Appendix A-2

Emergency Response Plans

1. Sewer Overflow Response Manual
2. Example Emergency Response Plan for Pump Stations (Duckett PS)
   Pump Station ERPs are kept separately from this SSMP. Refer to the specific ERP for the pump station in question. A set of all pump station ERPs is kept in the Collections Office.
Sewer Overflow
Response
Manual

Las Gallinas Valley
Sanitary District

Written: April 2005
Revised: April 2018
INTRODUCTION
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- Customer Relations 1-1 & 1-2
- Initial Call - Start Here 1-3
- Emergency Assistance Call Out List 1-4

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- Backflow Prevention 2-4
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CONTRACTORS FOR EMERGENCY REPAIR

REPORT FORMS
- LGVSD Incident Report
- Marin County SSO Report
DEFINITIONS

**Category 1 SSO** is one that is a spill of any volume that reaches surface water

**Category 2 SSO** is one that is greater than or equal to 1,000 gallons that do not reach surface water

**Category 3 SSO** is one that is less than 1,000 gallons that do not reach surface water

CUSTOMER RELATIONS

It is important for employees to communicate effectively with District homeowners or residents, especially in sewage backup situations. How we communicate - on the phone, in writing, or in person - is how we are perceived. Good communication with the homeowner results in greater confidence in our ability to address the problem satisfactorily, less chance of having the homeowner prolong the claims process, and less chance of him/her exaggerating the damage done to the property.

As a representative of the District, you will occasionally have to deal with an irate homeowner. A calm reasonable homeowner can become an unreasonable and irate should he/she perceive us as being indifferent, uncaring, unresponsive, or incompetent. Although sometimes difficult, effective management of a sewage backup situation is critical. If it is not managed well, the situation can get out of hand and the District can end up with a costly prolonged battle. We want the homeowner to be assured that the District is responsive and the homeowner’s best interest is a top priority.
A Few Communication Tips

1. Give the homeowner ample time to explain the situation or to vent.

2. As soon as possible, let the homeowner know that you will find the source of the problem and will have it corrected as quickly as you can.

3. Acknowledge the homeowner’s concerns. For example, if the homeowner seems angry or worried about property damage, say something like, “I understand you’re concerned about the possible damage to your property, but we will have a professional clean-up crew restore the area, and we will take care of any repairs or losses you may have as a result of this incident.”

4. Express regret, on behalf of the District, for any inconveniences caused by the incident.

5. As much as possible, keep the homeowner informed on what is being done and will be done to correct the problem.

6. Keep focused on getting the job done in a very professional manner. Don’t wander from the problem with too much unnecessary small talk.

7. Don’t find fault or lay blame on anyone.

8. Before you leave, make sure the homeowner has the name and telephone number of persons to contact at the District.

9. Make sure someone follows up with a telephone call to ensure everything is being handled as it should be.
Sewer Overflow Incident

Business Hours
Crew notified responds. This is the responsible crew until relieved.

Non-Business Hours
Answering service calls standby employee.

IS IT IN THE SERVICE AREA?

YES
On-call employee notifies responsible agency

NO

INSIDE OUTSIDE

INSIDE
IS THE OVERFLOW INSIDE A BUILDING OR OUTSIDE IN THE STREET?

GO TO TAB 2

OUTSIDE
GO TO TAB 3
### Sewer Overflow: Emergency Assistance

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<th>Field Personnel</th>
<th>Cell</th>
<th>Pager</th>
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<tr>
<td>Bob Buchholz</td>
<td>(415) 747-7036</td>
<td>(415) 258-5029</td>
<td>(415) 827-7579</td>
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<tr>
<td>Brian Exberger</td>
<td>(415) 747-7030</td>
<td>(415) 258-5034</td>
<td>(415) 493-6817</td>
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<tr>
<td>Rob Fernandes</td>
<td>(415) 747-7042</td>
<td>(415) 258-5014</td>
<td>(415) 892-9318</td>
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<tr>
<td>Chris Gill</td>
<td>(415) 747-7032</td>
<td>(415) 258-5022</td>
<td>(510) 290-8514</td>
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<tr>
<td>Brian Johnson</td>
<td>(415) 747-7046</td>
<td>(415) 258-5076</td>
<td>(415) 472-2879</td>
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<tr>
<td>Greg Pease</td>
<td>(707) 533-3520</td>
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<tr>
<td>Mel Liebmann</td>
<td>(415) 747-2840</td>
<td>(415) 458-4107</td>
<td>(415) 898-1784</td>
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<tr>
<td>Chris Campbell</td>
<td>(415) 755-0570</td>
<td>(415) 258-5004</td>
<td>(510) 275-3613</td>
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<tr>
<td>Josh Binder</td>
<td>(415) 747-7034</td>
<td>(415) 458-4107</td>
<td>(925) 368-3348</td>
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<tr>
<td>Ralph Loveless</td>
<td>(415) 747-7048</td>
<td>(415) 258-5034</td>
<td>(707) 927-6695</td>
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<tr>
<td>John Bontrager</td>
<td>(415) 747-7017</td>
<td>(415) 258-5056</td>
<td>(831) 325-3650</td>
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<tr>
<td><strong>Administration</strong></td>
<td></td>
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<tr>
<td>Chris DeGabriele, GM</td>
<td>(415) 497-5741</td>
<td></td>
<td></td>
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<tr>
<td>Susan McGuire</td>
<td>(707) 481-7809</td>
<td></td>
<td>(707) 481-7809</td>
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<tr>
<td>Teresa Lerch</td>
<td>(415) 250-4531</td>
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<td>(415) 892-7806</td>
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<tr>
<td>Kristina Kempf</td>
<td>(415) 446-8544</td>
<td></td>
<td>(415) 446-8544</td>
</tr>
<tr>
<td>Mike Cortez</td>
<td>(707) 704-1944</td>
<td></td>
<td>(707) 649-1624</td>
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</table>

### Marin County Sanitary Districts

- **Central Marin Sanitation Agency** | (415) 459-1455
- **Novato Sanitary District** | (415) 892-1694
- **Sanitary District No. 1 (Ross Valley)** | (415) 461-1122
- **Sanitary District No. 5 (Tiburon)** | (415) 435-1501
- **Sewerage Agency of Southern Marin** | (415) 388-2402
- **Sausalito-Marin City Sanitary District** | (415) 322-0244
Sewer Overflow – Inside Initial Response 2-1

- **IS THE SEWER MAIN FLOWING?**
  - NO: Remove blockage with necessary equipment
  - YES: **IS THE HOMEOWNER HOME?**
    - NO: Leave door hanger on door
    - YES: Inform homeowner that he/she needs to hire a contractor to clear the line

- **IS THE BLOCKAGE CLEARED?**
  - YES: Take pictures of spill, equipment used and document damage. Clean up small spills in the house, if possible. Otherwise, contact TMB, LCC for restoration: 800-413-2999 or Restoration Management 707-750-6326
  - NO: Remain at the site until cleanup service arrives

- **If the problem is a broken line and it cannot be cleared:**
  - Notify the collection manager or any other manager (See 1-4)
  - Call contractor for emergency repair (See Tab 5)

- **GO TO 2-2**
Sewer Overflow – Inside Response

1. **BLOCKAGE IN MAIN LINE?**
   - **NO**: GO TO 2-1
   - **YES**: DO THE HOMEOWNER REQUIRE LODGING?

