ND	8.0	0.07	Dechlorinate
El Charro/Cross Valley Pipeline	Potable Water	Cope Lake	4/6/2012 and 4/7/2012	10 hours	360,000	864,000 gpd (600 gpm)	3/6/2011: ND 3/7/2011: ND	3/6/2011: 7.61 3/7/2011: 7.93	3/6/2011: 0.13 NTU 3/7/2011: 0.17 NTU	Dechlorinate
Bernal and Vineyard Road, (on Vineyard	Potable Water	Arroyo Del Valle	4/24/2012	45 min	1,000	72,000 gpd (50 gpm)	ND	8.11	Discharge: 8.11 NTU Receiving	Dechlorinate

⁵⁹ Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

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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 (hours and min)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity ⁵⁹ (NTU)	Implemented BMPs & Corrective Actions
pipeline)									water: 3.67	

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C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System ⁶⁰														
Site/ Location	Discharge Type	Receiving Waterbody	Date of Discharge	Discharge Duration (hours and mins)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁶¹	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁶²	Inspector arrival time	Responding crew arrival time
Zone 7's Mocho Demineralization Plant at 5215 Stoneridge Dr., Pleasanton	Ground-water	Arroyo Mocho	4/14/2012	2 hours 15 min	35,000	374,400 gpd (or 260 gpm)	ND For discharge, upstream and downstream samples	Discharge: 7.9 Upstream: 8.2 Downstream : 8.3	Discharge: 0.25 NTU Upstream: 18.4 NTU Downstream : 22.6 NTU	Upon discovery of the discharge, the source of the discharge was found. The pump was shut off and water quality samples were taken.	1716	No notification required	N/A	1716 (at time of discovery)

⁶⁰ This table contains all of the unplanned discharges that occurred in this FY.

⁶¹ Monitoring data is only required for 10% of the unplanned discharges. If you monitored more than 10% of your unplanned discharges, report all of the data collected.

⁶² Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.