

URI Facilities Services

Utilities Department

Organization:

Assistant Director – Dave Lamb

- **Project Manager – Andy Alcusky**
- **Water System Manager – Bob Bozikowski**
- **Environmental Compliance Manager – Richard Ribb**
- **Recycling and Solid Waste Coordinator – Mary Brennan**
 - **Laborers (7) - 17 hour positions waste, recycling and litter control**

Responsibilities:

Utility Systems

- Manage the operation of the Electric, Natural Gas, Steam, Water, Wastewater and Stormwater underground and overhead distribution systems. (See pages 2, 3 and 4 for additional information)
- Maintain, repair and upgrade utilities to ensure safe, continuous, reliable and efficient operation.
- Manage vendors and onsite personnel to develop and contract work for utility system repairs.
- Conduct field inspections and surveys of mechanical systems, develop and propose improvements to enhance energy efficiencies.
- Manage the Energy Saving Performance Contract (ESPC) - Includes the development and implementation of over \$41 Million in energy conservation work.
- Assess procurement options for energy and develop methods for hedging risk and stabilizing the utility budget.
- Explore renewable and sustainable practices for energy – solar, wind, net metering, etc.
- Provide technical assistance as needed for the URI utility systems.
- Coordinate with Capital Projects/Planning on new construction.
 - Provide technical assistance as needed
 - Assess the impacts of new projects on existing utilities.
 - Help manage utility upgrades to ensure proper installation and integration.
- Improve and update existing utility mapping. Develop new maps as needed.
- Develop and manage preventative maintenance programs for each utility.
- Manage the “Digsafe” process of ensuring safe excavation on campus.
- On call 24/7

Environmental Compliance

- Develop and maintain permits and reports (Air, Water, Wastewater, Storm Water, etc. (See pages 2 – 4)).
- Conduct regulatory review and research.
- Develop and maintain utility and pertinent facility plans/manuals. (SPCC, Water Supply Management, Storm Water Management, Contingency, Emergency Action, etc.)
- Provide technical research and reports.
- Conduct certification and training as required

Solid Waste Management and Recycling

- Manage the implementation of the solid waste management and recycling program.(See page 4)
 - Oversee the collection and disposal process for standard waste and recyclables.
 - Develop and manage the collection and disposal of universal waste (lamps, ballasts, batteries, etc.).
- Develop educational programs to improve campus awareness and participation.
- Oversee data management for compliance and reporting.
- Represent the University at public forums, discussions, and negotiations with various community groups or agencies.

Budget

- Manage the \$20,000,000 annual utility budget
- Provide annual and mid year reviews of current budgets
- Develop and submit projections for future years
- Allocate costs to URI Departments based on best practice models.

Tasks associated with the management and maintenance of URI utilities.

- **Water System**

- Maintain licensing for T1 and D2 certification for the URI Water System
- Direct and maintain oversight for water system maintenance personnel
- Maintain and Operate URI Well #2, 3, and 4
 - Modernize, update and improve operation
 - Evaluate and update treatment options
 - Hydrated lime injection system(PH Control)
 - Sodium hypochlorite injection system
- Maintain and repair over six miles of main and distribution pipeline, valves, fittings, services and water tank
 - Implement annual flushing program
 - Valve maintenance program
 - Leak detection and repair program
 - Tank maintenance - cleaning and repair
- Develop and maintain regulations and policies for interaction with contractors to ensure the quality and safety of the URI water system
- Maintain and oversee testing and reporting programs to comply with the EPA and RIDOH requirements for the clean water act.
 - Bacterial/Contaminant Testing and Compliance Reporting
 - Understand RIDOH requirements for Drinking Water Quality Standards
 - Ensure minimum # of bacterial tests are completed each month
 - Develop and issue required reports to the community and RIDOH
 - Consumer Confidence Report
 - Sanitary survey
 - Vulnerability assessments
 - Sample site maintenance, updates and mapping
 - Water quality testing requirements (Cu/Pb, asbestos, SOV, VOC etc.)
 - Disinfection byproducts testing
 - Quarterly well tests
 - Additional EPA testing reports as required (Unregulated Contaminants, etc.)
 - Water Supply Management Plan Updates and Compliance
 - 5 year plan development and implementation
 - 30 month updates submitted to the WRB
 - Regular contact with the WRB
- Attend quarterly update meetings and maintain regular contact with the Rhode Island Department of Health.