2. **DOES THE HOMEOWNER REQUIRE LODGING?**
   - **NO**: Call TMB, LLC to contact homeowner and follow up with restoration, if needed 800-413-2999 or Restoration Management 707-760-6326
   - **YES**: Inform homeowner that the District will provide lodging at nearby motels:
     - Embassy Suites: 800-362-2779
     - Inn Marin: 415-883-5952
     - Four Points By Sheraton San Rafael: 415-925-1800
     - GO TO 2-3
When there is a possibility of property damage, inform the homeowner that the Collections Manager will follow up and will contact him/her. Do not discuss financial liabilities with the homeowner. Take pictures of affected area and homeowner’s property.

Unless otherwise directed by the Collections Manager, whoever responds first to the sewer backup should complete the appropriate report (see Tab 4) before leaving the site of the sewer backup, if at all possible. *Take as many photos as needed to accurately represent the extent of the damage. Take photos of areas not impacted as well.*

Notify the District’s insurance carrier:

- York Risk Services Group
- Melissa Ryan
- Senior Claims Examiner
- Indemnity
- (916) 960-0939
If it is determined, after a sewer backup, that the homeowner does not have a Backflow Prevention Device, explain that one is needed to prevent future backups into the home. Tell the homeowner that when there is a blockage in the sewer system, it would normally rise through a manhole and flow to the surrounding area. Explain that if the house plumbing is below the level of an overflowing manhole it can back up through a lateral line and enter the home. After this explanation, do the following:

1. Tell the homeowner that he/she is responsible for having a BPD installed.

2. Explain that it’s a plumber’s job and the cost varies depending on the complexity of the job.

3. Tell the homeowner that the District has to approve the BPD and installation. Explain that the plumber should contact the District for the approval.

4. If necessary, use the BPD diagrams (2-5 and 2-6) to explain how the BPD works.

5. Answer whatever questions that come up as best you can.

6. If the homeowner expresses interest in the District’s Sanitary Code, have him or her contact the District office for a copy.
Sewer Overflow – BPD and Cleanout

NOTES:
1. A standard # CL cleanout is the minimum district requirement.
2. At all sewage overflow devices, shall be installed in a standard # CL cleanout.
3. A standard # CL cleanout is the minimum district requirement.
4. A standard # CL cleanout is the minimum district requirement.

Standard Cleanout
and
Backwater
Prevention Device
NOTES:
1. WHEN A LATERAL SEWER IS INSTALLED IN ADVANCE OF THE BUILDING SEWER, IT SHALL BE TERMINATED AT OR NEAR THE PROPERTY LINE. THE END OF THE LATERAL SHALL BE MARKED WITH A 4" x 4" REDWOOD STAKE, PAINTED GREEN, FROM THE TOP OF THE PIPE TO A MINIMUM OF 8" ABOVE THE FINISHED GROUND SURFACE.
2. WHERE CONCRETE CURBS AND CUTTERS EXIST OR ARE TO BE A PART OF AN IMPROVEMENT, EACH SIDE SEWER SHALL BE PERMANENTLY LOCATED BY IMPRINTING OR CHISELING AN "S" (3" size) IN THE FACE OF THE CURB VERTICALLY ABOVE THE SEWER PIPE.
3. BACKFILL SHALL NOT BE PLACED UNTIL PIPE INSTALLATION HAS BEEN INSPECTED AND APPROVED BY THE DISTRICT.
4. TYPE BRV BACKWATER PREVENTION DEVICE KNOWN AS AN "SRV" OR SAFETY RELIEF VALVE SHALL BE INSTALLED ON A 4" MINIMUM RISER PIPE NOT MORE THAN 3' FROM BUILDING WALL, PER STANDARD DETAIL.
5. LATERAL TRENCHES IN AREA OF PUBLIC STREET CURB, CUTTER AND SIDEWALK SHALL BE COMPACTED THE SAME AS TYPICAL TRENCH DETAIL SD 4. AREAS AROUND NEW CONCRETE CLEAN-OUT BOXES SHALL BE SOILS TESTED TO 90% COMPACTED. CONTRACTOR IS TO USE WHATEVER MEANS NECESSARY TO ACHIEVE 90% COMPACTION.
ORDINANCE 40, SECTION 2:

Buildings in which the elevation of the lowest floor is less than 18 inches above the rim elevation of the nearest upstream manhole or roddhole in the reach of main sewer into which a side sewer connects shall be protected from backflow of sewage by installing a backwater prevention device of a type and in the manner prescribed by the District. Any such backflow device shall be installed by the applicant for sewer service and shall be located on the building sewer between the building and the property line. The backflow device, if below grade, shall be enclosed in a box with removable cover and shall be readily accessible for inspection and maintenance. The installation of any such backflow device shall be at the sole cost and expense of the applicant. The maintenance of the backflow device shall be the sole obligation of the permitee or his successor in interest. The District shall be under no obligation to ascertain that the backflow device continues in operating condition.
Sewer Overflow – Outside Initial Response 3-1

On- Call Employee

BLOCKAGE IN MAIN LINE?

NO

GO TO 2-1

YES

DID THE SPILL BACK UP INTO THE HOUSE?

NO

NEED HELP? (See footnote)

YES

GO TO 1-4

NO

• Check upstream and downstream manholes to identify location and cause of blockage
• Position equipment at manhole and work towards the blockage
• Take precautions to prevent secondary overflows downstream

• Divert spill away from sensitive areas (surface water, schools, playgrounds)
• Take pictures of spill and area
• Set up cones and barricades for lane closures until spill is completely removed
• Make every attempt to stop sewage from entering surface waters
• Contain spill and return it to system, if possible.
• If spill cannot be contained, post “WARNING - RAW SEWAGE” signs to warn public

BLOCKAGE CLEARED?

YES

GO TO 3-2

NO

If the problem is a broken line and it cannot be cleared:
• Notify the collections manager (See 1-4)
• Call contractor for emergency repair (See Tab 5)

Footnote: If needed, get the emergency response trailer.
When the blockage is cleared, begin cleanup – take additional pictures showing equipment, vehicles, personnel, etc.

- Remove all signs of gross pollution (solids, grease, toilet paper, etc.)
- If needed, flush area with dechlorinated water.
- If needed, berm flush water so it can be removed with the vactor or delivered to the sewer.
- DO NOT USE DISINFECTANT that can enter the storm drain or other water supply.

Evaluate Spill

Estimate volume and begin documenting the spill. Document how SSO estimation amount was determined. Complete an Incident Report (See 3-4 to 3-6)

GO TO 3-3
DID THE SEWAGE REACH OR IS LIKELY TO REACH A WATERWAY?

WILL THE SPILL AFFECT A SCHOOL, PARK, SHOPPING CENTER, OR OTHER AREAS WHERE THE PUBLIC GATHERS?

