



**CONTRA COSTA
CLEAN WATER
PROGRAM**

MANAGEMENT COMMITTEE MEETING AGENDA

Wednesday, May 17, 2023

1:30 PM to 3:30 PM

Join Zoom meeting:

<https://us06web.zoom.us/j/87930698822?pwd=b2lRT2ptV1VRcXFYR3d0U2xCUDBuZz09>

Meeting ID: 879 3069 8822 Passcode: 982003 Dial: +1 669 900 6833 US (San Jose)

One tap mobile: +16699006833,,87930698822#,,,,*982003# US (San Jose)

If you require an accommodation to participate in this meeting, please contact Duanne Hernaez by phone at 925-313-2360, by fax at 925-313-2301, or by email at Duanne.Hernaez@pw.cccounty.us.

Providing at least 72 hours notice (three business days) prior to the meeting will help to ensure availability.

VOTING MEMBERS (authorized members on file)

City of Antioch	Phil Hoffmeister
City of Brentwood	Meghan Oliveira/ Brant Wilson/ Jigar Shah
City of Clayton	Larry Theis/ Jason Chen/ Ron Bernal
City of Concord	Bruce Davis (Vice-Chair)/ Carlton Thompson
Contra Costa County	Michele Mancuso/ Tim Jensen/ Allison Knapp
CCC Flood Control & Water Conservation District	Tim Jensen/ Michele Mancuso/ Allison Knapp
Town of Danville	Bob Russell/ Steve Jones/ Mark Rusch
City of El Cerrito	Stephen Prée/ Will Provost/ Yvetteh Ortiz/ Christina Leard
City of Hercules	Mike Roberts/Jeff Brown/Jose Pacheco/Nai Saelee/F. Kennedy
City of Lafayette	Matt Luttrupp/ Tim Clark
City of Martinez	Khalil Yowakim/ Frank Kennedy
Town of Moraga	Shawn Knapp/ Mark Summers/ Bret Swain
City of Oakley	Billilee Saengcalern/ Frank Kennedy/ Andrew Kennedy
City of Orinda	Scott Christie/ Kevin McCourt/ Frank Kennedy
City of Pinole	Misha Kaur
City of Pittsburg	Jolan Longway/ Richard Abono
City of Pleasant Hill	Ryan Cook/Ananthan Kanagasundaram/Frank Kennedy (Chair)
City of Richmond	Mary Phelps
City of San Pablo	Amanda Booth/ Karineh Samkian/ Sarah Kolarik/ Jill Mercurio
City of San Ramon	Kerry Parker/ Robin Bartlett/ Maria Fierner
City of Walnut Creek	Lucile Paquette/ Neil Mock/ Steve Waymire

PROGRAM STAFF AND CONSULTANTS

Karin Graves, Program Manager	Erin Lennon, Watershed Planner
Andrea Bullock, Administrative Analyst	Lisa Welsh, Consultant
Yvana Hrovat, Consultant	Mitch Avalon, Consultant
Liz Yin, Consultant	Nicole Wilson, Consultant
Lisa Austin, Consultant	Duanne Hernaez, Clerical

**Contra Costa Clean Water Program
MANAGEMENT COMMITTEE MEETING AGENDA
Wednesday, May 17, 2023**

AGENDA

Convene the Meeting /Introductions/Announcements/Changes to the Agenda: **1:30**

Public Comments: Any member of the public may address the Management Committee on a subject within their jurisdiction and not listed on the agenda. Remarks should not exceed three (3) minutes.

Regional Water Quality Control Board Staff Comments/Reports: **1:32**

Consent Calendar: **1:35**

All matters listed under the CONSENT CALENDAR are considered routine and can be acted on by one motion. There will be no separate discussion of these items unless requested by a member of the Management Committee or a member of the public prior to the time the Management Committee votes on the motion to adopt.

A. APPROVE Management Committee meeting summary (Chair)

- 1) April 19, 2023 Management Committee Meeting Summary

B. ACCEPT the following subcommittee meeting summaries into the Management Committee record: (Chair)

- 1) Administrative Committee
 - April 4, 2023
- 2) PIP Committee
 - April 4, 2023
- 3) Monitoring Committee
 - April 10, 2023

Presentations: **1:40**

- A. Annual Report Changes from Previous Year (E. Yin)
 - a. See staff report for background information
- B. SUA Disbursement FY 22/23 – Budget Reallocation (A. Bullock/K. Graves)
 - a. See staff report for background information
- C. Final PCBs Demolition Applicant Package / Inspection Enhancement Recommendations (L. Welsh)
 - a. See staff report for background information
- D. Management Committee Chair and Vice-Chair, Administrative Committee, and Sub-Committee Membership Rosters, Master Chart (K. Graves)
 - a. See staff report on background information

Actions: **2:20**

- A. APPROVE the SUA Disbursement FY 22/23 Budget Reallocation
- B. APPROVE the Final PCBs Demolition Applicant Package/Inspection Enhancement Recommendations
- C. APPROVE the Management Committee Chair and Vice-Chair, Committee Membership Rosters, and Master Chart

- Reports:** **2:30**
- A. Quarterly Status Report on Grant Opportunities (Z. Cholico)
 - a. See staff report for background information

- Updates:** **2:40**
- A. Personnel Update (K. Graves)
 - B. BAMSC Steering Committee meeting (K. Graves)
 - a. Status of regional projects and working groups

- Information:** **2:50**
- A. AGOL entry request: Mercury and PCBs Control Measures Update Report (L. Welsh)
 - B. SUA Disbursements #2 For Approval (A. Bullock)
 - C. C.3 and C.17 Mapping Requirements (E. Yin)

- Old/New Business:** **2:55**

CLOSED SESSION: **3:00**
PUBLIC EMPLOYMENT
GOVERNMENT CODE SECTION 54957
Personnel

Adjournment: Approximately 3:15 p.m.

Next Management Committee Meeting: Wednesday, June 21, 2023, 1:30 PM

Attachments

Consent Items

1. *Management Committee Meeting Summary April 19, 2023*
2. *Administrative Committee Meeting Summary April 4, 2023*
3. *PIP Committee Meeting Summary April 4, 2023*
4. *Monitoring Committee Meeting Summary April 10, 2023*

Presentation and Action Items

5. *Staff report and Presentation on Annual Report Changes*
6. *Staff Report on SUA Disbursement FY 22/23 – Budget Reallocation*
7. *Staff Report and Final PCBs Demolition Applicant Package/Inspection Enhancement Recommendations*
8. *Staff Report and Management Committee Chair and Vice-Chair, Committee Membership Rosters, and Master Chart*

Reports

9. *Spreadsheet Update for Quarterly Status Report on Grant Opportunities*

UPCOMING DOCUMENTS FOR MANAGEMENT COMMITTEE REVIEW
-- JUNE 2023 --

ACTION	AGENDA TOPIC/DOCUMENT	SUBMITTAL DATE
REVIEW	Annual Report Documents: Municipal Annual Report forms, Permittee Timeline, AGOL Data Entry Timeline.	September 30
REVIEW	Draft Stormwater Funding Options Report Phase 2	N/A
REVIEW	Draft Regional Unsheltered Homeless BMP Report	September 30
APPROVE	Conditional Approval of C.17 Homeless Mapping Budget	September 30
APPROVE	Final Draft Cost Reporting Framework and Methodology	June 30

UPCOMING CCCWP MEETINGS

All meetings **will not** be held at 255 Glacier Drive, Martinez, CA 94553, but will be held virtually

May 16, 2023 3rd Tuesday	Municipal Operations Committee Meeting, 10 a.m. – 12 noon
April 26, 2023 4th Wednesday	Development Committee Meeting, 1:30 p.m. – 3:30 p.m.
May 2, 2023 1st Tuesday	Administrative and PIP Committee Meeting 9 a.m. – 12:00 noon
May 8, 2023 2nd Monday	Monitoring Committee Meeting, 10 a.m. – 12 noon
May 17, 2023 3rd Wednesday	Management Committee Meeting, 1:30 p.m. – 3:30 p.m.

BAMSC (BASMAA) SUBCOMMITTEE/ MRP 3.0 MEETINGS

Times for the BAMSC (BASMAA) Subcommittee meetings are subject to change.

July 1, 2022	Effective date of MRP 3.0
1st Thursday	Development Committee, 1:30 – 4:00 p.m. (even months)
1st Wednesday	Monitoring/POCs Committee, 9:30 a.m. – 3:00 p.m. (odd months)
4th Wednesday	Public Information/Participation Committee, 1:30 – 4:00 p.m. (1 st month each quarter)
4th Tuesday	Trash Subcommittee, 9:30 a.m.-12 noon (even month)



MANAGEMENT COMMITTEE MEETING MINUTES

4-19-2023

Attendance:

MUNICIPALITY	ATTENDED	ABSENT
City of Antioch	Phil Hoffmeister	
City of Brentwood	Brant Wilson	
City of Clayton	Larry Theis	
City of Concord	Bruce Davis (Vice Chair)	
Town of Danville	Bob Russell	
City of El Cerrito	Christina Leard	
City of Hercules	Jose Pacheco	
City of Lafayette	Tim Clark	
City of Martinez	Frank Kennedy	
Town of Moraga	Bret Swain	
City of Oakley	Frank Kennedy	
City of Orinda	Kevin McCourt, Ryan O’Kane	
City of Pinole	Misha Kaur	
City of Pittsburg	Jolan Longway	
City of Pleasant Hill	Frank Kennedy (Chair), Ryan Cook	
City of Richmond	Mary Phelps	
City of San Pablo	Amanda Booth	
City of San Ramon	Kerry Parker	
City of Walnut Creek	Lucile Paquette	
Contra Costa County	Michele Mancuso	
CCC Flood Control and Water Conservation District	Michele Mancuso, Allison Knapp	
Program Staff		
Program Manager	Karin Graves	
Admin. Svcs Assistant III	Andrea Bullock	
Watershed Mgmt Planning Spec.	Erin Lennon	
Clerk	Duanne Hernaez	
Program Consultants:		
		Liz Yin (LWA/CCCWP)
	Nicole Wilson (LWA/CCCWP)	
	Lisa Welsh (Geosyntec/CCCWP)	
	Yvana Hrovat (Haley & Aldrich)	
Members of the Public/Others/Guests:		
Town of Moraga	Edriane Aguilar	



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Introductions/Announcements/Changes to Agenda: Due to the Covid-19 pandemic, the meeting was conducted by video-conference call.

Public Comments: No members of the public were called in.

Regional Water Quality Control Board Staff Comments/Reports: Regional Board staff did not call in.