- **Steam System and Other Emissions Related Operations**

- Oversee the maintenance and operation of the URI Steam Plant through administration of the Steam Agreement with NORESO.
- Maintain and operate over six miles of steam and condensate main.
- Maintain service lines, steam vaults, valves, fittings and mechanical room connections.
- Manage the heating startup and shutdown for the steam supplied buildings.
- Maintain and oversee monitoring and reporting programs to comply with the EPA and RIDEM
- Develop and update the Air Inventory/Emission Reports
 - Continually update and maintain reporting requirements and required forms
 - Compile data for calendar year for all emissions units on campus
 - Boilers
 - Furnaces
 - Generators
 - Incinerators

- Organic Compound/Chemical usage
 - Other emission sources
 - Calculate and report required data by April 15th of each calendar year
- Develop and update the Title V Operating Permit Compliance
 - Understand the Title V Operating Permit
 - Provide Semi-annual and annual reports regarding compliance with permit guidelines to RIDEM and EPA as required.
 - Submit plans for resolving any deviations or non-compliance issues
 - Notifications of changes to any emission sources over 1MMBtu
 - Submission of applications for new sources above 1MMBtu
 - Perform in conjunction with RIDEM the 5 year renewal application process
- **Natural Gas System**
 - Coordinate leak detection surveys
 - Inspect and repair distribution lines as needed
 - Maintain master meter installations
 - Ensure proper cathodic protection measures are up to date
 - Maintain and update maps
 - Maintain an active model of the main distribution system and manage growth
 - Operator Qualification Compliance Program
 - Maintain:
 - Operations Manual
 - Emergency Manual
 - Operator Qualification Plan
 - Digsafe Membership
 - Public Awareness Plan
 - Relationship with RIPUC
- **Electrical System**
 - Maintain and operate the URI electric distribution system
 - More than six miles of underground and above ground wire and conduit
 - 4 substations with a primary of 34.5KV to 4,160 distribution voltage
 - Manage high voltage contractors
 - Oversee outage management and emergency repairs
 - Implement a preventative maintenance program to reduce unexpected outages
 - Tree trimming
 - Electric vault/substation inspections
 - Coordinate outage requests
 - Develop new metering program for sub-metering the campus master meter
 - Maintain relationship with National Grid
- **Stormwater and Sewer System**
 - South Kingstown and Narragansett Wastewater Permit and Reporting
 - Semi annual testing and reporting of wastewater discharge
 - Annual license renewal
 - Annual compliance inspections
 - Manage Storm Water Management Plan Compliance
 - Annual reporting
 - Public education and outreach
 - Illicit discharge detection and elimination
 - Site runoff control
 - Pollution prevention
 - Stream cleanup and monitoring program
 - Storm drain management and identification
 - Development of storm water map
 - Construction plan review

- **Dig Safe**
 - Maintain Membership
 - Review all notifications
 - Meet with and provide plans to contractors and discuss underground utilities
- **Utility Vulnerability Assessments**
 - Develop required assessments for each utility
 - Prioritize projects to mitigate risk and improve service
- **Energy Management**
 - Development and Implement the Performance Contract
 - Contract Management
 - Measurement and Verification
 - Budget Oversight and Development
 - Develop and explore opportunities with the ISO-NE Demand Capacity Program
 - Develop and Improve Utilities website
 - Work with Student/Faculty groups to further education
 - Assist with campus renewable energy development
- **Spill Control and Countermeasures Plan**
 - Work with Safety & Risk to ensure compliance
 - Update plans and maps for all changes that occur annually
- **Utility Emergency Response Plans**
 - Maintain and update for all utilities
- **Fuel Tank Inspection Program**
 - Manage and maintain tank inspections for all campuses
 - Develop and issue annual report to RIDEM
- **Other EPA program assistance as applicable (UST's, PCB's, etc.)**
 - Maintain education and awareness of all other pertinent programs/requirements
- **Solid Waste & Recycling Program**
 - Analyze the University's existing recycling and solid waste programs, develop operational objectives.
 - Develop customized recycling programs for various University operations, including each of the auxiliary enterprises, and develop detailed specifications for the necessary tools, containers, job descriptions, processes, and service contracts to support and achieve the University's recycling objectives in a cost effective manner.
 - Develop promotional programs to encourage all members of the University community, particularly students, faculty, and staff, to support the University's recycling and conservative resource use objectives through their own daily participation and responsible practices.
 - Work with University managers and first line staff responsible for collecting, transporting, and disposing of recyclables, solid waste, metals, and specialized wastes such as tires, batteries, and hazardous materials, to offer assistance in maintaining and improving processes and outcomes.
 - Develop annual goals and objectives and monitor the performance and efficiency of the University in these areas developing a program for continuous improvement.
 - Responsible for maintaining compliance data for EPA/DEM reporting requirements.