NO

Estimate volume of spill (See 3-4 to 3-6)

GO TO 4-1 for State Reporting requirements

YES

SPILL OF ANY VOLUME REACH SURFACE WATERS?

NO

Complete Marin County Department of Health Services Unauthorized Discharge of Waste Report

YES

Collect samples of receiving water at discharge site and 100’ upstream and 100’ downstream of spill

Post Warning Signs

Immediately report spill to
- Office of Emergency Services 800-852-7550 (get a control number)
- Department of Fish and Game 916-445-0380 –if possible fish kill
- GO TO 4-1 for additional reporting requirements

WILL THE SPILL AFFECT A SCHOOL, PARK, SHOPPING CENTER, OR OTHER AREAS WHERE THE PUBLIC GATHERS?

NO

YES

Immediately report spill to
- Office of Emergency Services 800-852-7550 (get a control number)
- Department of Fish and Game 916-445-0380 –if possible fish kill
- GO TO 4-1 for additional reporting requirements
Sewer Overflow – Estimating Volume

METHOD 1: EYEBALL ESTIMATE
This method can be useful for small spills up to 100 gallons. To use this method, imagine the amount of water that would spill from a bucket or barrel. A bucket contains 5 gallons and a barrel contains 50 gallons. If the spill is larger than 50 gallons, try to break the standing water into barrels and multiply by 50 gallons.

METHOD 2: MEASURED VOLUME
Most small spills can be estimated with this method. The shape, dimensions, and depth of the spilled wastewater are needed. The shape and dimensions are used to calculate the area of the spill and the depth is used to calculate the volume.
   Step 1 - Sketch the shape of the contained sewage
   Step 2 - Measure or pace off the dimensions.
   Step 3 - Measure the depth at several locations.
   Step 4 - Convert the dimensions including depth to feet
   Step 5 - Calculate the area using the following formulas:
       Rectangle  Area = length x width
       Circle     Area = diameter x diameter x 0.785
       Triangle   Area = base x height x 0.5
   Step 6 - Multiply area times the depth
   Step 7 - Multiply the volume by 7.5 to convert it to gallons
METHOD 3: DURATION AND FLOW
This method is used when it is difficult or impossible to measure area and depth. The volume of the spill is estimated by multiplying the duration (in hours or days) by the flow rate (in gallons per hour or gallons per day).

Duration
The time elapsed from the start of the spill to the time the spill has stopped. The following are some approaches that can be used to estimate duration.

Start time: Initially, there will be limited deposits of grease and toilet paper at the spill site. After a few days, the grease forms a light-colored residue. After a few weeks, the grease turns dark and the quantity of toilet paper and other materials will increase. These changes can be used to estimate start time in the absence of other information. Check with appropriate neighbors or other witnesses.

End time: The time is estimated by observing the “blow down” that occurs when the blockage has been removed.

Flow Rate
Flow rate is the average flow leaving the sewer system at the time the spill has stopped. Three ways to estimate the flow rate are:

San Diego Manhole Flow Rate Reference Sheet (See 3-5). This sheet shows the sewage flowing from a manhole cover for a variety of flow rates.

Changes in flows in the downstream flow meters can be used to estimate the flow rate during the spill (better for large SSOs).

Once the location of the spill is known, the number of upstream connections can be determined from the field maps. Multiply the number of connections by 150 gallons per day per connection or 8-10 gallons per hour per connection.

If the spill was near or at a pump station, SCADA can be used to determine the average flow through the system during specific times of day.

Once the duration and flow rate have been estimated, the volume of the spill is the product of duration in hours or days times the flow rate in gallons per hour or gallons per day.
Reference Sheet for Estimating Sewer Spills from Overflowing Sewer Manholes

All estimates are calculated in gallons per minute (gpm)

City of San Diego Metropolitan Wastewater Department

Sewer Overflow – Estimating Volume 3-6

All photos were taken during a demonstration using rotated water from a hydrant in cooperation with the City of San Diego's Water Department.
Sewer Overflow – Reporting Requirements

**START HERE**

**DID THE SPILL REACH SURFACE WATERS?**

**WAS THE ESTIMATED SSO EQUAL TO OR GREATER THAN 1,000 GALLONS?**

**DID THE SSO ENDANGER HUMAN HEALTH OR REACH WATERS OF THE STATE?**

**DID THE SSO CAUSE A FISH KILL?**

**WAS THE SSO CAUSED BY A PROBLEM WITH A SEWER LINE OWNED BY THE DISTRICT?**

Immediately (within 2 hours) report spill to:
- Office of Emergency Services 800-852-7550 within 2 hours and obtain a control number
- Department of Fish and Game 916-445-0380 (if applicable)
- Marin County Department of Health Services 415-499-6907
- CIWQS – within 3 business days

Within 3 days, submit SSO to CIWQS (Go to 4-2)

Report to CIWQS
- Category 1 – within 3 business days
- Category 2 - within 3 business days
- Category 3 - within 30 business days
  (Go to 4-2)

If spill reached surface water and was greater than 50,000 A technical report needs to be submitted to CIWQS within 45 days
Sewer Overflow – Reporting Requirements

IMMEDIATE REPORTING

Reporting to CIWQS
As soon as staff is aware of a sanitary sewage overflow (SSO):
   Category 1 needs to be reported within 3 business days of being notified of the spill and certified within 15 calendar days.
   Category 2 needs to be reported within 3 business days of being notified of the spill and certified within 15 calendar days.
   Category 3 needs to be certified reported within 30 calendar days of the end of the month the SSO occurred.

Immediate Reporting to Office of Emergency Services
For any Category 1 SSO that is 1,000 gallons or more, contact the OES at 800-825-7550 within 2 hours and obtain a control number. Environmental Health Services needs to be notified no matter the size of a Category 1.
   415-472-6907 during business hours
   415-479-2311 during evenings or weekends

Immediate Notification to Public
Notify the public when the SSO has a potential to imminently and substantially affect public health. Post visible warning signs at the SSO location where there are schools, parks, shopping centers or other areas where there is public access and the SSO may endanger human health.

REPORT FORMS

LGVSD Incident Report
This report is for all spills. After verbally reporting the incident to the Collection System Manager, or General Manager, submit this report to the District Office.

Spill Containment and Cleanup Procedures Report
This is a check-off sheet that the Collection Crew must initial for each step needed. Submit this report to the Collection Manager.

Marin County Unauthorized Discharge of Waste Report
Fax this report to the County for overflows that would affect schools, parks, shopping centers or other areas where the public gathers, or if the overflow is more than 1,000 gallons or if any discharge reaches surface waters.
If the contracted services require more than one day of work, the expenditure must be authorized by the Collections Manager or General Manager.