Roll call was taken and the meeting was convened by the Chair at 1:35 pm

Consent Calendar:

1. APPROVE Management Committee meeting summary (Chair)

Andrea Bullock (CCCWP) noted a correction to the Management Committee meeting summary:

- The item discussing the changes in the budget for C.12 line items was corrected to show \$300k and “EPA Water and Quality Fund” was corrected to show “EPA Water and Quality Improvement Fund”

Bob Russell (Danville) motioned to approve the Management Committee meeting minutes with the clarification noted by Andrea; Lucile Paquette (Walnut Creek) seconded. The Chair called for a vote. Bruce Davis (Concord) and Misha Kaur (Pinole) abstained because they missed the last meeting. The motion passed with no objections and the Management Committee meeting minutes were approved.

2. ACCEPT the following subcommittee meeting summaries into the Management Committee record (Chair)

- Administrative Committee
 - March 7, 2023
- PIP Committee
 - March 7, 2023
- Monitoring Committee
 - January 9, 2023
 - February 13, 2023
 - March 13, 2023
- Municipal Operations Committee
 - February 21, 2023
- Development Committee
 - February 22, 2023

Amanda Booth (San Pablo) motioned to accept the Subcommittee meeting summaries into the record; Michele Mancuso (Contra Costa County) seconded. The Subcommittee meeting minutes were accepted into the record with no abstentions or objections.



Presentations

3. Final draft LID monitoring Plan (L. Welsh)

Lisa Welsh (Geosyntec/CCCWP) shared a recap of events for the LID Monitoring update:

- March 1: Draft MP and QAPP submitted to TAG.
- March 21: LID TAG Meeting #2
- April 3: TAG written comments received.
- April 6: Call held with Keith Lichten to discuss comments and revisions.

Key takeaways from comments submitted by the TAG were shared:

- Evaluate the facilities' hydrologic function and benefits.
 - These facilities may have been providing more of a benefit than what was anticipated.
- Monitoring plans should be considered regionally.
- Recommended additional monitoring (e.g., continuous turbidity probe)
- Capture more storms at less sites.
- Clarify how the MPs are addressing the O&M monitoring question.

The response to the comments were shared.

Revisions to the Ohlone Greenway Bioretention Rain Garden was displayed.

The LID Monitoring Schedule was shared:

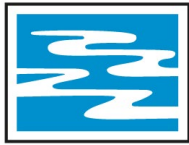
- April 21 – Final LID monitoring Plan and QAPP for Committee review
- April 25 - Special management committee approval
- May 1 – Submission to the Regional Water board

No questions were asked.

4. Budget approval of C.3 workshop

Erin Lennon (CCCWP) opened by sharing the staff report for the conditional budget for the Annual C.3 Training Workshop. The scope of the work was discussed at the last Development Committee meeting and it was decided to bring this information to the Management Committee for approval. The estimated budget and schedule were shared with the Management Committee, and Erin confirmed with the Committee that if the budget is approved, the workshop would be held at the end of May. The Committee also discussed how outreach for the workshop would be performed, and Program Staff confirmed that the training would be advertised to the list of attendees from last year, and a notification would be sent to the County's Planning Directors and Engineer Advisory Committee.

5. Revised Draft Cost Reporting Framework and Methodology.



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Nicole Wilson (LWA/CCCWP) noted that the next draft of the Cost Reporting Framework and guidance manual was distributed on March 31, 2023, for Countywide program and Permittee review, with comments due on April 28th, 2023. To meet this deadline, Nicole reminded the management committee to submit comments by April 21st, 2023. Management Committee was informed that all cost reporting documents are available on Groupsite and Nicole provided directions for how to submit comments. Nicole asked committee members to contact her directly if they have any questions about the review process.

A summary of changes to the Framework was shared.

Discussion took place in which it was asked if the Committee's comments have been incorporated into the framework, why comments have not been addressed, if the same comments can be re-submitted, and if comments will be tabulated. Tracking comments received through a response to comments or similar document was discussed and staff agreed to discuss the topic with the Bay Area Municipal Stormwater Collaborative Steering Committee.

Clarification was requested on whether filling out time codes will be more of an estimate. It was commented that the process for submitting comments for the Trash Impracticability Report was very practical due to the ability to see other's feedback.

This discussion item concluded with Nicole acknowledging Permittee questions and that a review of the comments submitted in the first round of revisions will take place and be communicated to the permittee at the next PIP committee meeting (5/2/2023).

6. MRP 3.0 Permit Amendment and Schedule (K. Graves)

Karin Graves (CCCWOP) shared items which the Regional Water Board had asked staff to reconsider which include:

- Special Category C Projects.
- Roads in disadvantaged communities.
- Alternative treatment systems compliance.
- Monitoring Requirements.

Karin covered the MRP 3.0 permit amendment schedule:

- April 7 – May 5 – Administrative draft review by permittees.
- April 24 – Meeting to discuss draft permit amendment language with permittees.
- July 9 – Water board issues revised public draft.
- August 9 – Water board hearing

It was noted that there is the possibility of delaying the deadline to the September 2023 Water Board Meeting.



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The anticipated schedule for Permit Amendment Language was shared:

- April 21st – Draft Comment Letter for Review
- April 25th Special Meeting – Management Committee
- May 1st Comment Letter Submittal

No questions were asked.

Actions

7. APPROVE the Budget and Scope of Work for the C.3 Workshop

Mary Phelps (Richmond) motioned to approve, and Jolan Longway (Pittsburg) Seconded. There were no abstentions or objections and the budget and scope of work for the C.3 Workshop was approved.

8. RATIFY the Administrative Committee vote to reinstate the Select Committee

Amanda Booth (San Pablo) motioned to approve, and Bob Russell (Danville) Seconded. There were no abstentions or objections and the ratification of the Administrative Committee vote to reinstate the Select Committee was approved.

Reports

9. Updated San Francisco Bay 303(d) list (L. Welsh)

A summary of updates to the 303d lists was shared which covered the number of new listings in the San Francisco Bay as well as the amounts covered by an existing TMDL and sites that will possibly require a new TMDL.

Lisa W. shared a table which gave a summary of recent testing for pollutants within bodies of water in Contra Costa County. A brief explanation was given to cover aspects of the data presented in the table. A summary of the main points of the CASQA comment letter, as well as the comment letter itself, was shared in the Staff Report for this agenda item in the meeting agenda packet.

Discussion took place in which the sources of the pollutants were discussed as well as measures which can be taken to reduce the level of pollutants.

Updates

10. Watershed Symposium Information

Nicole opened by sharing the flyer for the watershed symposium which lists the various levels of sponsorship that agencies can opt to contribute to and what is included in each of those levels. Participation in the Watershed Symposium has been discussed in PIP committee and it was noted that permittees felt that the “Shoreline” level of sponsorship



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would be an appropriate contribution for this event and that the funds have been earmarked from next fiscal year's (FY23/24) PIP contingency funds.

Michele noted that Flood Control will have their own table at the event. Permittees were asked if they would like to coordinate for the event and it was acknowledged that this would be a good idea.

11. Personnel Update

Allison Knapp (Contra Costa County Public Works) shared that the Sr. Watershed Planner position is in the queue to be advertised. It was noted that the specifications for the job listing will be updated.

12. BAMSC Steering Committee meeting (K. Graves)

▪ **Status of regional projects and working groups**

Karin shared updates that occurred at the March BAMSC Steering Committee Meeting:

- The Steering Committee approved the Receiving Water Monitoring Plan which was submitted on March 31st.
- The Trash Impracticability Report was approved by the Steering Committee and Countywide Programs and submitted to the Water Board for approval.
- The Trash Monitoring QAPP and the Trash Monitoring Quality Assurance Plan have been approved and will start to move forward.

Karin shared updates for the C.17 workgroup for the homeless BMP report. The workgroup decided to move to a higher-level regional report. It will include a library and factsheet of BMP's that are associated with homeless encampments. The next meeting is scheduled for May 2nd in which they will review the new report outline.

Lisa W. shared an update on the PCB's and Building Demo workgroup. A second draft was received, and comments were requested by the end of the day of April 19th. Timeline to approve this item at the regional level has been extended to May 25th. Implementation will take place starting July 1st. It was commented that outreach will need to take place to notify the public on stormwater requirements for building demolition. The method and practices of notifying contractors was discussed.

Information

13. Review Committee Meeting Calendar for FY 23/24 (K. Graves)

The Committee Meeting Calendar is being finalized and will be shared at the May Management committee meeting. The committee was asked if the first Admin and PIP committee meetings which fall on July 4th could be rescheduled to July 5th. Permittees agreed that this schedule change would be acceptable.



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14. Duly Authorized Representative Letter and Committee Membership Forms (K. Graves)

Duly Authorized Representative Letters and Subcommittee Membership Forms will be sent out for FY 23/24 in time for the May Management Committee Meeting.

15. SF Regional Water Quality Control Board Contact Information (K. Graves)

Contact information has been included in the Agenda Packet for permittees to utilize as needed.

16. Management Committee Workplan Q4 (K. Graves)

Included in the Agenda Packet for review as needed.

Old/New Business:

No Old/New Business was shared.

Adjournment: The Chair adjourned the meeting at approximately 2:58 pm



ADMINISTRATIVE COMMITTEE MEETING

SUMMARY

Tuesday, April 4, 2023

10:30 am – 12:00 pm

Zoom Meeting

VOTING MEMBERS	ATTENDED	ABSENT
Contra Costa County	Michele Mancuso	
CCC Flood Control and Water Conservation District	Tim Jensen	
City of Lafayette	Matt Lutthrop	
City of Martinez	Frank Kennedy	
City of Pittsburg	Jolan Longway (Vice Chair)	
City of Pleasant Hill	Frank Kennedy (Chair)	
City of Richmond	Mary Phelps	
NON-VOTING MEMBERS		
City of Walnut Creek	Lucille Paquette	
City of San Pablo	Amanda Booth	
City of Danville	Bob Russel	
City of San Pablo	Amanda Booth	
PROGRAM STAFF		
Program Manager		Karin Graves
Administrative Analyst	Andrea Bullock	
Clerical	Duanne Hernaez	
PROGRAM CONSULTANTS		
Larry Walker Associates	Elizabeth Yin	
Larry Walker Associates	Nicole Wilson	

1. Convene Meeting and Roll Call (Chair)

The Chair convened the meeting at 10:33am

2. Announcements or Changes to the Agenda (all)

There were no announcements or changes to the agenda.

