

JEFFERSON COUNTY PROGRAM POLICY, REQUIREMENTS, DESIGN AND ANALYTICAL SUPPORT



CLIENT Jefferson County, AL	LOCATION Birmingham, AL	BUDGET \$93,312	COMPLETED November 2017
CONTACT Stephen H. King Senior Associate Hazen and Sawyer Two Chase Corporate Drive, STE 170 Birmingham, AL 35244 sking@hazenandsawyer.com	ROLE Contracted by Hazen and Sawyer for Utility Management Consulting	TEAM MEMBERS John Evans, PE Caroline Evans, AICP	DURATION 4 months

The goal of the Cleaning Optimization project is to assist Hazen and Sawyer and Jefferson County in implementing a process and data management tool to optimize the sewer cleaning frequency for each pipe in the system so as to not clean it too often and not clean it too little, with the ultimate goal of reducing Sanitary Sewer Overflows (SSOs). The overall program was broken into several task orders.

Task Order 2 builds on the foundation of Task Order 1: Sanitary Sewer Cleaning Optimization to begin implementation of the selected recommendations. Under Task Order 2, Blue Cypress conducted business process design and documentation, which included determining new and updated policies to support the structured cleaning program; updating crew SOPs to include a work order management component; creating work order management components to be included in future SPOs for supervisors and planner/schedulers; and creating a job description and work order management flow diagram for the planner/scheduler. Additionally, Blue Cypress gathered information management system requirements for the decision support tool for cleaning optimization, for Cityworks and for Reporting. Task Order 2 also included analytical support, under which an initial workload forecast was developed to plan, design, and implement the program for field and office resources.

Blue Cypress conducted three in-person workshops which covered initial requirements gathering, requirements finalization and initial design, and final

design review. The deliverables of this Task Order included a memorandum, updated policies, updated SOPs, diagrams detailing the cleaning program and the work order management workflow, decision support tool requirements results, report templates, Cityworks configuration updates requirements, and a workload forecast.