For force main or pipeline repair call:

Linscott Construction
397 Smith Ranch Road, San Rafael 415-492-1755
After hours: Bruce Linscott 415-999-5472

Maggiora & Ghilotti, 555 Dubois St., San Rafael 415-459-8640
After hours: Scott Ghilotti (H) 415-897-6349
(C) 415-847-1484
(C) 415-827-2719

Ghilotti Bros., 525 Jacoby St., San Rafael 415-454-7011
Troy Simning, VP Project Management (C) 415-760-9505

Michael Ghilotti, Chief Operating Officer (C) 415-760-0700
(H) 415-492-8840

For welders call:

Zappetini Welding 415-454-2511
Irish Welding 415-488-0230

For large (4,000 gallons) tank truck call:

Universal Environment (Benicia) 707-747-6699
Synagrow Technologies (headquarters in Corona) 909-277-2662
Suisun City Office 707-438-3730
Daniel Miller (C) 510-772-1837
Redwood Sanitary Service 707-823-7630
Pacific Sanitation (Windsor) 707-838-2597

For small (2,000 gallon) tank truck call Roto-Rooter 415-898-2700
Roy’s Sewer Service 707-892-5480

For diesel fuel call Royal Petroleum (24 hrs) 415-454-4066
or Bay Cities Oil 800-937-2266
Las Gallinas Valley Sanitary District
Duckett Pump Station

SSO Emergency Response Plan
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<td>Pump Station Network</td>
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<td>Overflow Decision Tree</td>
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<td>Contact Information</td>
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**Pump Station Technical Information**

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<th>PS11 – Duckett Pump Station</th>
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<tr>
<td>Address</td>
<td>4238 Redwood Hwy</td>
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<tr>
<td>Lat., Long.</td>
<td>38.013225,-122.540202</td>
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<tr>
<td>Sewer Map</td>
<td>LGVSD Sanitary Sewer Map pg. K10</td>
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</table>
| Directions     | From the LGVSD treatment plant at 300 Smith Ranch Road, San Rafael, CA 94903  
• Head north on Smith Ranch Rd toward Main Dr. (0.8 mi)  
• Turn right to stay on Smith Ranch Road (0.5 mi)  
• Turn left onto Redwood Frontage Rd (0.8 mi)  
• Destination will be on left behind North Bay Moving and Storage  
• Drive up the driveway to the left of the building. |
## Station Information

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<th>Description</th>
<th>Details</th>
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<td>Est. wet well dimensions</td>
<td>13.5’x9.0’x20.2’ deep per side</td>
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<td>Est. wet well capacity</td>
<td>~13,730 gallons per side</td>
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<td>Est. hold time (dry weather)</td>
<td></td>
</tr>
<tr>
<td>Est. hold time (wet weather)</td>
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| Low point (likely overflow point)               | MH T000.01  
Located in front of the station  
Approx. GPS: 38.010967,-122.526034 |
| Upstream pump station(s)                        | No upstream pump stations |
| Downstream pump station                         | Ties into the Mulligan force main which goes to the WWTP |
| Forcemain Data                                  | 18” x 6,150 feet |
| Discharge location                              | WWTP |

## Pump Capacities

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<th>Pump</th>
<th>Motor &amp; Pump</th>
<th>Capacity</th>
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<td>100 HP; Flygt 3305; 480v; 3ph</td>
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<tr>
<td>Primary Power</td>
<td>PG&amp;E Supply voltage</td>
<td>480/3-Phase</td>
</tr>
<tr>
<td></td>
<td>PG&amp;E Service #</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PG&amp;E Meter #</td>
<td>1008819620</td>
</tr>
<tr>
<td>Backup Generator</td>
<td>Brand/Model</td>
<td>Caterpillar C9</td>
</tr>
<tr>
<td></td>
<td>Fuel type</td>
<td>Diesel</td>
</tr>
<tr>
<td></td>
<td>Fuel capacity</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Power Capacity</td>
<td>300 kW</td>
</tr>
<tr>
<td></td>
<td>Output Voltage</td>
<td>480v, 3 phase</td>
</tr>
</tbody>
</table>

**Station Bypass Configuration**

Pump Bypass: This pump station is configured for a station bypass to the force main.
Hazards & Cautions

Traffic Control
Follow the MUTCD, CalOSHA safety, and Las Gallinas Valley Sanitary District (LGVSD) personal protective equipment requirements for addressing traffic hazards when working in the public right of way. Provide detours to keep vehicles from entering any spill areas. Emergency response vehicles & equipment may require dedicated space marked by cones or barricades. Consider the use of:

<table>
<thead>
<tr>
<th>Barricades</th>
<th>Cones</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signage</td>
<td>Caution Tape</td>
</tr>
<tr>
<td>Flares</td>
<td>Flaggers</td>
</tr>
</tbody>
</table>

Provide appropriate signage, caution tape or other means to inform the public of the spill and keep them from any inadvertent contact.

Obstacles and Crossings
Must be considered if bypassing a failed force main, particularly when crossing parking areas, driveways and roadways.

Safety Hazards
Electrical Hazards: Follow LOTO procedures when de-energizing and locking out electrical equipment. Always verify that all forms of stored energy are controlled prior to initiating exposure.

Sanitary Hazards: Wear latex gloves under leather gloves and safety glasses when handling equipment contaminated with raw sewage (when splashing/aerosols are likely to occur).

In addition to following good work practices and CalOSHA regulations, always follow LGVSD programs for:

<table>
<thead>
<tr>
<th>Confined Space</th>
<th>Lockout/Tagout</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Control</td>
<td>PPE Selection &amp; Use</td>
</tr>
<tr>
<td>Respiratory Protection</td>
<td>Any other policy, safe practice or rule, as required.</td>
</tr>
<tr>
<td>Ident</td>
<td>Name</td>
</tr>
<tr>
<td>-------</td>
<td>------------------</td>
</tr>
<tr>
<td>PS10</td>
<td>Marinwood</td>
</tr>
<tr>
<td>PS11</td>
<td>Duckett</td>
</tr>
<tr>
<td>PS12</td>
<td>Mulligan</td>
</tr>
<tr>
<td>PS13</td>
<td>Smith Ranch</td>
</tr>
<tr>
<td>PS14</td>
<td>Descanso</td>
</tr>
<tr>
<td>PS15</td>
<td>McGinnis</td>
</tr>
<tr>
<td>PS16</td>
<td>Venetia Harbor</td>
</tr>
<tr>
<td>PS17</td>
<td>Civic Center</td>
</tr>
<tr>
<td>PS20</td>
<td>Rafael Meadows</td>
</tr>
<tr>
<td>PS21</td>
<td>Industrial Park</td>
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<td>PS22</td>
<td>Hawthorne</td>
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<tr>
<td>PS23</td>
<td>Adrian</td>
</tr>
<tr>
<td>PS24</td>
<td>McPhails</td>
</tr>
<tr>
<td>PS31</td>
<td>Marin Lagoon 1</td>
</tr>
<tr>
<td>PS32</td>
<td>Marin Lagoon 2</td>
</tr>
<tr>
<td>PS33</td>
<td>Marin Lagoon 3</td>
</tr>
<tr>
<td>PS34</td>
<td>Marin Lagoon 4</td>
</tr>
<tr>
<td>PS35</td>
<td>Marin Lagoon 5</td>
</tr>
<tr>
<td>PS36</td>
<td>Marin Lagoon 6</td>
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<td>PS37</td>
<td>Marin Lagoon 7</td>
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<td>PS38</td>
<td>Marin Lagoon 8</td>
</tr>
<tr>
<td>PS39</td>
<td>Marin Lagoon 9</td>
</tr>
<tr>
<td>PS51</td>
<td>Captains Cove 1</td>
</tr>
<tr>
<td>PS52</td>
<td>Captains Cove 2</td>
</tr>
<tr>
<td>PS53</td>
<td>Captains Cove 3</td>
</tr>
<tr>
<td>PS54</td>
<td>Captains Cove 4</td>
</tr>
<tr>
<td>PS55</td>
<td>Captains Cove 5</td>
</tr>
<tr>
<td>PS56</td>
<td>Captains Cove 6</td>
</tr>
</tbody>
</table>
Overflow – Decision Tree

START

Is the station low point at or near the overflow point?