3. Approval of March 7, 2023, Meeting Minutes (Chair)

There was no correction or revisions to the January 3, 2023, meeting minutes. Jolan Longway (Pittsburg) motioned to approve the Administrative Committee meeting minutes as submitted, with no changes, and accept subcommittee minutes. Mary Phelps (Richmond) seconded. The Chair called for a vote. There were no objections or abstentions. The motion passed with no abstentions, and the items were approved.

4. Regional C.17 BMP Report (Elizabeth Yin)



ADMINISTRATIVE COMMITTEE MEETING

SUMMARY

Tuesday, April 4, 2023

10:30 am – 12:00 pm

Zoom Meeting

Elizabeth Yin (LWA) opened by sharing the staff report and giving an overview of the Regional C.17 BMP Report. Two options were shared for how the regional report will be presented to the Regional Water Board with each one having its own pros and cons which were discussed:

- Option 1 – One regional report that includes background, regulatory, and Countywide information.
- Option 2 – One regional report, individual Countywide Reports, and the BMP fact sheets as an attachment.

Several different Best Management Practices (BMP's) were reviewed, and their advantages and limitations were discussed. The discussion concluded with a general consensus that the permittees would be interested in moving forward with Option 1.

5. MRP 3.0 Permit Amendment Schedule

Elizabeth discussed items related to MRP 3.0 and the regional board revisions/amendments on the following topics:

- Special Category C projects.
- Roads in disadvantaged communities.
- Alternative treatment systems compliance.
- Monitoring requirements.

Waterboard staff have a goal of bringing amended permit language to the regional water board for approval at the August 2023 meeting (with possibility of delay to Sept. 2023). As such, it was proposed to reconvene the Select Committee to help develop comments/permit language. The following proposed timeline was presented to the committee:

- April 7 – May 5: Release of administrative draft to be reviewed by permittees.
- April 24: Anticipated meeting to be scheduled to discuss draft language with permittees
- May 24 - June 23: Water Board issues formal public draft notice.
- July 9: Water Board issues revised public draft.
- August 9: Water Board Hearing.

The idea of reconvening the Select Committee was discussed and Admin Committee members agreed to reconvene the Select Committee and announce this decision and include a vote to ratify the decision at the Management Committee on April 19, 2023.

6. Approve April 19, 2023, Management Committee Agenda (Committee)

- Presentations and Actions were amended to include the ratification of the Select Committee and to review the MRP 3.0 schedule.
- A tentative Management Meeting for the purpose of approving the Final PCBs Demolition Applicant Package in the event of significant regional comments was scheduled for April 25, 2023, at 1:00 pm. The agenda and content of the April 25th meeting was later modified.
- The presentation on the Final PCBs Demolition Package was modified to report on the second draft.



ADMINISTRATIVE COMMITTEE MEETING

SUMMARY

Tuesday, April 4, 2023

10:30 am – 12:00 pm

Zoom Meeting

- The Action to approve of this item was modified to be conditional upon minimal or no significant changes to the second draft.
- Update on Cost Reporting Framework, Schedule and Comments was added as a presentation Item.

Michele Mancuso (Contra Costa County) motioned to approve the Management Committee Agenda as modified. Mary Phelps (Richmond) seconded. The Chair called for a vote. There were no objections or abstentions. The motion passed with no abstentions, and the items were approved.

7. Old/New Business (Committee)

none

8. Adjournment

The Meeting adjourned at 11:58 am



PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY
Tuesday, April 4, 2023, 9:00 am – 10:30 am
Zoom Meeting

PIP Committee Voting Members	Attended	Absent
City of Antioch	Julie Haas-Wajdowicz (Vice Chair)	
CCC Flood Control District		Michelle Giolli
City of San Ramon		Kerry Parker (Chair)
Admin Committee Members acting as PIP Voting Members	Attended	Absent
Contra Costa County	Michelle Mancuso	
CCC Flood Control and Water Conservation District	Michelle Mancuso	
City of Lafayette	Tim Clark	
	Matt Luthropp	
City of Martinez	Frank Kennedy	
City of Pleasant Hill	Frank Kennedy	
City of Pittsburg	Jolan Longway	
	April Chamberlain	
City of Richmond		Mary Phelps
Non-Voting Members	Attended	Absent
Town of Danville	Bob Russell	
City of Walnut Creek	Lucile Paquette	
Program Staff	Attended	Absent
Program Manager		Karin Graves
Administrative Assistant	Andrea Bullock	
Watershed Mgmt. Planning Spec.	Erin Lennon	
Clerical	Duanne Hernaez	
Consultants	Attended	Absent
Stephen Groner Associates (SGA)	Stephan Groner, Michelle Dissel, Katie Galla	
Larry Walker Associates (LWA)	Nicole Wilson, Elizabeth Yin	
Guests	Attended	Absent
RWG Law	Nicholas Ghirelli	

1) Convene Meeting and Roll Call (Chair)

The Chair Convened the meeting at 9:03 am.

2) Introductions, Announcements, and Changes to Agenda (Chair)

There were no announcements or changes to the agenda.



**PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY**

**Tuesday, April 4, 2023, 9:00 am – 10:30 am
Zoom Meeting**

3) Consent Items Approval (Chair)

- March 7, 2023 PIP Meeting Minutes.
- April 2023 Facebook and Instagram Posts (Earth Day Campaign)

There were no corrections or revisions to the March 7, 2023, meeting minutes and April 2023 Social Media Posts. Michele Mancuso (Contra Costa County) motioned to approve the PIP Committee meeting minutes as submitted, with no changes, and accept subcommittee minutes. Julie Haas-Wajdowicz (Antioch) seconded. The Chair called for a vote. There were no objections or abstentions. The motion passed with no abstentions, and the items were approved.

4) Restaurant and Mobile Cleaning Brochure Draft (SGA)

Michelle Dissel (SGA) presented the current draft of the Restaurant brochure which is to be finalized soon and opened for comments:

- It was commented that the brochure looks good, but it looks a bit busy and could look simpler.
- It suggested that the language could be simplified, aiming for a 4th grade reading level.

Michelle D. presented the current draft of the Mobile Cleaning Brochure and opened for comments:

- It was suggested that the brochure show the storm drain leading to a creek to illustrate that the water going down the drain is not headed to a treatment plant.

Stephen Groner (SGA) discussed the use of FY22/23 contingency funds to either develop a Spanish version of the restaurant brochure and/or for customizing brochures for specific agencies. Members discussed that having a Spanish translation should be the priority. April Chamberlain (Pittsburg) mentioned that customizing the brochures using Canva is quick and easy. PIP committee members came to a consensus that the FY22/23 contingency funds should be used to create a Spanish version of the Restaurant Brochure.

5) Earth Day Campaign (SGA)

Michelle D. discussed the status of the Earth Day social media campaign. There were no questions or comments.

6) Cost Reporting Legal Review (Nicole/Nicholas Ghirelli)

Nicholas Ghirelli (RWG) opened by acknowledging comments made towards the Cost Reporting Framework. Nicholas answered questions concerning the Cost Reporting Framework which were



**PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING SUMMARY**

**Tuesday, April 4, 2023, 9:00 am – 10:30 am
Zoom Meeting**

collected during the March PIP Committee Meeting. These questions dealt with challenges the permittees are facing when trying to complete the Cost Reporting Framework.

7) Cost Reporting Update (Nicole)

Nicole Wilson (LWA) shared changes to the Cost Reporting Framework which were discussed in the BAMSC Regional Workgroup. Guidelines for submitting comments were shared. Comments from Contra Costa agencies should be provided to Nicole by Friday April 21st so that she can compile them and submit comments back to the regional workgroup by their deadline on April 28th. The staff report which lists the changes to the framework was shared and discussed. Members of the committee discussed the feasibility of tracking costs, the level of detail required, and what is needed to be in compliance when reporting costs.

8) Watershed Symposium Update (Lucile Paquette/Nicole)

Nicole shared a diagram (available on the Water Symposium website) that showed different levels of sponsorship for the committee to consider. It was suggested that a contribution of \$500 (or the “Shoreline” level of contribution) is appropriate for this event and that the contribution will come from next fiscal year (FY 23/24) PIP contingency funds budget. This level of sponsorship will include a logo featured on the symposium website, a logo in the symposium program and slide deck, and poster organization tabling.

9) Adjournment (Chair)

The meeting adjourned at 10:12 am

**Monitoring Committee
Meeting Summary
April 10, 2023**

VOTING MEMBERS	ATTENDED	ABSENT
CCC Flood Control District	Beth Baldwin (Chair) Michele Mancuso	
City of Walnut Creek	Lucile Paquette (Vice-Chair)	
City of Pittsburg	Jolan Longway	
City of Antioch		Phil Hoffmeister
City of Pinole	Misha Kaur	
City of Richmond		Terri Mason
NON-VOTING MEMBERS		
City of San Pablo	Amanda Booth	
PROGRAM STAFF		
Program Manager	Karin Graves	
Watershed Management Planning Specialist	Erin Lennon	
PROGRAM CONSULTANTS		
Geosyntec Consultants	Lisa Welsh	
Geosyntec Consultants	Lisa Austin	

- **Introductory Remarks, Announcements, and Changes to the Agenda.** There were no changes to the agenda.
- **January, February, and March 2023 Meeting Summaries.** Jolan Longway (Pittsburg) made a motion to approve the January, February, and March meeting summaries. Lucile Paquette (Walnut Creek) seconded and Misha Kaur (Pinole) abstained. There were no objections.
- **Trash Monitoring Update.** Lisa Welsh (Geosyntec Consultants) provided an update on trash outfall monitoring site selection, permitting, and key takeaways from the first Trash TAG meeting on March 15 (see Slides #3 to #12 in the attached slide deck). The draft Trash Monitoring Plan and QAPP will be shared for review in early May. The Monitoring Committee discussed how the applicable city would have to file for a Lake and Streambed Alteration (LSA) permit or a CEQA exemption. The FTC for LID meeting is scheduled for April 13, 4-5p.
- **LID Monitoring Update.** Lisa Austin (Geosyntec Consultants) summarized the key takeaways from LID TAG Meeting #2 and how CCCWP and the other Bay Area stormwater programs plan to respond to TAG comments (see Slides #13 to #20 in the attached slide deck). CCCWP will add water balance monitoring at the Ohlone Greenway facility in El Cerrito which should inform design standards and load reduction benefits. Water balance monitoring will

not add costs on top of the approved FY23-24 budget. CCCWP will not monitor the El Cerrito Green Streets site and redirect funds to Ohlone Greenway.

