



# Dublin San Ramon Services District

## Engineering Services Director



**Dublin San Ramon Services District**

*Water, wastewater, recycled water*

Recruitment Services Provided By Ralph Andersen & Associates

# About the District

The Dublin San Ramon Services District (DSRSD) is an independent special district founded in 1953. Serving more than 188,000 people in the Tri-Valley, the District provides water, recycled water, and wastewater treatment services to residents, businesses, industries, and governmental agencies. Specifically, the District provides: potable and recycled water service to Dublin and the Dougherty Valley area of San Ramon; wastewater collection and treatment to Dublin and southern San Ramon; and wastewater treatment and resource recovery provided by contract to the City of Pleasanton.

The District also operates water recycling and wastewater disposal systems owned by regional partnerships. For fiscal year 2021, the District has 131 full-time equivalent positions and an operating budget of \$71 million. The capital improvement budget for fiscal year 2022 totals \$281 million and includes 113 projects. A district-wide organization chart may be accessed here ([DSRSD Org Chart](#)).

## DSRSD Facts & Stats

- ◆ Treats over 10 million gallons per day of wastewater at its Regional Wastewater Treatment Plant (rated dry weather capacity is 17 million gallons per day).
- ◆ Operates a regional recycled water treatment plant and recycles 40% of the total annual wastewater flow for irrigation uses.
- ◆ Long-term goal of recycling 100% of its wastewater and is exploring a Regional Potable Reuse project in partnership with the utility agencies and municipalities of the Tri-Valley.
- ◆ Operates 205 miles of sanitary sewers, 307 miles of potable water pipelines, and 62 miles of recycled water pipelines.
- ◆ DSRSD water customers used 1,093 million gallons of recycled water in fiscal year 2020, mostly for landscape irrigation, representing approximately 25% of total District water sales.

*By 2027, Dublin San Ramon Services District is planning to invest \$176 million to serve a rapidly growing customer base, rehabilitate or replace water and wastewater infrastructure, and develop alternative water supplies in collaboration with other Tri-Valley agencies.*



# Governing Structure

The District is governed by an elected five-member Board of Directors who serve four-year terms. The Board retains the services of a General Manager as the Chief Executive Officer of the District. The General Manager, along with the support of the Assistant General Manager, implement Board policies and oversee the business of the District through three line departments: Operations, Engineering Services, and Administrative Services.

The District has recently updated its ambitious strategic plan with the following eight (8) goals:

- ◆ Maintain financial stability and sustainability;
- ◆ Make additional investment in information systems that provide a strong return on investment;
- ◆ Update business practices;
- ◆ Develop a fully integrated Asset Management Program to guide all the District's business decisions;
- ◆ Enhance the leadership, professional, and technical skills of the District's staff in order to meet the challenges of staffing transitions over the next five years;
- ◆ Enhance ability to respond to emergencies and maintain business continuity;
- ◆ Meet the objectives of the District's water supply policy by developing and implementing an integrated recycled and potable water program; and
- ◆ Develop a long-term strategy to ensure greater energy reliability for the District.



# Overview of the Position

The Engineering Services Director is an at-will position, reporting directly to the General Manager. This position is an integral part of the District's Senior Management Team and has substantial interface with other areas of the District by aiding on highly complex engineering matters. The Engineering Services Director is also responsible for assisting with formulating policy alternatives, developing goals and objectives, managing staff, and administering the annual budget with a staff of 22.6, including the Director position.



The Engineering Services Director is responsible for three divisions: Capital Improvements Program, Development and Construction Services, and Planning and Asset Management.

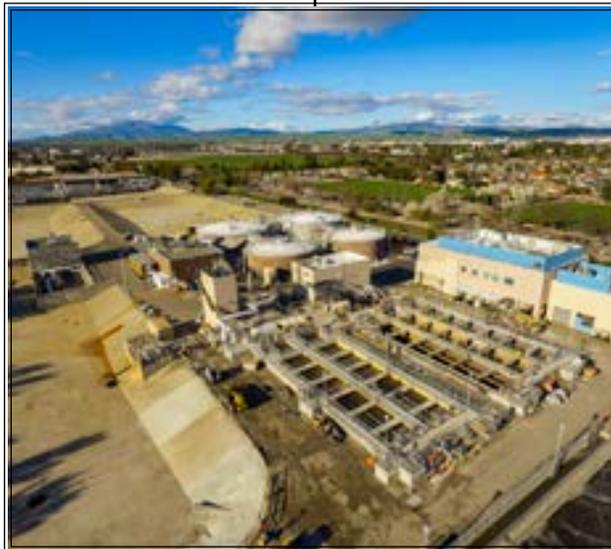
### Capital Improvement Projects Division

The Capital Improvement Projects Division prepares and administers two elements of the Capital Improvement Program. The division supports the Wastewater Treatment Plant (WWTP) and Field Operations by evaluating processes and operations to improve efficiency and resolve issues, designing equipment and facility improvements, and procuring specialty equipment and services.