Yes

Call in for transfer trucks, vacuum truck & other equipment to offset the load during repairs.

No

Did the pump start?

Yes

Stop

No

Has any sewage spilled?

Yes

Initiate Repairs

No

Set up bypass pumping to avoid the danger.

Prepare SSO Report

Complete SSO Packet/SSO Response Procedures

Are the pumps running?

Yes

Has there been an earthquake or is the area flooded?

Yes

Contact the Local Utility and notify them of the problem. Be sure to record the service ticket number and service restoration ETA.

No

Utility Power Issues

Are any waterways at risk?

Yes

Set up a bypass pumping

Protect Waterways

Prevent sewage from reaching waterways if possible.

No

Utility Power

Is there damage to a forcemain or other pipework?

Yes

Start, reset or switch pumps (repeat for each)

Test Pumps

No

Did the pump start?

Yes

Stop

No

Are the pumps running?

Yes

Are there power issues?

Yes

Initiate generator diagnosis and repair while continuing to the next step.

No

Start, reset or switch pumps (repeat for each)

Test Pumps

Stop

Are there power issues?

Yes

Initiate generator diagnosis and repair while continuing to the next step.

No

Are the pumps running?

Yes

Test Pumps

No

Did the pump start?

Yes

Stop

No

Has there been an earthquake or is the area flooded?

Yes

Contact the Local Utility and notify them of the problem. Be sure to record the service ticket number and service restoration ETA.

No

Utility Power Issues

Are any waterways at risk?

Yes

Set up a bypass pumping

Protect Waterways

Prevent sewage from reaching waterways if possible.

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Are the pumps running?

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Yes

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No

Start, reset or switch pumps (repeat for each)

Test Pumps

Stop

Are the pumps running?

Yes

Are there power issues?

Yes

Initiate generator diagnosis and repair while continuing to the next step.

No

Start, reset or switch pumps (repeat for each)

Test Pumps

Stop

Are the pumps running?

Yes

Are there power issues?
Overflow – Decision Tree - Continued

- Identify Station Damage
  - When approaching and entering the station after a significant event such as an earthquake or flooding, observe the station's condition to assure that the structure and systems are safe to approach and that there are no other hazards that put you at risk.

  - Is the area safe to enter?
    - Yes
    - No
      - Does the station appear intact?
        - Yes
        - No
          - Any signs of forcemain/piping damage?
            - Yes
            - No
              - Do Not Enter an Area that is Unsafe!
                - ▪ Contact your supervisor.
                - ▪ Follow instructions from emergency services.
                - ▪ Post appropriate signage as close as safely possible to warn others of untreated sewage that may have spilled.
                - ▪ Only continue once the area is safe to enter

            - No
              - Do Not Enter a Flooded Station!
                - ▪ Contact your supervisor.
                - ▪ Post signage to keep people from the hazards.

  - Approach the Station Cautiously!
    - ▪ Be alert for exposed electrical cables or pressurized lines that may be damaged or any other hazard.

  - Enter the Station Cautiously!
    - ▪ Use a gas detector to ensure safety from hazardous gases.
    - ▪ Inventory damage and which pumps/systems are functional.

  - Report Your Findings
    - Contact your supervisor to report your findings

- Is the station flooded?
  - Yes
  - No

  - Identify Station Damage
    - Post signage to keep people from the hazards.

- Is the leakage small < 1 gpm or just seepage?
  - Yes
  - No

  - Are the repairs minor and can they be made before the WW spills?
    - Yes
    - No
      - Can the leakage be captured using a bucket or other method?
        - Yes
        - No
          - Shut Pumps Down

  - Overflow – Avoid Additional Overflow!
    - Liberty to avoid additional overflows.

- Can the leakage leak just seepage?
  - Yes
  - No

  - Is ALL the leakage being captured in the sanitary system or can the system be adjusted to stop the leak?
    - Yes
    - No

  - Configure a Capture System
    - Watch the level in the capture system to avoid any overflows.

  - Dump the capture container regularly during the repairs

- Can the leak be caught or otherwise taken care of?
  - Yes
  - No

  - Shut Down Pump Station
    - Contact your supervisor to report your findings

  - Report Your Findings
    - Contact your supervisor to report your findings

- Are the repairs made or will they be made before the WW spills?
  - Yes
  - No

  - Witness the level in the upstream manholes to avoid additional overflows!

  - Configure a Capture System
    - Watch the level in the capture system to avoid any overflows.

  - Dump the capture container regularly during the repairs

  - Confirm the Capture System
    - Shut down the pump station

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Overflow – Decision Tree - Continued

1. Is the inflow rate unusually high?
   - Yes: Proceed with further diagnosis.
   - No: Continue with next step.

2. Structural Blockages
   - The forcemain may be blocked. Begin diagnosis & repair while continuing on the decision tree.

3. Slow or offset the flow if the high flow is likely temporary. Call for a tank truck or vacuum truck to help handle the load.

4. Has the flow subsided and the pumps keeping up?
   - Yes: Continue monitoring.
   - No: Proceed to next step.

5. Obstructions
   - The forcemain may be blocked. Begin diagnosis & repair while continuing on the decision tree.

LEGEND:
- Task/Direction Item
- Decision Point
- Simple Flow Merge (Watch arrows for flow direction)
- Page-To-Page Link - Departure Point w/matching letter
- Page-To-Page Link - Arrival Point w/matching letter
- Page-To-Page Link - Departure Point w/unmatched letter
- Page-To-Page Link - Arrival Point w/unmatched letter
Note: This section is to elaborate on the questions and tasks found in the flow chart section above. As such, these questions are in alphabetical order and are not in the appropriate sequence for use. Refer to the flow chart for the correct sequence.

Are any waterways at risk?
If the station is spilling or may spill, will the overflow reach any waters of the state such as SF Bay; local creeks or streams; or a storm drain?

Any signs of forcemain/piping damage?
When approaching and entering the station after a significant event such as an earthquake or flooding, observe the station’s systems, piping, etc., from a distance to identify any force main or piping damage that may have occurred. Leaks, dents, scrapes, etc., should be noted and reported to your supervisor. If damage is identified, answer yes here.

Are the pumps running?
Are any of the pump motors running? Indications include SCADA, running indicator lamps, physical observation (such as seeing the check valve move), or audible sounds.

Are the repairs minor and can they be made before the WW spills?
If the repairs are minor, an attempt may be made to fix the problem, provided it can be completed quickly enough that an overflow is unlikely. If the fix might take longer, such as replacing a pump, there is a high likelihood that the station would overflow before the repairs are complete.