- **PCBs in Building Demo Update.** Lisa W. provided an update on the review and approval schedule for the PCBs in Building Demo Model Applicant Package and Inspection Program enhancements (see Slide #23). The Monitoring Committee discussed the following:
 - Change the reporting form to have an option for “applicable building but exempt from monitoring” (due to abatement for asbestos, lead, or other hazardous substances).
 - Clarify new reporting requirements associated with MRP 3 enhancements.
 - Consider providing outreach/factsheets for contractors to inform them of the new requirements. Place informational notices on counters or make them part of the requirements to obtain a demo permit.
 - Add discussion of C.6 enhancements in the Applicant Package.
 - Clarify the timing of the site enhancements - are the enhancements required during the PCBs demo phase of the project or just during the “general demolition?”
 - How should Permittees address applicable, non-jurisdictional buildings (e.g., DMV, state/federal buildings, schools) since permits are not required?

The Monitoring Committee also discussed that structures, which are abated for asbestos, lead, or other hazardous materials, need not be sampled for PCBs. There could be an option on the form for applicable structures that are exempt from monitoring (i.e., PCBs testing not required). If PCBs are not tested due to the exemption, the contractor might submit a manifest showing proper management. The presumption would be that PCBs are present. Consider asking for a J# before issuing the demo permit.

Lisa W. will summarize and share Permittee comments with the PCBs in Building Demo workgroup leads by the April 19 deadline.

- **Other C.11/C.12 Provisions.** Lisa A. reviewed other C.11/C.12 requirements that the CCCWP technical consultant team will be working on over the next few weeks/months.
 - For PCBs in bridges, a database must include an inventory of all bridges, ownership, and roadway replacement schedule. Geosyntec will have a draft inventory format for BAMSC MPC.
 - Caltrans bridge specification: No update on contents of the specification or when it would be released. We are tracking it through BASMC MPC.
 - Lisa A. will ask for an update from RWB Staff on the PG&E 13267 letter at BAMSC MPC.

- For PCBs in municipally owned electrical utilities, Geosyntec will coordinate with the City of Pittsburg (Maria Aliotti, the Assistant City Manager, who oversees Pittsburg Power).
- For estimating the mass of mercury recycled, Geosyntec will work with Lucile and others on what was done in MRP 1.
- **New / Old Business**
 - WY2022 UCMR and the Old Industrial Control Measure Plan were submitted by the March 31 deadline.
 - Lisa W. summarized the data and water quality exceedances for the four new 303(d) listings in Contra Costa County (see Slides #25 to #26 in the attached slide deck). The expected TMDL completion date for the new listings is 2037. CASQA submitted a comment letter on April 3 (Slide #27).
- **Next Steps / Action Items**
 - Lisa W. and KEI will work with Permittees to prepare and file permits for trash outfall monitoring.
 - Lisa W. will summarize and share Permittee comments on PCBs in Building Demo enhancements with the workgroup leads by the April 19 deadline.
 - Lisa A. will ask for an update from RWB Staff on the PG&E 13267 letter at BAMSC MPC.
 - Geosyntec will review calculations from MRP 1 on estimating the mass of mercury recycled.
 - Geosyntec will coordinate with the City of Pittsburg on requirements for PCBs in electrical utilities.
 - Geosyntec will send the draft bridge inventory spreadsheet to permittees for discussion at BAMSC MPC.
- **Adjournment.** The meeting was adjourned at 12:00 am.

Next Scheduled Monitoring Committee Meeting: Monday, May 8, 2022, 10:00 AM-12:00 PM, Zoom meeting.

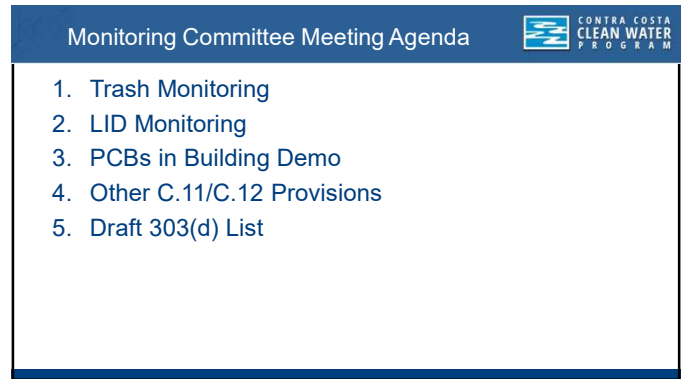
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CCCWP Monitoring Committee Meeting
April 10, 2023

Lisa Welsh and Lisa Austin

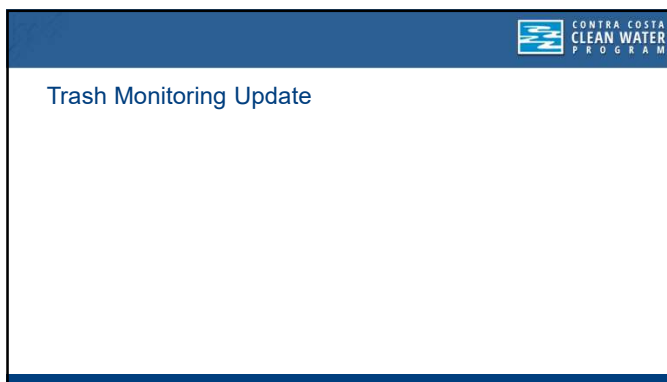
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Monitoring Committee Meeting Agenda

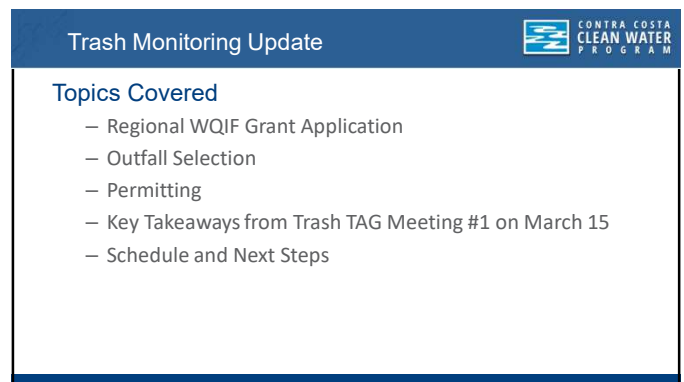
1. Trash Monitoring
2. LID Monitoring
3. PCBs in Building Demo
4. Other C.11/C.12 Provisions
5. Draft 303(d) List

2



Trash Monitoring Update

3

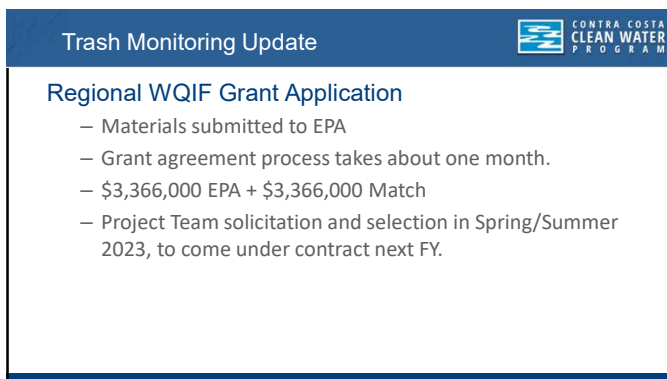


Trash Monitoring Update

Topics Covered

- Regional WQIF Grant Application
- Outfall Selection
- Permitting
- Key Takeaways from Trash TAG Meeting #1 on March 15
- Schedule and Next Steps

4

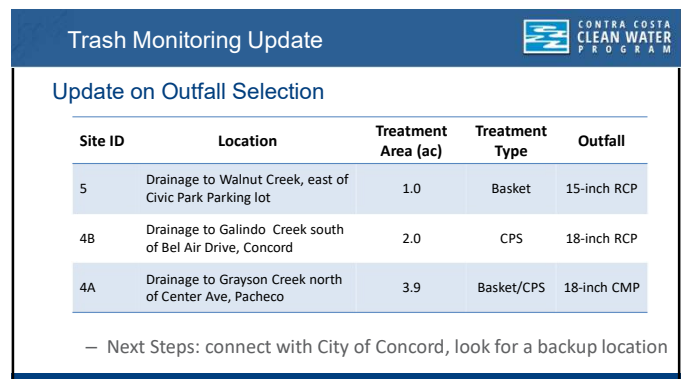


Trash Monitoring Update

Regional WQIF Grant Application

- Materials submitted to EPA
- Grant agreement process takes about one month.
- \$3,366,000 EPA + \$3,366,000 Match
- Project Team solicitation and selection in Spring/Summer 2023, to come under contract next FY.

5



Trash Monitoring Update

Update on Outfall Selection

Site ID	Location	Treatment Area (ac)	Treatment Type	Outfall
5	Drainage to Walnut Creek, east of Civic Park Parking lot	1.0	Basket	15-inch RCP
4B	Drainage to Galindo Creek south of Bel Air Drive, Concord	2.0	CPS	18-inch RCP
4A	Drainage to Grayson Creek north of Center Ave, Pacheco	3.9	Basket/CPS	18-inch CMP

- Next Steps: connect with City of Concord, look for a backup location

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Trash Monitoring Update

Civic Park, Walnut Creek (Walnut Creek)

Bel Air Drive, Concord (Galindo Creek)

Center Ave, Pacheco (Grayson Creek)

Legend

Outlet	Catch Basin	2009 Baseline Trash Generation Rate
Storm Drain	Storm Drain	
Trash Capture Device Type	Creek	Low
Basket	Trash Capture Device Drainage	Moderate
CPS - Connector Pipe Screen	Alia	High

7

Trash Monitoring Update

- Google Earth file with additional locations

8

Trash Monitoring Update

- Permitting**
 - Encroachment Permits
 - CA Fish & Wildlife: streambed alternation permit (\$700/site)
 - CEQA categorical exemption (\$50/site)
 - Health and Safety Plan: regional template but will be modified to site specific conditions

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Trash TAG Meeting #1 Key Outcomes

- TAG acknowledged the challenges in finding feasible locations
- Recommend doing observations/OVTA when nets are placed prior to monitoring events
- Okay if specific areas are not controlled to low if the catchment area is low.
- LID facilities in catchments must be sized per FTC requirements (1-yr, 1-hr event)

10

Trash Monitoring Update

- Two Regional Projects**
 - Trash QAPP**
 - \$20,000 regionally (CCCWP @ \$4,330)
 - led by AMS
 - Trash Monitoring Plan**
 - \$30,000 (CCCWP @ 5,000)
 - Regionally collaboration for draft
 - Program-specific appendix on how each Program got to its locations

