



# CITY OF LODI

# COUNCIL COMMUNICATION

**AGENDA TITLE:** Request Approval and Funding to Provide Consultant Services for Preparation of Risk Management and Prevention Program (RMPP) for the White Slough Water Pollution Control Facility

**MEETING DATE:** December 20, 1995

**PREPARED BY:** Public Works Director

**RECOMMENDED ACTION:** That the City Council approve the proposal and estimated funding for consultant services to prepare a risk management prevention program.

**BACKGROUND INFORMATION:** The Risk Management Prevention Plan is mandated by Article 2 of Chapter 6.95 of the California Health and Safety Code. The Administering Agency for this program is the County of San Joaquin Office of Emergency Services. White Slough's bulk chlorine and sulfur dioxide tanks (10 tons each) are triggering this requirement due to the toxic nature of these chemicals. In the event of an accidental release, this plan would outline emergency procedures. City staff had earlier requested an exemption from this state-mandated program, but on September 25, 1995 (see attached letter), our request was denied. Also attached is the proposed Request for Proposal (RFP) which we will use to solicit qualified consultants.

**FUNDING:** Originally Budgeted: -0-  
Budgeted Fund: Sewer Reserves  
Current Appropriation: -0-  
Total Project Estimate: \$15,000.00

  
Jack L. Ronsko  
Public Works Director

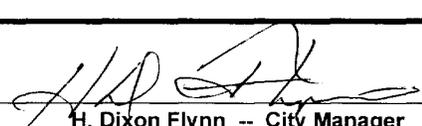
Prepared by Fran Forkas, Water/Wastewater Superintendent

JLR/FF/DK/dsg

Attachments

cc: Human Resources Director  
Water/Wastewater Superintendent  
Assistant Wastewater Treatment Superintendent  
San Joaquin County Office of Emergency Services

APPROVED: \_\_\_\_\_

  
H. Dixon Flynn -- City Manager



**COUNTY OF SAN JOAQUIN**  
**OFFICE OF EMERGENCY SERVICES**  
ROOM 610, COURTHOUSE  
222 EAST WEBER AVENUE  
STOCKTON, CALIFORNIA 95202  
TELEPHONE (209) 468-3962  
HAZARDOUS MATERIALS DIVISION (209) 468-3969

RONALD E. BALDWIN  
COORDINATOR

September 25, 1995

Mr. Del Kerlin  
White Slough Water Pollution Control  
1331 S. Ham Lane  
Lodi, CA 95242

Dear Mr. Kerlin:

The following correspondence is an update of activities with the Risk Management and Prevention Program (RMPP). The enclosed Section 10 is for your records and describes the details and documentation of meetings, inspections, consultations, and any other activity associated with the RMPP.

If you have any questions or need clarification of the items discussed in the Section 10 enclosure, please contact Michael Parissi as soon as possible.

**SAN JOAQUIN COUNTY OFFICE OF EMERGENCY SERVICES**  
**RISK MANAGEMENT AND PREVENTION PROGRAM**

MP/ss

Enclosures

White Slough Water Pollution Control  
**SECTION 10**  
**RMPP FOLLOW-UP DOCUMENTATION**  
**(Results of Inspections, Reviews, Meetings, etc.)**  
September 25, 1995

**SUBJECT: RMPP EXEMPTION REQUEST**

Upon further review of your request for RMPP exemption, it has been determined that your facility does represent the potential for off-site release and exposure as a result of the acutely hazardous materials currently in use. As such, you will need to prepare and submit a RMPP. The RMPP is due for submittal no later than **February 13, 1996**.

This decision was based on the potential exposure to Interstate 5 traffic, local residents, employees of Northern California Power Agency, and local business facilities.

You will find attached the plume models developed reflecting your current equipment and operation. As you can see, all scenarios present a potential hazard to the Flag City area, the Eight Mile Road area, Northern California Power Agency, and several surrounding residences.

While your arguments are valid to a degree, there still is a potential for public exposure. Closing Interstate 5 can take a great deal of time and coordination. This also is dependent on current availability of law enforcement officials. They may be committed to other incidents when a release occurs. While Delta Fire is familiar with your equipment and operation, they too may be committed to other incidents when a release might occur.

As discussed, Northern California Power Agency is located to the west of your facility. While the prevailing winds are from the west, the RMPP does not take into account wind direction for potential exposures. Very often the prevailing winds during winter and storm activity are from the south and east.

