Overflow Emergency Response Plan-SWRP

Albuquerque Bernalillo County Water Utility Authority

Spill or Overflow Observed at SWRP

*OIC Responds and Inspects the Spill.

Division Manager Notifies COO and Public Affairs Manager (PAM)

**Chief Engineer Notifies: Plant Ops Division Manager (331-6021)

Is additional help necessary to aid the clean up / remediation efforts?

Yes

*OIC Notifies: Chief Engineer & Operations Superintendent.

Overflow reaches MRGCD facility?

Yes

Mobilize resources and mitigate.

No

Regulatory Notification Process Pg. 3

No

Follow Up Study and Mitigation Pg. 4

**Chief Engineer Notifies COO

**Chief Engineer Notifies: Compliance Division Manager (382-2914)

**Chief Engineer Notifies: Plant Ops Division Manager (331-6021)

Immediately notify MRGCD, Pueblo of Isleta, and Valle de Oro.

Notification Contacts Pg. 2

* OIC = Operator In Charge
**If Division Manager does not answer, Chief Engineer contacts COO and PAM.

ABCWUA Contacts | Office | Cell
--- | --- | ---
Control Room | (505)289-3411 | (505)263-3812
Supervisor On Duty | (505)289-3470 | (505)506-6021
Chief Engineer | (505)289-3448 | (505)382-1123
Operations Supt. | (505)289-3412 | (505)228-5220
Operations Asst. Supt. | (505)289-3409 | (505)228-0024
Maintenance Supt. | (505)289-3495 | (505)366-3378
Maintenance Asst. Supt. | (505)289-3449 | (505)553-7541
Gravity Superintendent | (505)289-3458 | (505)293-2815
Safety Manager | (505)289-3526 | (505)239-7445
Warehouse Supervisor | (505)289-3415 | (505)535-738
Construction Inspector | (505)289-3466 | (505)401-4223
Principal Engineer | (505)289-3501 | (505)553-738
**Overflow Emergency Response Plan-SWRP**

Albuquerque Bernalillo County Water Utility Authority

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### Notification Contacts

**Chief Engineer or Designee Contacts MRGCD (In sequence until contacted)**

- Jason Casuga, Engineering Manager – (505) 259-1005 Cell
- Mike Bland, Field Operations Supervisor – (505) 506-0244 Cell
- Larry Acosta, Isleta Dam Tender – (505) 459-8020 Cell
- Joe Brem, Albuquerque Division Manager – (505) 249-5780 Cell

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### Verbal Notification

*Call Emergency Dispatch then all numbers until a live person is reached*

<table>
<thead>
<tr>
<th>Name</th>
<th>e-mail</th>
<th>Office</th>
<th>Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Dispatch</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Acting)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Qual. Spec.</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Envr. Tech.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief Engineer or Designee Contacts Pueblo of Isleta (POI)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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### E-mail Notification