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Trash Monitoring Schedule

- April 28 – Internal Draft Trash Monitoring Plan
- May 3 – BASMC MPC
 - Discuss how to engage “other interested parties”
 - Discuss draft Trash Monitoring Plan
- Early May – Draft Trash Monitoring Plan and QAPP to TAG
- May 22 – TAG Meeting #2
- June 15 – TAG and Monitoring Committee Comments due
- Mid July – CCCWP Committee and BAMSC SC Approval
- July 31 – Final Monitoring Plan and QAPP to RWB

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LID Monitoring Update

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LID Monitoring Update

Topics Covered

- Key takeaways
 - LID TAG Meeting #2 on March 21st
 - TAG written comments
 - Call with Keith Lichten April 6
- Revised LID Monitoring Plan and QAPP

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LID Monitoring Update

TAG Key Takeaways

- Evaluate the facilities' hydrologic function and benefits
 - Water balance approach
 - Hydromodification monitoring?
 - Minimize inlet blocking and evaluate impact
- Monitoring Plans should be considered regionally
 - Different scales and design variations
 - Regional synthesis of data
- Recommended additional monitoring (e.g., continuous turbidity probe)
- Capture more storms at less sites
- Clarify how the MPs are addressing the O&M monitoring question

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LID Monitoring Update

Our Response

- We are modifying our overall approach in response to TAG input, but will not address each issue raised at each location
- We will meet the permit requirements at each location, and intensify monitoring at a few
- CCCWP: Eliminate El Cerrito Green Streets and add water balance monitoring at Ohlone Greenway
- ACCWP/SCVURPPP: Test O&M frequency questions at co-located facilities

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LID Monitoring Update

Ohlone Greenway Bioretention Rain Garden

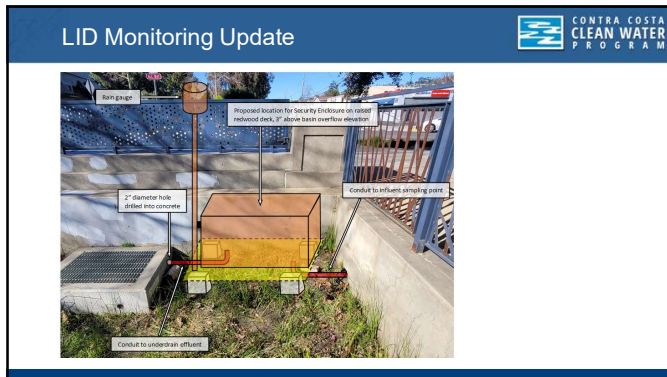
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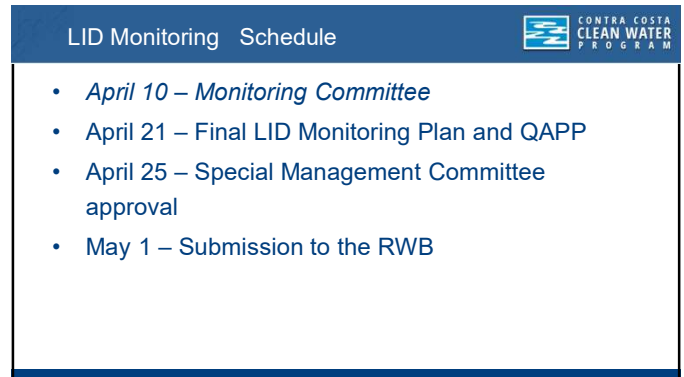
LID Monitoring Update

Ohlone Greenway Bioretention Rain Garden

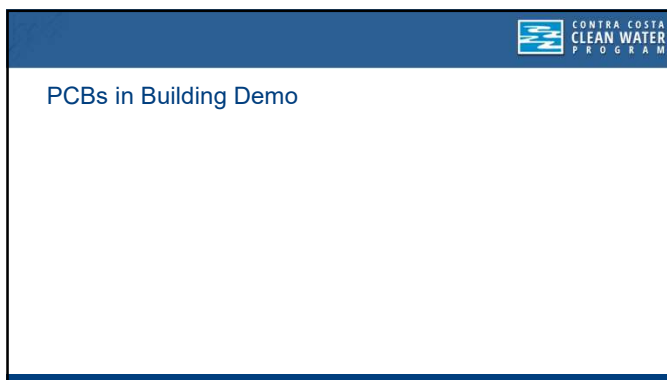
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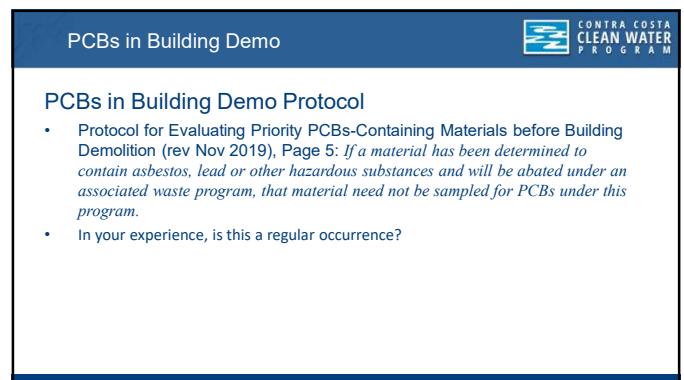
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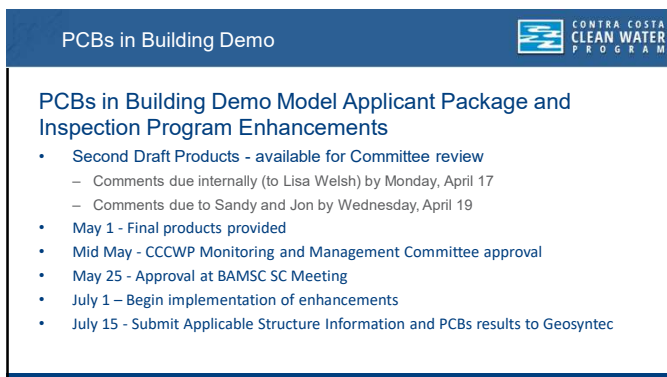
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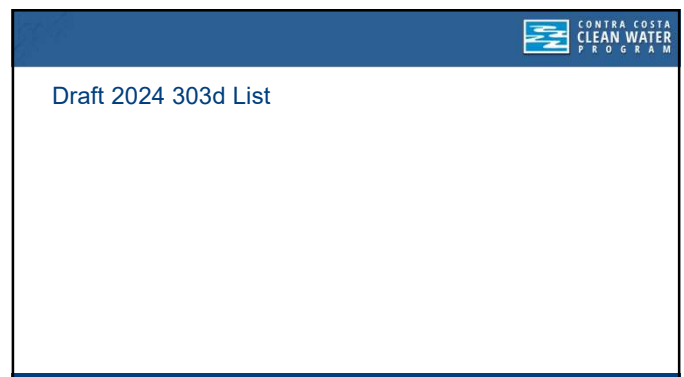
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23



24



Draft 2024 303d List

Contra Costa County Listings

- Bacteria (Shellfish Use): Keller Beach, Richmond
- Water Toxicity: Moraga Creek, Las Trampas Creek
- Ammonia: South San Ramon

Schedule

- Feb 16 to Apr 3: Public Comment Period
 - CASQA submitted a comment letter
- Mar 21: State Board Hearing
- Apr 1: Submit to EPA

Link

https://www.waterboards.ca.gov/water_issues/programs/water_quality_assessment/2024-integra7ted-report.html


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Draft 2024 303d List Update

Waterbody Name	Creek	Po utant	Po utant Category	WQ Exceedances	Expected TMDL Comp et on Date	Data
Las Trampas Creek subwatershed (Contra Costa County, tributary to Walnut Creek)	Grizzly Creek	Toxicity	Total Toxics	2 (water)	2037	<ul style="list-style-type: none"> • Pimephales promelas for Survival on 2014-02-26 • Hyalella azteca for Survival on 2014-02-26 • Ceriodaphnia dubia for Young/female on 2014-07-23.
Moraga Creek (Contra Costa County)	Rimer Creek	Toxicity	Total Toxics	2 (water)	2037	<ul style="list-style-type: none"> • Ceriodaphnia dubia for Young/female on 2016-07-11. • Ceriodaphnia dubia for Young/female on 2016-08-15.
South San Ramon Creek subwatershed (Contra Costa and Alameda counties, Tributary to Arroyo de la Laguna)	San Ramon Creek (adjacent to California High School)	Ammonia	Nutrients	2	2037	<ul style="list-style-type: none"> • Ammonia as N • Ammonia as N, unionized collected on 2018-06-31
Keller Beach (north, mid and south)		Indicator Bacteria	Pathogens	Many (>500) for different WQOs	2037	<ul style="list-style-type: none"> • Data collected between 2010 and 2020

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Draft 2024 303d List Update

CASQA Letter

1. Ensure all listed waterbodies are waters of U.S. subject to CWA
2. Ensure adopted standards are used in the assessment of numeric WQOs and evaluation guidelines applied are appropriate within a given region
3. Ensure all readily available data are analyzed
4. Provide documentation of how data analyses were performed in supporting documents as opposed to presenting raw data spreadsheets.
5. Consider completeness and quality of the data set, including temporal and spatial coverage.
6. Correct errors within the proposed 303(d) list and renote the updated listings.

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Date: May 17, 2023

To: Management Committee

From: Elizabeth Yin, Program Consultant

Subject: Annual Report Form Changes for FY 22/23

Recommendation:

Review key changes to MRP 3.0 forms.

Background:

The San Francisco Bay Regional Water Quality Control Board (RWQCB) adopted the Final Municipal Regional Stormwater National Pollutant Discharge Elimination System Permit (also known as the MRP), for the third reissuance of the MRP, or MRP 3.0, on May 11, 2022 (Order No. R2-2022-0018), with an effective date of July 1, 2022. The adopted MRP 3.0 set forth new permit requirements and revisions to existing requirements that impact annual reporting, beginning with this year's FY 22/23 Annual Report.

Through a regional workgroup process, the FY 22/23 Municipal Annual Report Forms were developed and approved by the RWQCB, and finalized May 1, 2023. To assist Permittees in preparing for the submittal of the FY 22/23 Municipal Annual Report on September 30, 2023, Program Staff reviewed the revised forms and identified key changes to those forms. New provisions, as well as new or updated requirements, were the focus of this review. Minor changes, such as formatting and syntax changes, were noted, but are not the primary focus of this review.

Program staff have identified these key changes for each relevant Provision of MRP 3.0, and have developed a presentation that identifies those changes as a resource for Permittees.

Fiscal Impact:

None at this time.