Thank you for your cooperation in this vital safety program. If there are any further questions or concerns, please do not hesitate to contact this office.

*Michael Parissi*

Michael J. Parissi, Hazardous Materials Specialist  
Risk Management and Prevention Program

CITY COUNCIL

STEPHEN J. MANN, Mayor  
DAVID P. WARNER  
Mayor Pro Tempore  
RAY G. DAVENPORT  
PHILLIP A. PENNINO  
JACK A. SIEGLOCK

# CITY OF LODI

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LODI, CALIFORNIA 95241-1910  
(209) 333-6749  
FAX (209) 333-6867

H. DIXON FLYNN  
City Manager  
JENNIFER M. PERRIN  
City Clerk  
RANDALL A. HAYS  
City Attorney

November , 1995

Recipient  
Attention  
Address  
City State Zip

Subject: Request for Proposals to Provide Consulting Services for Preparation of Risk Management and Prevention Program (RMPP) for the City of Lodi's White Slough Water Pollution Control Facility

The City of Lodi is requesting proposals from qualified engineering consultants for the preparation of a RISK MANAGEMENT AND PREVENTION PROGRAM (RMPP) plan as required for storage of chlorine and sulfur dioxide. The plan must meet the requirements set forth in Article 2 of Chapter 6.95 of the California Health and Safety Code.

The City of Lodi operates the White Slough Water Pollution Control Facility, which has a design capacity of 8.5 million gallons per day. The facility utilizes primary and secondary treatment, nitrification, and disinfection processes to produce a high quality effluent. Acutely Hazardous Materials (AHM) are used at the site in the wastewater treatment process, specifically, chlorine and sulfur dioxide.

The effluent is disinfected using chlorine gas. Chlorine is also used at the facility for algae control, and to control sludge bulking. Following disinfection, the effluent is dechlorinated using sulfur dioxide gas. Both chlorine and sulfur dioxide are delivered to the facility as pressurized liquids and stored for use in ten ton bulk storage containers.

Your firm is invited to respond to this Request for Proposal (RFP) to provide services related to the preparation of Risk Management and Prevention Program (RMPP) for the City of Lodi's White Slough Water Pollution Control Facility. The City is looking for a project team with the best project approach and which possesses the capability to produce a thorough RMPP which:

1. Identifies potential hazards and impacts associated with the AHM's
2. Assesses and prescribes an acceptable level of employee training
3. Provides a quantitative risk assessment which addresses the probability and consequences of a release
4. Is acceptable to the County of San Joaquin Office of Emergency Services (OES)
5. Assesses and reduces liability for incidents which may involve hazardous materials

The RFP includes the following:

1. Proposals Submittals - Attachment I
2. Draft Scope of Work - Attachment II

Recipient of Letter  
Date of Letter  
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Proposals shall be presented in accordance with the specified requirements in Attachment I. Supplementary material such as exhibits, biographical information, and other documentation, may also be submitted separately bound from the proposal.

Due to the level of expertise required by the project, we are requesting that you identify by name those individuals from your firm (or from a subconsulting firm) who will be involved on a day-to-day basis in the RMPP process (specifically the HAZOPS leader and the seismologist conducting the seismic analysis), and that their qualifications be submitted with your proposal.

Three copies of your proposal shall be submitted to the City no later than \_\_\_\_\_ 1995 by 5:00 p.m. City staff will be available to discuss the proposed project and to answer questions. A meeting or phone conversation, if desired, should be scheduled through staff directly. Key staff for this project are:

- Del Kerlin, Assistant Wastewater Treatment Superintendent
- Fran E. Forkas, Water/Wastewater Superintendent
- Michael Schafer, Laboratory Services Supervisor
- Brett Moroz, Chief Wastewater Plant Operator

Phone (209) 333-6749 or FAX (209) 333-6867

The City will evaluate proposals based on: Firm and personnel expertise, approach to work, and other unique qualities the firm could bring to the project. The consultant selection process will be followed by interviews with potential project teams and contract negotiations with the successful consulting firm. The scope of the consulting agreement will include the work identified in Attachment II as modified through contract negotiations.

It is expected that the consultant should be ready to proceed with the work on or about \_\_\_\_\_ 1995. Completion of final RMPP document and the other items identified in the Scope of Work, as modified, should be expected by \_\_\_\_\_, 1996.