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governor</td>
<td>J. Robert Benavides</td>
<td><a href="mailto:POGOV@isletapueblo.com">POGOV@isletapueblo.com</a></td>
</tr>
<tr>
<td>1st Lt. Governor</td>
<td>Max Zuni</td>
<td><a href="mailto:POILT1@isletapueblo.com">POILT1@isletapueblo.com</a></td>
</tr>
<tr>
<td>2nd Lt. Governor</td>
<td>Andrew Teller</td>
<td><a href="mailto:POILT2@isletapueblo.com">POILT2@isletapueblo.com</a></td>
</tr>
<tr>
<td>Gov.’s Exec. Assist.</td>
<td>Carmela Southerland</td>
<td><a href="mailto:PO900009@isletapueblo.com">PO900009@isletapueblo.com</a></td>
</tr>
<tr>
<td>P.S. Exec. Director</td>
<td>Shawna Ballay</td>
<td><a href="mailto:PO17501@isletapueblo.com">PO17501@isletapueblo.com</a></td>
</tr>
<tr>
<td>Envr. Div. Mngr. (Acting)</td>
<td>Shawna Ballay</td>
<td><a href="mailto:PO17501@isletapueblo.com">PO17501@isletapueblo.com</a></td>
</tr>
<tr>
<td>Nat. Res. Mngr.</td>
<td>Shawna Ballay</td>
<td><a href="mailto:PO17501@isletapueblo.com">PO17501@isletapueblo.com</a></td>
</tr>
<tr>
<td>UT. Div. Mngr.</td>
<td>Shawna Ballay</td>
<td><a href="mailto:PO17501@isletapueblo.com">PO17501@isletapueblo.com</a></td>
</tr>
<tr>
<td>Water Qual. Spec.</td>
<td>Cody Walker</td>
<td><a href="mailto:POI36004@isletapueblo.com">POI36004@isletapueblo.com</a></td>
</tr>
<tr>
<td>Envr. Tech.</td>
<td>Ruben Lucero</td>
<td><a href="mailto:POI36873@isletapueblo.com">POI36873@isletapueblo.com</a></td>
</tr>
</tbody>
</table>

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### Chief Engineer or Designee Contacts

**Valle de Oro National Wildlife Refuge**

- Refuge Manager: Jennifer Owen-White, cell: (505) 933-2708
- Deputy Refuge Manager: Katie McVey, cell: (505) 463-7397

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*Post logs of calls to SharePoint*
Overflow Emergency Response Plan-SWRP
Albuquerque Bernalillo County Water Utility Authority

Regulatory Notification Process. Pg 1/2

Is spill contained in structure or tank, e.g. wet well, clarifier, etc.? Yes → Regulatory Reporting not required.

No

Spill results from contractor’s work or construction activity? Yes

Contractor verbally reports to Inspector and to Control Room.

Control Room calls Chief Engineer, Operations Superintendent, and OIC.

Contractor verbally reports to Inspector and to Control Room.

Inspector reviews and forwards to Chief Engineer.

Follow Up Study and Mitigation Pg 4

Within 12 hrs. or 24 hrs. of when spill was first observed or contractor verbally reports.

Is GWQB reporting necessary? (see box)

No → Follow appropriate GWQB reporting process.

Yes → Oral report

- Pueblo of Isleta (12 hrs.)
- NM Environment Dept. (24 hrs.)
- EPA (24 hrs.)

Chief Engineer prepares written report and submits to Division Manager.

Division Manager reviews, signs, and submits to reporting agencies.

Written Report
- EPA
- NM Environment Department
- Pueblo of Isleta

Within 5 days

Call NMED at:
(505) 827-0187
(505) 827-1041

Email report

- EPA (24 hrs.)
- NM Environment Dept. (24 hrs.)
- Pueblo of Isleta (12 hrs.)

GWQB Reporting

Ponded sewage on a pervious area may require additional reporting to the Ground Water Quality Bureau (GWQB). Circumstances presumed to require this reporting will be:
1. A sewage spill that:
   A. Is ponded for more than 24 hours and,
   B. At a depth of more than 12 inches over an area of more than 0.1 acre.

The normal 24-hour call to NMED Surface Water is presumed to meet the requirement for a 24-hour notification to the GWQB. The Chief Engineer shall be notified and shall be responsible for preparing the following additional reporting:
1. One week written report. Presumed the same as the five day report provided to NMED Surface Water.
2. 15-day Corrective Action Report.
Is the cause of the incident straightforward? (determined by the Chief Engineer)

Yes

Chief Engineer assigns staff to investigate the incident and prepare a memorandum.

Identify causes and mitigation as appropriate.

Memorandum approved by the Chief Engineer and issued to Division Manager to review.

Finalized report submitted to COO by Division Manager

No

Appropriate study team assigned by Centralized Engineering.

Identify causes and mitigation as appropriate.

Study team develops and issues a report to COO.