Attachments:

MRP 3.0 FY 22/23 Annual Report Form Review Powerpoint



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MRP 3.0: REVIEW OF CHANGES TO MUNICIPAL ANNUAL REPORT FORMS

Contra Costa Clean Water Program

May 17, 2023

OVERVIEW AND PURPOSE

Overview:

- FY 22-23 Annual Report
- First Municipal Annual Report under MRP 3.0
- Due September 30, 2023 via SMARTs
- Municipal Annual Report Forms were finalized May 1st.

Purpose:

- Review of changes to Annual Report Forms
- Focus on new or updated requirements
- Minor changes (e.g. formatting, editorial changes) were noted.

PROGRAM STAFF CONTACTS

Program Staff	Subcommittee	MRP 3.0 Permit Provisions
Lisa Welsh	MonCom	C.8, C.11, C.12, C.19
Erin Lennon	Dev Com	C.3, C.3.e, C.6, C.21
Nicole Wilson	PIP	C.7, C.9.e, C.15.b.iii, C.20
Erin Lennon	MuniOps	C.2, C.4, C.5, C.9, C.10, C.13, C.15, C.17

NPDES STORMWATER PERMIT

- ⦿ C.2 Municipal Operations
- ⦿ C.3 New Development and Redevelopment
- ⦿ C.4 Industrial and Commercial Site Controls
- ⦿ C.5 Illicit Discharge Detection and Elimination
- ⦿ C.6 Construction Site Control
- ⦿ C.7 Public Information and Outreach
- ⦿ C.8 Water Quality Monitoring
- ⦿ C.9 Pesticide Toxicity Control
- ⦿ C.10 Trash Load Reduction
- ⦿ C.11 Mercury Controls
- ⦿ C.12 PCBs Controls
- ⦿ ...
- ⦿ C.15 Exempt and Conditionally Exempt Discharges
- ⦿ C.17 Discharges Associated with Unsheltered Homeless Populations

**California Regional Water Quality Control Board
San Francisco Bay Region
Municipal Regional Stormwater NPDES Permit**

**Order No. R2-2022-0018
NPDES Permit No. CAS612008
May 11, 2022**

C.2 MUNICIPAL OPERATIONS

For FY 22-23 only

- **C.2.f. Corp Yard BMPs (MRP pg. C.2-7)** -- Guidance/footnote updates for clarity/consistency with MRP
 - Provide links to Corporation Yard SWPPPs, or submit as part of 2022-2023 AR
 - Routine Inspections – 2nd section, 2nd row and table footnote: *“Minimum inspection frequency is once a year between August 1 and September 30”*

Minor Revisions: updates for clarity

- **C.2.b. Sidewalk/Plaza Maintenance and Pavement Washing**
 - *“control of polluted wash water...”*
 - More flexibility for mobile surface cleaner BMPs (*“...BASMAA Mobile Surface Cleaner and California Stormwater BMP Handbook (or similar)”*)

C.3 NEW DEVELOPMENT AND REDEVELOPMENT

New, for FY22-23 AR only:

- **C.3.a.ii. Performance Standard Implementation Summary Report**
- **C.3.b.iv.(1) Regulated Projects** with no C.3 Stormwater Treatment Requirements
 - Added if project is completed or project completion date
- **(Contra Costa Permittees only)**
 - **C.3.g.vi.(1) HM Applicability Maps**
 - **C.3.g.vi.(2) HM Plan** -- [CCCWP note: transitioning to BAHM]
- **(Optional, Rural Permittees seeking to use alt. GI) – C.3.j.v.(5)** include copy of collective proposal for Permittees with mostly rural areas, subject to EO approval
- **(Optional) – C.3.j.v.(6)** – include a copy of EO-approved report as applicable, for one-time retrofit offset credit of up to 25%

Updates/Revisions:

- **General updates to guidance/footnotes throughout for clarity**
- **C.3.e.v. Special Projects Table** - Added Total Imp. Surface Created/Replaced; # of DUs in each AMI Category for Category C (Moderate, Low, Very Low, Extremely Low)
- **C.3.h.v.(2) List of newly installed Stormwater Treatment Systems & HM Controls**
 - Guidance notes, include copy of the communication w/ vector control.
- **Added C.3.j.v.(1)(a) Non-Regulated (GI) Projects Reporting Table**

C.4 INDUSTRIAL AND COMMERCIAL SITE CONTROLS

New:

- **C.4.b.iii.(1) Business License Applications**
 - Describe who is responsible for reviewing business license applications

Removed:

- C.4.b.iii Potential Facilities List
- C.4.d.iii.(2)(e) Non-Filers (RE Industrial General Permit)

Minor edits:

- Updates to MRP subprovision references
- Guidance language clarification

C.5 ILLICIT DISCHARGE DETECTION AND ELIMINATION

New:

- **C.5.e. Mobile Sources**
 - C.5.e.iii.(2)(a)&(c) Mobile Sources Inspections and Enforcement
 - C.5.e.iii.(2)(b) Frequency of Mobile Sources Inspections by Business Type

Removed:

- C.5.c.iii Complaint and Spill Response Phone Number

Minor Edits:

- Updates to MRP subprovision references

C.6 CONSTRUCTION SITE CONTROL

Updates/Revisions:

- **C.6.e.iii.(3)(a),(b),(c),(d) Site/Inspection Totals table**
 - Added number of construction sites during at least part of the Permit year (C.6.e.iii.1.a), and other table edits
- **C.6.f.iii. Staff Training Summary**
 - Guidance clarifies how both municipal & non-municipal staff inspectors may be reported

Removed:

- C.6.e.iii.(4) Evaluation of Inspection Data
- C.6.e.iii.(4) Evaluation of Inspection Program Effectiveness

C.7 PUBLIC INFORMATION AND OUTREACH

Content Revisions:

- No major content changes were made to the C.7 annual report form. Content changes include:
 - Simple revisions to diction and table/provision names.
 - Additional table and guidance for reporting program point of contact information and efforts to publicize program resources.

Formatting Revisions:

- In FY 21/22, each permit provision had separate tables. Tables have been combined/streamlined and will allow for data tracking across multiple fiscal years.
- Formatting changes were made to provide more room for the current fiscal year's campaign descriptions.

C.8 MONITORING

Content Revisions:

- —

Formatting Revisions:

- —

C.9 PESTICIDE TOXICITY CONTROL

For FY 22-23 AR only

- C.9.a. Provide links to IPM policies or ordinances and IPM standard operating procedures

Updates per MRP:

- C.9.a. table – inclusion of Neonicotinoids

C.10 TRASH LOAD REDUCTION

New/Updates: Edits to instructions, guidance, and footnotes for clarity and consistency with MRP 3.0 requirements

- **C.10.a.ii.(a) and C.10.c. – Trash Full Capture Systems table**, installed during & pre- FY22-23; guidance differentiates between municipal vs flood management Permittee reporting
- **C.10.a.ii.(b) Trash Generation Area Management – Private Lands**
- **C.10.b.i and ii – Trash Reduction - FTC:** % plugged/blinded screens or ≥ 50% full
- **C.10.d. Long Term Trash Load Reduction Plan** – updated table instructions and guidance on 90% compliance benchmark
- **Trash Reduction Offsets** – table has been separated into 2 distinct tables and updated:
 - C.10.f.i. Creek and Shoreline Cleanups (max 10% offset)
 - C.10.f.ii. Direct Trash Discharge Controls (max 15% offset) (describe and estimate # of people experiencing unsheltered homelessness, receiving services, etc.)

Removed:

- C.10.c. Trash Hot Spot Cleanups
- Footnote RE full capture systems in non-jurisdictional areas (for Appendix 10-1)

C.11 – MERCURY CONTROLS

All subprovisions will be reported in the Program's Annual Report and Attachments (with Permittee support)

- **Countywide Program's Mercury and PCBs Control Measures Update Report (Attachment)**
 - **C.11.a** Control measures claimed in MRP 2 continue to be adequately implemented (new, same as C.12.a)
 - **C.11.b** Report on the acreage of old industrial land area investigated and ongoing at source property referrals (continuation from MRP 2, same as C.12.b)
 - **C.11.c** Report on control measure implementation consistent with the Old Industrial Area Control Measure Plan (new, same as C.12.c)
 - **C.11.d** Report on the mass of mercury-containing material collected throughout the region along with an estimate of the mass of mercury contained in recycled material. (new, but similar to MRP 1)
- **Countywide Program's Annual Report**
 - **C.11.g** Fate and Transport Study (continuation from MRP 2, same as C.12.i)
 - **C.11.h** Fish Risk Reduction Program (continuation from MRP 2, same as C.12.j)

C.12 – PCBS CONTROLS

Most subprovisions will be reported in the Program's Annual Report and Attachments (with Permittee support)

- **Countywide Program's Mercury and PCBs Control Measures Update Report (Attachment)**
 - **C.11.a** Control measures claimed in MRP 2 continue to be adequately implemented (new, same as C.12.a)
 - **C.11.b** Report on the acreage of old industrial land area investigated and ongoing at source property referrals (continuation from MRP 2, same as C.12.b)
 - **C.11.c** Report on control measure implementation consistent with the Old Industrial Area Control Measure Plan (new, same as C.12.c)
- **C.12.d** Include an inventory of bridges and overpasses in your jurisdiction, including ownership and replacement schedule (new)
- **See Countywide Program's Annual Report**
 - **C.12.d** Submit and describe the Caltrans specification for managing PCBs in bridge replacement/repair projects (new)
 - *Cont'd on the next slide*

C.12 – PCBs CONTROLS, CONT'D

- **See Countywide Program's Annual Report**
 - **C.12.e. For municipalities that own electrical utilities:**
 - Report on the removal of municipally owned PCBs-containing oil-filled electrical equipment (OFEE) from 2002 to the beginning for MRP 3 (new)
 - Provide a description of the improved spill response and reporting practices (new)
 - Summarize FY22-23 actions taken and loads avoided for removal of municipally owned PCBs-containing OFEE (new)
 - **C.12.g** Managing PCBs in Building Demo:
 - Report on enhancements to site control programs (new)
 - Provide a running list of the applicable structures that applied for a demolition permit with address, date, description, etc (continuation from MRP 2)
 - **C.12.i** Fate and Transport Study (continuation from MRP 2, same as C.11.g)
 - **C.12.j** Fish Risk Reduction Program (continuation from MRP 2, same as C.11.h)

C.13 COPPER

- 2022 AR only (FY 2021-2022), but was not reported in 2022 AR forms
 - C.13.a.iii.(1),(2),(3) Manage Waste Generated from Cleaning and Treating of Copper Architectural Features
 - C.13.b.iii.(1),(2),(3) Manage Discharges from Pools, Spas, and Fountains that Contain Copper-Based Chemicals
- Legal authority – If adequate legal authority was certified previously in FY15-16 AR, include a statement stating so. Describe any updates