### Development and Construction Services

The Development and Construction Services Division oversees the expansion and construction of the District's water and sewer systems through development projects. The Division reviews plans, provides permits and inspections to conform to the latest DSRSD standards in coordination with the associated cities. The division also provides construction inspection services for District repairs and small capital improvement projects.



### Planning and Asset Management

The Planning and Asset Management Division manages the long-term utility planning activities and leads the Asset Management Program, including developing and maintaining asset rehabilitation and replacement models integral to the development of capital improvement and capital outlay budgets. Through the Clean Water Section, the Division monitors the water and wastewater users for water conservation, pollution prevention, and State Water Resources Control Board Division of Drinking Water Regulatory requirements for backflow prevention. The GIS Section maintains the water and wastewater collection system mapping and hydraulic models.



# Opportunities to Excel

There will be many opportunities for the Engineering Services Director to excel in providing high-level quality leadership including:

- ◆ Opportunity to work across three areas of the water sector: water, wastewater collection and treatment, and recycled water at an organization that is small enough to be nimble yet large enough to do “big things”.
- ◆ Stay abreast of changing regulations, practices, and technology in utility management with specific emphasis on recycled water, biosolids management, energy management, and asset management.
- ◆ Contribute and play a key role in helping to direct and explore partnerships and additional supply sources to expand the recycled water program. This will continue to complement the District’s place in the region as a pioneer in recycled water. During the summer months the District recycles all the wastewater flowing to the wastewater treatment plant.
- ◆ Navigate new and changing regulations associated with biosolids including consideration of other disposal options and technology. The District is one of a handful of agencies that operates a dedicated land disposal site for biosolids.
- ◆ Guide the District towards greater energy resiliency and efficiency while reducing greenhouse gas emissions. The District currently operates three co-generation engines that can meet all the wastewater treatment energy needs and 65% to 90% of the combined wastewater and recycled water energy needs. The District is developing an Energy Master Plan to inform an overall energy policy and lay out a plan for the replacement, rehabilitation, and/or expansion of existing energy related facilities and the addition of future facilities.
- ◆ Oversee a \$71 Million 2-Year/\$281 Million 10-Year Capital Improvement Program.
- ◆ The District is proactive and has a strong asset management program integrated with capital planning to assure adequate funding for infrastructure replacement.
- ◆ Provide collaborative leadership with Operations to analyze and improve systems, evaluate new technology, solve operational issues, and construct projects.

# The Ideal Candidate

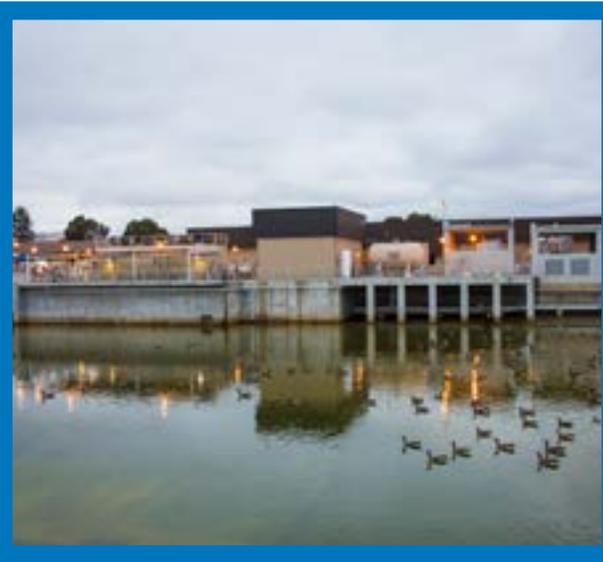
The ideal candidate for the position of Engineering Services Director will have significant experience in a public (preferred) or private sector organization with outstanding leadership, mentoring, and team building skills. The Engineering Services Director will also have an entrepreneurial spirit, be forward-thinking, and have a vision for the development of strategies that will continue to improve the effectiveness and efficiencies of the Engineering Services Department. Candidates should also have impeccable personal integrity and unquestioned commitment to assist in leading and managing a first-class organization.

Additionally, the ideal candidate will be an exceptional listener, communicator, and an accomplished presenter in a public forum with the ability to drive change. The Engineering Services Director will also be adept at leading in a fast-paced and dynamic environment. Both diplomatic and decisive, the successful candidate will work with a sense of urgency and timeliness.