This solicitation does not commit the City of Lodi to pay any costs incurred in the preparation of submittals or to select any consultant who responds. This solicitation covers only the work described herein and does not commit the City to any work beyond that described.

Fran E. Forkas  
Water/Wastewater Superintendent

FEF/DK/kf

Enclosures

cc: Public Works Director  
Assistant Wastewater Treatment Superintendent  
Laboratory Services Supervisor  
Chief Wastewater Plant Operator  
Mr. Michael Parissi, San Joaquin County Office of Emergency Services

## ATTACHMENT I

### CITY OF LODI

#### Risk Management and Prevention Program Development

#### PROPOSAL SUBMITTALS

##### A. PROPOSAL FORMAT

The Proposal must contain the following information and shall not exceed 20 pages (excluding cover, transmittal letter, title sheets, dividers, etc.).

##### SECTION I

###### Approach and Scope

- Outline an approach for completing the Scope of Work for the City of Lodi Risk Management and Prevention Program Development (see Attachment II).
- Discuss any unique ideas/concerns relating to the project.
- Discuss key issues that the scope is intended to address.
- Prepare a scope of work in task format.

##### SECTION 2

###### Project Organization

- Lead Firm
  - Name
  - Address
  - Phone Number
  - FAX Number
  - Name of responsible Corporate Officer
  - Office location where the majority of the day-to-day work will be accomplished.
- Subconsultants
  - Name
  - Address

Phone Number

FAX Number

Name of responsible Corporate Officer

Office location where work will be performed

- Project Team Organization Chart
- Brief description of responsibilities and summary of qualifications of key professional personnel emphasizing experience directly relating to responsibilities for this project. (Detailed reviews should be supplemental information, if included)
- Indicate which team members will participate in each area of the work.

### **SECTION 3**

#### Schedule

Work schedule for tasks described in Section 1. Include expected starting dates and completion dates referenced to the Notice to Proceed. Identify review points and submission of intermediate and final work products. State assumptions for time requirements.

### **SECTION 4**

#### Experience and References of Key Personnel

- Project Manager/HAZOPS Leader - Brief description of not more than three (3) projects similar to the work to be undertaken within the last five years performed by the proposed Project Manager/HAZOPS Leader.
- Project Engineer(s)/Seismologist - Brief description of not more than three (3) projects similar to the work to be undertaken within the last five years performed by the proposed Project Engineer(s).

Firm's Related Experience - Brief description of not more than three (3) projects similar to the work to be undertaken within the last five years. Name, address, and telephone number of references for each of the projects described.

**B. APPENDIX (AS NEEDED)**

Supplementary material such as exhibits, biographical information, and other documentation, may also be submitted separately bound form the proposal. However, this material may not be considered in the selection process.

## **ATTACHMENT II**

### **CITY OF LODI**

#### **Risk Management and Prevention Program Development**

#### **DRAFT SCOPE OF WORK**

##### **DATA COLLECTION AND REVIEW**

This category covers the activity associated with collecting information pertinent to the goals of the project. This will include meetings and discussions with City personnel and County of San Joaquin OES personnel to clarify information, if needed. This shall also include a review of facility operations and future projects that may impact the findings of the RMPP, as well as follow-up revisions required by the County.

The general scope of work is described in this section. Findings must be acceptable to the County of San Joaquin OES and the Process Safety Management (PSM) requirements of OSHA. A final scope of work will be defined in the negotiation process. The following tasks can be addressed:

1. Hazard and Operability Study (HAZOP)
2. Off-Site Consequence Analysis (OSCA)- An OSCA previously completed by OES will be available to the selected consulting firm.
3. Seismic Analysis
4. RMPP Document, which should contain all of the requirements outlined in the Health and Safety Code, be based on the findings of the above three tasks and should include:
  - A three year AHM accident history
  - A description of the AHM handling equipment including detection and monitoring systems
  - Existing AHM accident prevention and mitigation controls and programs
  - Auditing and Inspection Program
  - Record Keeping Procedures

- Detailed Operator/Employee Training Program
- Emergency Response and Evacuation Procedures
- Recommended Changes and Mitigations, Schedule of Implementation
- Other

#### **HAZOPS Team - Formation, Training, and Leading**

This activity will involve convening and leading a HAZOPS team made up of City personnel. The HAZOPS leader will have experience in leading HAZOPS teams. Training of team members will be the responsibility of the team leader. The leader will document team progress daily and provide daily feedback to the team for concurrence.