Can the leakage be captured using a bucket or other method?
If there is a small leak that can be 100% captured in a bucket or some sort of diversion back into the sanitary system in order to buy additional time to make the permanent fix, answer yes here.

Did the pump start?
If the pump has started when turned on, answer yes here. Otherwise, answer no.

Does the station appear intact?
When approaching and entering the station after a significant event such as an earthquake or flooding, observe the station’s condition to identify any damage; assure that the structure and systems are safe to approach; and that there are no other hazards that put you at risk. If none are identified, answer yes here.
Has any sewage spilled?
If the station has spilled any sewage that has not been 100% contained in the sanitary system, answer yes here.

Has there been an earthquake or is the area flooded?
If there has been a significant earthquake or the station was inundated by flood waters of any sort, answer yes here.

Have all pumps been tested?
Have all the pumps been tested (restart, etc.)? Each one should be tested individually. Once all the station’s pumps have been tested, answer yes here. Otherwise, answer no.

Is ALL the leakage being captured in the sanitary system or can the system be adjusted to stop the leak?
If all the leakage is being captured in the sanitary system, or if an adjustment can be made to retain or stop the spill and keep it in the sanitary system, answer yes here.

Is the area safe to enter?
When approaching a station that has recently been subjected to a large event such as an earthquake or flooding, take great care to assess the situation and assure that it is safe for you to enter. If it is safe to enter the station area, answer yes here.

Is the leakage small (<1gpm)?
If the leakage is very slight and can be managed without allowing any to escape, answer yes here.

Is the pump pumping?
When the pump is running, can the flow be verified as such via as displayed on a flow meter, check valve position/movement or obvious wet well level reduction. Be sure to check valve positions? If it is pumping adequately, answer yes to this question.

Is the station flooded?
If there are standing flood waters in the station area, answer yes here. DO NOT ENTER A FLOODED STATION without being able to lock out any hazards that you are likely to encounter (e.g. utility power creates a serious shock hazard).

Is the station (low-point in system) overflowing or about to overflow?
If the system low point or station is currently overflowing or likely to overflow shortly (< 15-minutes), answer yes here.
**Is the wet well level dropping?**
Once the station is functional, is the level in the wet well dropping? If the level is going down, answer yes here.

**Is there damage to a force main or other pipework?**
Observe the station’s systems, piping, etc. to identify any forcemain or piping damage that may have occurred. Leaks, dents, scrapes, etc. should be noted and reported to your supervisor. If any damage is identified, answer yes here.

**Is there power?**
If utility power is available, answer yes here.

**Set up a bypass pump?**
Does the situation require a solution that a portable bypass pump can provide? If yes, then answer yes here.

**Will the generator start?**
If the generator is not running and will not start, answer yes here.
### Key SSO Reporting Matrix

<table>
<thead>
<tr>
<th>Time</th>
<th>Category 1</th>
<th>Category 2</th>
<th>Category 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 hours</td>
<td>If the spill is greater than or equal to 1,000 gallons, call CalOES at (800) 852-7550</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td><strong>Notify Marin County Environmental Health</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>48 Hours</td>
<td>If 50,000 gallons or more were not recovered, begin water quality sampling and initiate impact assessment</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>3 Days</td>
<td>Submit Draft Spill Report in the CIWQS database</td>
<td>Submit Draft Spill Report in the CIWQS database</td>
<td>–</td>
</tr>
<tr>
<td>15 Days</td>
<td>Certify Spill Report in CIWQS and update as needed until 120 days after SSO end time.</td>
<td></td>
<td>–</td>
</tr>
</tbody>
</table>

*NOTE: The complete and detailed reporting requirements are detailed in the Las Gallinas Valley Sanitary District OERP*

### SSO Category Definitions

<table>
<thead>
<tr>
<th>Category</th>
<th>Definition</th>
</tr>
</thead>
</table>
| Category 1| Discharge of untreated or partially treated wastewater of any volume resulting from a sanitary sewer system failure or flow condition that:  
  • Reaches surface water and/or tributary to a surface water; or  
  • Reached a Municipal Separate Storm Sewer System (MS4) and was not fully captured and returned to the sanitary sewer system. |
| Category 2| Discharge of un/partially treated wastewater of 1,000 gallons or more resulting from a sanitary sewer system failure or flow condition that:  
  • Does not reach surface water, a drainage channel, or an MS4, or  
  • The entire SSO discharged to the storm drain system was fully recovered and disposed of properly.                                           |
| Category 3| All other discharges of untreated or partially treated wastewater resulting from a sanitary sewer system failure or flow condition                                                                 |
Potential SSO Impact on State Water

<table>
<thead>
<tr>
<th>Type</th>
<th>Containment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Pump station wet well</td>
<td>Sandbags or booms to create a holding area around the wet well and/or a vacuum truck to collect the spill.</td>
</tr>
<tr>
<td>2 Low point (MH T000.01)</td>
<td>Sandbags or booms to create a holding area around the manhole and/or vacuum truck to collect the spill.</td>
</tr>
<tr>
<td>3 Gallinas Creek (~10’ W)</td>
<td>Sandbags or booms to create a barrier around the inlets and/or vacuum truck to collect the spill.</td>
</tr>
<tr>
<td>4 Storm drain inlet (~20’ SE)</td>
<td>Sandbags or booms to create a barrier around the inlets and/or vacuum truck to collect the spill.</td>
</tr>
</tbody>
</table>
Utility service disconnect

Automatic transfer switch

Power monitor

Status indicators

Gen. test control
Pump Station Control System - Continued

Manual generator selector switch

Site generator

Portable generator
Emergency stop
Pull out to enable, push in to disable

Generator disconnect switch

Operation selector
(Run-Auto-Stop)
System control & alarm panel

HMI/SCADA Controller

Wetwell A level indicator

Active wetwell selector

Wetwell B level indicator

Next
Las Gallinas Valley Sanitary District – Duckett Pump Station ERP

Pump Station Control System - Continued

System control & alarm panel

System power indicators

Backup high and emergency level indicators

Trash pump status & alarms

Gas monitor alarm & indicator

Backup control enable On/Off

Pump lead/lag selector

High level alarm Disable/Enable

Next
Pump Controls
Pump #3 shown -- #1, 2, & 4 are similar

- Hand-Off-Auto switch
- Pump disconnect
- ASD control panel
- ASD fault indicator
- Bypass Running indicator
- Motor overload in bypass
- Pump hours
- Pump ready
- Control fault indicator
- Motor over temp indicator
- ASD Running indicator
- ASD Drive – Bypass Selector

Next
Pump Station Control System - Continued

- TVSS fuses
- Control panel section
- Comminutor NON-OP
- Water jacket heater NON-OP
- Lighting transformer
- Pump #1 status & disconnect
- Pump #2 status & disconnect
Pump Station Control System - Continued

Distribution Panel

- Control room outlets
- Outside outlets
- Exist motor box SP.
- Emerg light #7
- Battery charger (gen)
- Water heater
- Exh fan control room
- Sump pump P-5
- Bubbler panel
- Exist flow meter
- Flow recorder
- SPARE
- Trash pump
- Gen. battery charger & block heater
- Outdoor lighting
- Spare
- Control room lighting
- Control room lighting
- Control room lighting
- Restroom lighting
- Fuel panel
- Generator lighting
- Spare
- Panel main breaker
Distribution Panel
**Lockout/Tagout Procedures**

**Entire Pump Station Electrical Shutdown**

**Electrical LOTO Process**
The pump station has power provided by the electrical utility and an automatic generator. Care must be taken to disable all energy sources. Always test after locking out to verify that it is safe to work.