The following attributes are of the greatest importance in the selection of a top tier professional:

- ◆ **Leadership and Management:** Success in this position also involves leading and mentoring teams contributing significantly to this high-performance organization. The ideal candidate will have a track record of managing an engineering-related budget as well as a significant capital improvement budget.
- ◆ **Communication:** The ideal candidate will have a proven ability to communicate the Department's work and findings effectively throughout the organization and in a public setting. An outgoing and personable communicative style, with the ability and flexibility to work with a variety of individuals at any level in the organization is essential.
- ◆ **Collaboration:** This position requires a highly collaborative relationship with the General Manager, Assistant General Manager, Board of Directors, and Department Directors and Managers throughout the organization as well as with other agencies.
- ◆ **Strategist:** The ideal candidate must be a strategically oriented, self-assured professional with the ability to exercise a high degree of common sense and sound judgment. The ability to deal with both short- and long-term priority setting, and the achievement of these significant goals are essential.
- ◆ **Critical Thinking:** The ideal candidate will have a proven track record of understanding and distilling complex engineering issues including dealing with the related financial and administrative issues.

## The Ideal Candidate *continued*



In addition to an approachable personal style, this top candidate will have the ability to voice opinions candidly on all issues and to engage in a collaborative, team-spirited work environment contributing to the District's overall success.

The successful candidate will have a comprehensive understanding of the principles and practices of civil engineering as applicable to the planning, design, and construction of water and wastewater utilities including recycled water, reservoir pumps, pressure regulators, and related structures. In addition, a thorough understanding of the principles and practices of construction methods and inspection techniques, including materials and equipment used in the construction of water distribution and wastewater collection, treatment, and recycled water facilities is required.

The select candidate will exercise independence as appropriate and will demonstrate initiative.

In summary, the Engineering Services Director will have a desire to be part of a high-performance team that places a high value on honesty, integrity, and teamwork with a passion for incorporating best practices into daily operations.

# Qualifying Education and Experience

**Education:** This position requires a Bachelor's degree in engineering with major course work in civil, mechanical, environmental engineering, or a closely related field. A Master's degree is preferred.

**Experience:** This position requires 10 years of increasingly responsible professional engineering experience in the planning, design, and construction of large water distribution, wastewater collection, and wastewater treatment systems including 5 years of supervisory or administrative responsibility.

**Registration:** Possession of a valid certificate of registration as a Civil Engineer issued by the California State Board of Registration for Professional Engineers and Land Surveyors is required upon appointment. If registered out-of-state, must obtain valid certificate of registration in California within 12 months from date of hire.

Experience working for a California public entity is highly valued although all highly qualified candidates from the private sector will be given equal consideration.



# Compensation

The anticipated entry salary for the Engineering Services Director is \$198,960 to \$241,836 annually depending upon qualifications and will be determined based on negotiations. In addition, the District offers an excellent executive benefits package including CalPERS retirement (2.7%@55 Classic Member; 2%@62-New Member), medical (CalPERS), retiree medical, dental, vision, deferred compensation plan, and flexible spending accounts. Relocation expenses are negotiable. Further details on benefits may be obtained at: [Compensation and Benefits | Dublin San Ramon Services District \(dsrsd.com\)](https://www.dsrds.com).

# To Be Considered

This is a **confidential recruitment** and will be handled accordingly throughout the various stages of the process. References will not be contacted until mutual interest has been established. This recruitment is considered open until final selection is made. Candidates are encouraged to **apply by Monday, October 4, 2021**, for optimal consideration. **Electronic submittals are strongly preferred to Ralph Andersen & Associates via email to [apply@ralphandersen.com](mailto:apply@ralphandersen.com)** and should include the following:

- ◆ Compelling cover letter;
- ◆ Comprehensive resume;
- ◆ Current number of FTE supervised/managed; and
- ◆ Current budget oversight.

Ralph Andersen & Associates will conduct preliminary interviews as applications are received. Only the most highly qualified candidates will be invited for panel interviews (conducted via video) anticipated to be in mid-to-late October with secondary interviews (in-person with social distancing in place) tentatively scheduled for late October or early November. Ideally, the new Director will begin work at DSRSD in January 2022 (or sooner). Every effort will be made by District Leadership to accommodate an appropriate transition time to DSRSD.

Confidential inquiries are welcomed to Heather Renschler at (916) 630-4900. Alternatively, a preliminary discussion may be arranged by sending an email to [scheduling@ralphandersen.com](mailto:scheduling@ralphandersen.com). Candidates are encouraged to further research the Dublin San Ramon Services District website at [www.dsrdsd.com](http://www.dsrdsd.com).

***Dublin San Ramon Services District is committed to equal employment opportunity.***