C.15 EXEMPTED AND CONDITIONALLY EXEMPTED DISCHARGES

Content Revisions:

- None

Formatting Revisions:

- None

C.17 DISCHARGES ASSOCIATED WITH UNSHELTERED HOMELESS POPULATIONS (NEW PROVISION)

For FY 22-23 AR only

- **C.17.a.iii.(1) Regional BMPs Report** -- See guidance, write (as applicable) ~ *See Regional BMP Report submitted by BAMSC on behalf of Permittees to the E.O., and in the Countywide Program's FY22-23 AR*
- **C.17.a.iii.(2) BMP Implementation and Effectiveness**
 - **BMPs implementation & evaluation** -- List BMPs, evaluate effectiveness (locations and portion of population reached by BMPs), and additional actions to improve BMPs in the future

For FY 22-23 & FY 24-25 AR only

- **C.17.a.iii.(2) BMP Implementation and Effectiveness**
 - **Map** -- See guidance, write (as applicable) ~*See FY 22-23 Countywide Program AR... OR See Appendix 17-1...*

SCHEDULE AND NEXT STEPS

SCHEDULE AND NEXT STEPS

- May 2023 – Program Staff review of Annual Report forms to provide Program specific guidance
- May 2023 – Development of Permittee Annual Report Schedule, including timing for AGOL Data Requests
- June 14, 2023 – Forms and Guidance posted to Groupsite
- June 21, 2023 – Presentation at Management Committee – Review forms, instructions, and answer questions

QUESTIONS AND DISCUSSION



Date: May 17, 2023

To: Management Committee

From: Andrea Bullock, Administrative Analyst

Subject: SUA Return-To-Source Funds Reallocation

Recommendation:

Review the staff report and direct Contra Costa Clean Water Program (CCCWP) staff to return \$205,836 to Permittees based on FY 2021-22 population counts and CCCWP budget policies and assumptions.

Background:

The CCCWP assists its member agencies to implement stormwater quality activities in compliance with state and federal mandates. With the exception of the cities of Brentwood and Richmond, CCCWP Permittees' stormwater programs are funded by a Stormwater Utility Assessment (SUA). SUA rates are based on estimates of stormwater runoff based on impervious areas. The assessment revenue may only be used for National Pollution Discharge and Elimination System (NPDES) permit activities.

Approximately 18% of these revenues are used to fund NPDES permit compliance activities that municipalities choose to conduct collectively (i.e., Group Activities). The remaining 82% of the revenue is "returned-to-source" (i.e., returned to the local jurisdiction from which it originated). The return-to-source revenue pays for NPDES permit compliance activities conducted at the municipal level. Each Permittee's cost share of Group Activities is apportioned by population.

Starting in FY 2019-2020 the budget maximum for Group Activities was set at \$3.5 million per the CCCWP budget policies and assumptions. Due to increasing requirements in the municipal NPDES permit, the actual budget for group activities in FY 2021-22 was \$3.7 million, and exceeded the budget cap by about \$200,000. CCCWP budget policies and assumptions state that any unspent funds under the \$3.5 million cap would be returned to Reserves and Permittees are not charged over the \$3.5 million cap for group activities.

In FY 2021-22, all unspent funds were erroneously moved to Reserves. This resulted in an additional \$205,836 (beyond the \$3.5 million cap) taken out of the

return to source allocations, and that same amount being placed into Reserves that year.

Fiscal Impact:

If directed to reallocate the funds to return to source, Reserves account will be reduced by \$205,836.

Attachments:

Reallocation of Return to Source amounts by Permittee based on FY 21-22 population
FY 21-22 Budget Assumption/Policy

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**CONTRA COSTA CLEAN WATER PROGRAM
RETURN-TO-SOURCE REALLOCATION
FOR FISCAL YEAR 2021/22**

City/County/State	Prorata % of Program ⁽²⁾	SUA Budget ⁽³⁾ Allocation
CONTRA COSTA COUNTY		\$ 205,836
ANTIOCH	9.75%	\$ 20,078
BRENTWOOD	5.64%	\$ 11,619
CLAYTON	0.98%	\$ 2,023
CONCORD	11.28%	\$ 23,222
DANVILLE	3.80%	\$ 7,829
EL CERRITO	2.16%	\$ 4,452
HERCULES	2.21%	\$ 4,555
LAFAYETTE	2.22%	\$ 4,569
MARTINEZ	3.22%	\$ 6,621
MORAGA	1.47%	\$ 3,024
OAKLEY	3.68%	\$ 7,577
ORINDA	1.65%	\$ 3,392
PINOLE	1.69%	\$ 3,480
PITTSBURG	6.44%	\$ 13,261
PLEASANT HILL	2.97%	\$ 6,114
RICHMOND	9.64%	\$ 19,845
SAN PABLO	2.72%	\$ 5,605
SAN RAMON	7.21%	\$ 14,831
WALNUT CREEK	6.14%	\$ 12,644
UNINCORP. COUNTY	15.11%	\$ 31,094
	100.00%	\$ 205,836

FY 2021/22 Budget Policy Direction and Assumptions

Budget Policy Direction:

- * **Budget Reduction.** Determine any budget reduction through the normal budget deliberation process.
- * **Staffing Levels.** Develop a budget with all staff positions filled, which could be amended if the organization structure changes.
- * **Staff Augmentation.** Develop a budget without staff augmentation.
- * **AGOL/GIS.** Retain the \$50,000 budget item to develop a needs assessment in FY 21/22.
- * **BASMAA.** Retain a \$40,000 BASMAA budget item for regional collaboration and \$10,000 for developing a new organization agreement
- * **MRP 3.0 Negotiations.** Provide some budget capacity for technical support associated with permit negotiations.

Budget Assumptions:

- * **Budget Ceiling.** Assume a maximum contribution to the budget from SUA funds of \$3.5 million.
- * **Contingency.** Assume a contingency of 2%.
- * **Cost Increases.** Assume a 3% increase in staff salaries and consultant salaries except for a Watershed Resources Consulting increase
- * **Investments.** Continue investing up to \$1.2 million of reserves at six month increments.
- * **Unspent Funds.** Place any unspent funds at the close of the fiscal year into the Reserve Fund.
"Unspent funds" are monies left over when the total amount spent during the fiscal year is subtracted from the approved budget, plus
- * **MRP 3.0 Requirements.** Assume no new requirements will be in effect before July 2022.



Date: May 17, 2023

To: Management Committee

From: Lisa Welsh (Geosyntec), CCCWP Consultant for Monitoring Committee

Subject: MRP 3 Enhancements to Programs for Managing PCBs during Demolition

Recommendation:

Approve the Updated Model Applicant Package and Construction Program Enhancement Options technical memorandum associated with MRP 3 requirements for managing PCBs during building demolition.

Background:

MRP 3.0 Provision C.12.g. requires that before issuing a demolition permit, Permittees must continue to implement the program developed during MRP 2.0 for managing PCB-containing materials during building demolition. Applicable Structures are defined as buildings built or remodeled from January 1, 1950, through December 31, 1980, with the following exemptions: single-family residential buildings, wood-framed buildings, and buildings undergoing partial demolition. MRP 3.0 additionally requires new enhancements to the program, including as of July 1, 2023, for demolition of Applicable Structures containing building materials with PCBs concentrations ≥ 50 ppm, requiring Permittees to:

- Require demolition contractors to provide notification to the Permittees, the Water Board, and U.S. EPA at least one week before any demolition is to occur.
- Ensure construction sites are inspected during demolition and enhance their construction site control program to minimize migration of PCBs into the MS4. Enhancements may include inspecting demolition sites monthly during demolition activities in the dry season (May – September) and requiring the demolition contractors to sweep the project sites and the streets around the property with street sweepers that will effectively remove sediment and dust. Beginning with the 2023 rainy season, inspect demolition sites pursuant to MRP 3.0 Provision C.6 to ensure that effective construction pollutant controls are used to prevent discharge into the MS4.

- Verify that PCBs in demolished buildings are properly managed to minimize transport to the MS4 by obtaining official documentation that the building materials with PCBs concentrations ≥ 50 ppm in demolished Applicable Structures were disposed appropriately according to state/federal regulations.

MRP 3.0 Provision C.12.g. reporting requirements specify that in their 2023 Annual Report, Permittees discuss enhancements to their construction site control program to minimize migration of PCBs from demolition activities into the MS4. Beginning with their 2023 Annual Report, Permittees are required to provide:

- The number of Applicable Structures that applied for a demolition permit during the reporting year.
- A running list of the Applicable Structures that applied for a demolition permit since July 1, 2019, the number of samples each structure collected, and the concentration of PCBs in each sample.
- For each applicable structure, with PCBs concentrations ≥ 50 ppm: the project address, the demolition date, and a brief description of the PCBs-containing materials.

In addition, beginning with their 2024 Annual Report, MRP 3.0 requires that Permittees provide the following: whether the site was inspected during demolition, and for those cases where notification and advance approval from the U.S. EPA is not required and were approved for demolition after June 30, 2023, the hazardous waste manifest prepared for transportation of the material to a disposal facility.

BAMSC Project of Regional Benefit

To assist Permittees in meeting the new permit requirements, a BASMC project of regional benefit was formed. The total project was \$35,000 and the in-kind contribution from CCCWP was \$7,210. The lead in-kind staff for the project coordinated the following tasks:

1. Convened a Work Group comprised of Permittees and Program staff from each Countywide program;
2. Updated the existing BASMAA Model Applicant Package to accommodate the new tracking and reporting requirements; and
3. Developed a proposed set of inspection program enhancements, building on the current C.6 inspection program.

Schedule:

The project Work Group was convened in October 2022. The project kick-off meeting was held on November 7, 2022. A second meeting, to discuss the draft Model Applicant Package, was held on March 2, 2023.

Second draft products were shared with the Work Group on April 2 and distributed to CCCWP Permittees through Development Committee and Monitoring Committee on April 7. CCCWP Staff compiled comments via written feedback and discussion at the April 10 Monitoring Committee meeting. CCCWP Staff submitted the compiled comments with the Project Work Group leads on April 19.

Final draft products were shared with the Work Group on May 5, 2023, and included the Updated Model Applicant Package, Construction Program Enhancement Options technical memorandum, and a response to comments summary table (see attached). BAMSC Steering Committee will be asked to review the final draft products at its May 25 meeting.

The MRP requires Permittees to begin implementing updated PCBs/Demolition Program enhancements no later than July 1, 2023.

Fiscal Impact:

None.