**Summary: pump station LOTO process**
1. Reduce the load from the pump station
2. Disable the generator & install a LOTO device and tag
3. Move the utility service disconnect to OFF
4. Lock with LOTO device & tag
5. Test for voltage at the work location

**Begin**

1. **Reduce pump station load**
2. **Rotate the Hand-Off-Auto to OFF**
3. Both running indicators should be out

**Next**
**Lockout/Tagout Procedures - Continued**

If the generator was running, allow it to stop completely.

Press the emergency stop button in.

Rotate disconnect CCW to OFF.

Next.

Repeat the previous two steps for pumps #1, 2 & 4.

Pump #3 shown.

Rotate the operation selector to the middle, OFF/RESET position.
Lockout/Tagout Procedures - Continued

Open the generator disconnect  
*Move switch down*

Install a LOTO device & tag

Typical LOTO Device

Install a LOTO device & tag

Move the main service down to OFF

Typical LOTO Device

Typical LOTO Device

Next
Always test for electrical voltage at the point of maintenance both before and after locking out the system to verify that it’s fully locked out!
Lockout/Tagout Procedures - Continued

Individual Pumps – Electrical LOTO

On control panel for desired pump

1. Stop the pump (if running)
2. Shut down desired pump
3. Lockout & tag the pump disconnect
4. Test for voltage at the work location

Begin – At desired pump control panel

Rotate the Hand-Off-Auto to OFF

Rotate disconnect CCW to OFF

Both running indicator should be out

Next
Lockout/Tagout Procedures - Continued

Insert LOTO device & tag

Always test for electrical voltage at the point of maintenance both before and after locking out the system to verify that it’s fully locked out!

Done
Hydraulic Pressure

Hydraulic LOTO Process
- Select the pump to work on & follow the Electrical LOTO guide
- Close the discharge valve for that pump
- Lock the discharge valve closed and attach a tag

Follow the electrical LOTO procedures and lock out the desired pump’s electrical system

Duckett PS valve configuration

Close the discharge valve for the pump to be accessed

Begin
Always test for electrical voltage & residual pressure at the point of maintenance both before and after locking out the system to verify that it’s fully locked out!
Manual Generator Start Up Procedures

If utility power is available

Automatic transfer switch
The Normal Position lamp should be illuminated

Move the switch up to TEST
The generator will start and transfer the load to the generator. Once the power transfer is complete, continue to the next step

The Emergency Position lamp should be illuminated

Move the main service breaker down to OFF
This prevents the load from transferring back to utility automatically

Next
At this point, the station should be running on generator power and be completely independent of utility grid power.

To return to utility power:

1. Move the main service breaker up to ON.
2. Move the load test switch down to Automatic.

The Emergency Position lamp should extinguish and the Normal Position lamp illuminate.

The power will transfer back to utility, the generator will run for awhile to cool and then shut down.

Done.
If utility power is NOT available and the generator has not started:

1. Move the main service breaker to OFF
   While this is not required, it’s a good practice to avoid utility power bounces.

2. Move the load test switch up to TEST

3. Verify the generator breaker is ON
   Move switch UP

   The Emergency Position lamp should illuminate and the Normal Position lamp extinguish.

Next
Manual Generator Start Up Procedures - Continued

Verify that the Emergency Stop button is in the RUN position - *Pulled out*

Press the run button

The engine should start and the transfer switch will recognize power available and initiate the transfer.

Done
Configure the station for bypass:
- Park & prepare the 12” trash pump
- Connect the intake line & route to the wet well
- Connect the discharge line and route to the bypass port
- Shut the station pumps down
- Close all four discharge valves & check the connections
- Open the bypass valve
- Follow the pump’s operations SOP & begin bypass pumping
- Shut pump down, clean up and disassemble
- Return the station to normal operations

Note that the pump is typically stationed and connected at this location
Back the pump up the driveway and park it along side the wetwell with the intake pointed rearward as shown.

Connect a section of suction hose to the pump’s intake port.

Route the suction hose into the wetwell as shown.

Verify that the bypass valve is closed.

Connect the discharge hose to the coupler on the bypass port & route the hose to the pump.

Next
Bypass Configuration - Continued

Connect a discharge hose to the pump’s discharge port

Rotate the Hand-Off-Auto OFF

Both running indicators should be out

Next
Bypass Configuration - Continued

Verify all hose connections before continuing

Close the four discharge valves and open the bypass valve

Rotate disconnect CCW to OFF

Repeat the previous two steps for pumps #1, 2 & 4
Pump #3 shown

Wetwell A

- P1 100hp
- P3 35hp

Valve Pit

- Valve 1
- Valve 3

Wetwell B

- P4 100hp
- P2 35hp

Valve Pit

- Valve 4
- Valve 2

Bypass Valve

Bypass Port

Next

Pump Discharge

Intake
Follow the pump’s Use SOP for operation:
- Prime the pump if necessary
- Start the pump
- Adjust the pump speed to set the desired pumping rate

Pump Shutdown and Clean Up
When finished, be sure to account for any residual pressure in the discharge line.
Follow these steps for shutdown and discharge hose disconnection:
- Shut down the trash pump and allow the engine to stop completely
- Close the bypass valve & relieve any residual pressure in the discharge line
- Carefully disconnect, drain & stow the discharge line
- Remove, clean and stow the intake hose
- Open the four pump discharge valves & restart the pumps (as desired)
- Return the station to normal operations
- Clean up and depart

Done
# Contact Information

## Las Gallinas Valley Sanitary District

<table>
<thead>
<tr>
<th>Contact</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Office</td>
<td>(415) 472-1734</td>
</tr>
<tr>
<td>Main Office</td>
<td>(415) 472-1734</td>
</tr>
</tbody>
</table>

## Sewer Backups, Spills and Collection System Related Emergencies

<table>
<thead>
<tr>
<th>Role</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collection System Manager</td>
<td>415-747-7026</td>
</tr>
<tr>
<td>Leadsman</td>
<td>415-747-7036</td>
</tr>
<tr>
<td>Line Crew R.F.</td>
<td>415-747-7042</td>
</tr>
<tr>
<td>Line Crew B.J.</td>
<td>415-747-7046</td>
</tr>
<tr>
<td>Line Crew C.G.</td>
<td>415-747-7032</td>
</tr>
<tr>
<td>General Manager</td>
<td>707-372-2165</td>
</tr>
<tr>
<td>RotoRooter</td>
<td>415-454-7281</td>
</tr>
</tbody>
</table>

## For any Pump Station or Plant related call

*Including alarms or police calls after 3:00 PM and before 6:30 AM on weekdays and anytime on Saturdays, Sundays and holidays*

<table>
<thead>
<tr>
<th>Role</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant Manager</td>
<td>415-747-2840 cell</td>
</tr>
<tr>
<td></td>
<td>415-258-5056 pager</td>
</tr>
<tr>
<td>Operator C.C.</td>
<td>415-755-0570 cell</td>
</tr>
<tr>
<td></td>
<td>415-258-5004 pager</td>
</tr>
<tr>
<td>Operator G.W.</td>
<td>415-747-7040 cell</td>
</tr>
<tr>
<td></td>
<td>415-258-5203 pager</td>
</tr>
<tr>
<td>Operator J.S.</td>
<td>415-747-7030 cell</td>
</tr>
<tr>
<td></td>
<td>415-258-5161 pager</td>
</tr>
<tr>
<td>General Manager</td>
<td>707-372-2165</td>
</tr>
<tr>
<td>Operator J.B.</td>
<td>415-747-7034 cell</td>
</tr>
<tr>
<td></td>
<td>415-458-4107 pager</td>
</tr>
<tr>
<td>Operator J.M.</td>
<td>415-747-7048 cell</td>
</tr>
<tr>
<td></td>
<td>415-258-5034 pager</td>
</tr>
</tbody>
</table>
### Vendor Contact List

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bypass Pumps, Pipe &amp; Hose</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Baker Corp</strong></td>
<td></td>
</tr>
<tr>
<td>2700 California Ave</td>
<td></td>
</tr>
<tr>
<td>Pittsburg, CA 94565</td>
<td></td>
</tr>
<tr>
<td><em>Full service</em></td>
<td></td>
</tr>
<tr>
<td>Office Phone: 925-252-2400 Contact: Jason Carstairs 925-787-6067</td>
<td></td>
</tr>
<tr>
<td>24hr Phone: 925-787-6067</td>
<td></td>
</tr>
<tr>
<td><strong>DW Pumps</strong></td>
<td></td>
</tr>
<tr>
<td>14855 Wicks Boulevard</td>
<td></td>
</tr>
<tr>
<td>San Leandro, CA 94577</td>
<td></td>
</tr>
<tr>
<td><em>Small crew available for setup</em></td>
<td></td>
</tr>
<tr>
<td>Office Phone: 925-371-1515 Contact: David Lang 510-774-7642</td>
<td></td>
</tr>
<tr>
<td>24hr Phone: 510-774-7642</td>
<td></td>
</tr>
<tr>
<td><strong>Cleaning Companies (For residential flooding)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TMB</strong></td>
<td>800-413-2999</td>
</tr>
<tr>
<td><strong>Restoration Management</strong></td>
<td>707-750-6326</td>
</tr>
<tr>
<td><strong>Construction Companies</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Rain-4-Rent</strong></td>
<td>800-742-7246; 831-422-7813</td>
</tr>
<tr>
<td><strong>Team Ghilotti</strong></td>
<td></td>
</tr>
<tr>
<td>2531 Petaluma Blvd. South</td>
<td></td>
</tr>
<tr>
<td>Petaluma, CA 94952</td>
<td></td>
</tr>
<tr>
<td><em>Full Service Construction Company</em></td>
<td></td>
</tr>
<tr>
<td>Office Phone: 707-763-8700 Contact: Glen Ghilotti 415-720-5936</td>
<td></td>
</tr>
<tr>
<td>24hr Phone: 415-720-5936</td>
<td></td>
</tr>
<tr>
<td><strong>Linscott Engineering</strong></td>
<td></td>
</tr>
<tr>
<td>397 Smith Ranch Road</td>
<td></td>
</tr>
<tr>
<td>San Rafael, CA 94903</td>
<td></td>
</tr>
<tr>
<td><em>Small Construction Company</em></td>
<td></td>
</tr>
<tr>
<td>Office Phone: 415-479-5667 Contact: Rob Linscott 415-457-5669</td>
<td></td>
</tr>
<tr>
<td>24hr Phone: 415-457-5669</td>
<td></td>
</tr>
<tr>
<td><strong>Power &amp; Telemetry Issues</strong></td>
<td></td>
</tr>
<tr>
<td><strong>PG&amp;E</strong></td>
<td>800-743-5000</td>
</tr>
<tr>
<td><strong>AT&amp;T Phone</strong></td>
<td>800-750-2355 or 800-332-1321</td>
</tr>
</tbody>
</table>

### To Start and Stop Stormwater Pumps During a Spill

<table>
<thead>
<tr>
<th>Agency</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>City Stormwater</strong></td>
<td>415-485-3375</td>
</tr>
<tr>
<td><strong>County Stormwater</strong></td>
<td>415-499-6528</td>
</tr>
</tbody>
</table>
## Contact Information - Continued

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pumping Companies</strong></td>
<td></td>
</tr>
<tr>
<td>Pacific Sanitation</td>
<td>877-698-8473</td>
</tr>
<tr>
<td><em>5,000 gallon</em></td>
<td>Windsor</td>
</tr>
<tr>
<td>NRC Environmental</td>
<td>510-749-1390</td>
</tr>
<tr>
<td><em>5,000 gallon</em></td>
<td>Alameda/San Francisco</td>
</tr>
<tr>
<td>Clean Harbors</td>
<td>707-747-6699</td>
</tr>
<tr>
<td><em>5,000 gallon</em></td>
<td>Benicia</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Service Technicians &amp; Manpower</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pumps</td>
</tr>
<tr>
<td>SCADA</td>
</tr>
<tr>
<td>Electric</td>
</tr>
<tr>
<td>General labor</td>
</tr>
</tbody>
</table>
### Contact Information - Continued

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Standby Generator(s)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>All Star Rents</strong></td>
<td></td>
</tr>
<tr>
<td>875 Olive Avenue</td>
<td>Office Phone: 415-892-4621</td>
</tr>
<tr>
<td>Novato, CA 94945</td>
<td>Contact: Brian</td>
</tr>
<tr>
<td><em>Rental Only</em></td>
<td>24hr Phone:</td>
</tr>
<tr>
<td><strong>Portable Fuel Tank(s)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>DW Pumps</strong></td>
<td></td>
</tr>
<tr>
<td>14855 Wicks Boulevard</td>
<td>Office Phone: 925-371-1515</td>
</tr>
<tr>
<td>San Leandro, CA 94577</td>
<td>Contact: David Lang</td>
</tr>
<tr>
<td><em>Small crew available for setup</em></td>
<td>24hr Phone: 510-774-7642</td>
</tr>
<tr>
<td><strong>Traffic Control</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Hertz Equipment Rentals</strong></td>
<td></td>
</tr>
<tr>
<td>5750 Paradise Drive</td>
<td>Office Phone: 415-924-4444</td>
</tr>
<tr>
<td>Corte Madera, CA 94925</td>
<td>Contact: Keith Getty</td>
</tr>
<tr>
<td><em>Rental &amp; Delivery</em></td>
<td>24hr Phone: 415-596-1402</td>
</tr>
</tbody>
</table>