Attachments:

Attachment 1. Updated Model Applicant Package

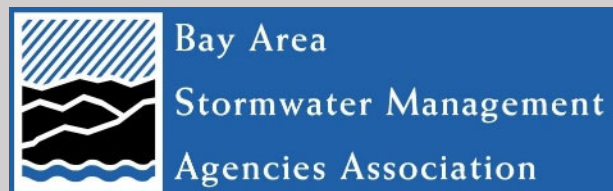
Attachment 2. Technical Memo: Construction Program Enhancement Options

Attachment 3. Response to Comments Summary Table

PCBs in Priority Building Materials: Model Screening Assessment Applicant Package



Managing PCBs–Containing Building Materials during Demolition: Guidance, Tools, Outreach and Training



August 2018
(Revised November 2019 and May 2023)

This document is a deliverable of the Bay Area Stormwater Management Agencies Association (BASMAA) project *Managing PCBs–Containing Building Materials during Demolition: Guidance, Tools, Outreach and Training*. BASMAA developed guidance, tools, and outreach and training materials to assist with San Francisco Bay Area municipal agencies’ efforts to address the requirements of Provision C.12.f. of the Bay Area Municipal Regional Stormwater Permit (referred to as the MRP). Provision C.12.f. of the MRP requires Permittees to manage PCBs–containing building materials during demolition. This document was updated to include additional requirements in MRP 3.0 (Order No. R2-2022-0018) Provision C.12.g.

We gratefully acknowledge the BASMAA Steering Committee for this project, which provided overall project oversight (during 2018 and earlier), including during the development of this and other project deliverables:

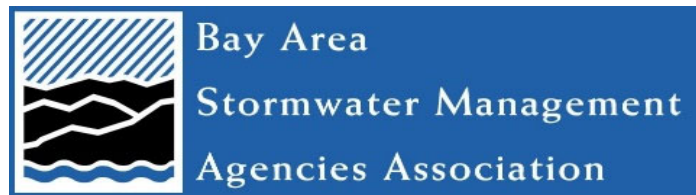
- Reid Bogert, Stormwater Program Specialist, San Mateo Countywide Water Pollution Prevention Program (BASMAA Project Manager)
- Amanda Booth, Environmental Program Analyst, City of San Pablo
- Kevin Cullen, Program Manager, Fairfield-Suisun Urban Runoff Management Program
- Matt Fabry, Program Manager, San Mateo Countywide Water Pollution Prevention Program
- Gary Faria, Supervisor, Inspection Services, Building Inspection Division, Contra Costa County
- Napp Fukuda, Deputy Director - Watershed Protection Division, City of San José
- Ryan Pursley, Chief Building Official, Building Division, City of Concord
- Pam Boyle Rodriguez, Manager, Environmental Control Programs – Stormwater, City of Palo Alto
- Jim Scanlin, Program Manager, Alameda Countywide Clean Water Program
- Melody Tovar, Regulatory Programs Division Manager, City of Sunnyvale

We also gratefully acknowledge the project Technical Advisory Group, which provided feedback from a variety of project stakeholders during development of selected project deliverables:

Stakeholder Group	Representative(s)
Regulatory – stormwater/PCBs	Luisa Valiela and Carmen Santos, U.S. EPA Region 9
Regulatory – stormwater/TMDL	Jan O’Hara, San Francisco Bay Regional Water Quality Control Board
Regulatory – experience with related program (asbestos management)	Ron Carey and Richard Lew, Bay Area Air Quality Management District
Industry – demolition contractors	Avery Brown, Ferma Corporation
Industry – remediation consultants	John Martinelli, Forensic Analytical Consulting John Trenev, Bayview Environmental Services, Inc.
MRP Permittee – large municipality	Patrick Hayes, City of Oakland
MRP Permittee – medium municipality	Kim Springer, San Mateo County Office of Sustainability
MRP Permittee – small municipality	Amanda Booth, City of San Pablo

Prepared for:

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Prepared by:

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Larry Walker Associates
Geosyntec Consultants
Stephanie Hughes
David J. Powers & Associates, Inc.



PCBs in Priority Building Materials: Model Screening Assessment Applicant Package

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Attachments

A – Process Flow Chart

B – PCBs in Priority Building Materials Screening Assessment Form

C – Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

DISCLAIMER

Information contained in BASMAA products is to be considered general guidance and is not to be construed as specific recommendations for specific cases. BASMAA is not responsible for the use of any such information for a specific case or for any damages, costs, liabilities, or claims resulting from such use. Users of BASMAA products assume all liability directly or indirectly arising from use of the products.

The material presented in this document is intended solely for the implementation of a municipal regulatory program required by the San Francisco Bay Area Regional Water Quality Control Board Municipal Regional Stormwater Permit for the protection of water quality under the Clean Water Act.

BASMAA prepared the tools and guidance herein to assist MRP Permittees' efforts to address the requirements of Provision C.12.f. of the MRP. The project team received input from a variety of stakeholders during development of the tools and guidance, including regulators (San Francisco Bay Regional Water Quality Control Board, U.S. EPA, and Bay Area Air Quality Management District staff), Bay Area municipal agency staff, and industry representatives.

This document does not address other environmental programs or regulations (e.g., PCBs regulations under the Toxic Substances Control Act (TSCA); federal, state, or local regulations for hazardous material handling and hazardous waste disposal; health and safety practices to mitigate human exposure to PCBs or other hazardous materials; recycling mandates; and abatement at sites with PCBs (or other contaminants)). The Applicant is responsible for knowing and complying with all relevant laws and regulations.

The mention of commercial products, their source, or their use in connection with information in BASMAA products is not to be construed as an actual or implied approval, endorsement, recommendation, or warranty of such product or its use in connection with the information provided by BASMAA.

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Process Overview

This document provides a model PCBs in Priority Building Materials Screening Assessment process to be conducted by demolition project proponents (Applicants). A flow chart illustrating the above processes is provided in **Attachment A**.

Applicants proposing to demolish buildings must conduct the PCBs screening assessment. Through the PCBs screening assessment Applicants will:

- 1) Determine whether the building proposed for demolition is likely to have PCBs-containing building materials (see discussion of applicable structure); and
- 2) Determine whether PCBs are present at a concentration equal to or greater than 50 parts per million (ppm) in building materials.

Use the *PCBs Screening Assessment Form (Attachment B)* to summarize and certify the information required by the municipality to issue the demolition permit. The form is divided into four parts:

- **Part 1** provide Applicant information and project location.
- **Part 2** complete the questions to identify whether the project involves an applicable structure. If the demolition does not involve an applicable structure, the form may be certified and submitted without completing Part 3.
- **Part 3** complete the questions to provide the concentrations of PCBs in any priority building materials.
- **Part 4** certify the information being submitted.

Note that fluorescent light ballasts, polyurethane foam furniture, and Askarel fluid used in transformers, all of which may contain PCBs, are typically managed during pre-demolition activities under current regulations and programs that require removal of universal waste and outdated transformers. For this process it is assumed that those materials will be evaluated and managed under those existing programs.

This screening process is part of a program for water quality protection and was designed in accordance with requirements in the MRP.¹ It does not address other environmental programs or regulations (e.g., PCBs regulations under the Toxic Substances Control Act (TSCA); federal, state, or local regulations for hazardous material handling and hazardous waste disposal; health and safety practices to mitigate human exposure to PCBs or other hazardous materials; recycling mandates; or abatement at sites with PCBs (or other contaminants). **The Applicant is responsible for complying with all relevant laws and regulations. See the Federal and State PCBs Regulations section for additional information.**

Water quality within the San Francisco Bay Region is regulated by the San Francisco Bay Area Regional Water Quality Control Board (Regional Water Board).

The Regional Water Board issues the Municipal Regional Permit (MRP)¹ that regulates discharges of stormwater runoff. The MRP includes provisions for reducing discharges of polychlorinated biphenyls (PCBs) in stormwater runoff and requires municipalities to implement a program to manage priority PCBs—containing building materials during demolition.

Existing federal and state regulations create the framework for managing PCBs in building materials once those PCBs are identified through this program and for disposing of wastes containing PCBs.

¹ A National Pollutant Discharge Elimination System (NPDES) permit issued to municipalities in the counties of Alameda, Contra Costa, San Mateo, and Santa Clara, and the Cities of Fairfield, Suisun City, and Vallejo.

Applicant Instructions for Completing the PCBs Screening Assessment Form

Applicants for demolition permits or other permits that involve the complete demolition of a building must conduct an assessment to screen for PCBs in priority building materials. Use the *PCBs Screening Assessment Form*, to summarize and certify the information needed by the municipality to issue a demolition permit. The form is provided in **Attachment B**. If the project includes the demolition of multiple buildings complete one form for each building to be demolished.

Part 1. Owner and project information

Complete the owner and consultant information and the project location information.

For the Type of Construction select one of the following options:

- **Wood Frame** (Buildings constructed with lumber or timbers, which make up the studs, plates, joists, and rafters.)
- **Masonry Construction** (Buildings constructed with concrete blocks or bricks as the load bearing walls typically with the floors and ceilings constructed with wooden joists.)
- **Steel Frame Construction** (Buildings constructed with steel studs or steel columns and steel joists or trusses to support floors and roofs. Includes light gauge steel construction and high-rise steel construction.)
- **Concrete Frame** (Buildings constructed with reinforced concrete columns, concrete beams, and concrete slabs.)
- **Pre-Engineered** (Buildings constructed with pre-engineered parts bolted together.)

Part 2. Is building subject to the screening requirement based on type, use, and age of the building?

Part 2 documents the determination of whether the proposed demolition will affect an applicable structure. If the demolition does not affect an applicable structure, then the assessment is complete, and the form can be certified.

This determination screens out buildings that are a lower priority with regard PCBs-containing materials and provides an off-ramp from the rest of the screening process.

Key Definitions

Demolition means the wrecking, razing, or tearing down of any entire building. The definition is intended to be consistent with the demolition activities undertaken by contractors with a C-21 Building Moving/Demolition Contractor's License.

Priority Building Materials are:

1. Caulk;
2. Thermal insulation;
3. Fiberglass insulation;
4. Adhesive mastics; and
5. Rubber window gaskets.

Buildings are structures with a roof and walls standing more or less permanently in one place. Buildings are intended for human habitation or occupancy.

Applicable Structure is defined as building constructed or remodeled between January 1, 1950 and December 31, 1980. Wood framed buildings and single-family residential buildings are not an Applicable Structure regardless of the age of the building.

Question 2.a: Is the building to be demolished wood framed and/or single family residential?

- If YES the PCBs Screening Assessment is complete, skip to the certification in Part 4.
- If NO, continue to Question 2.b.

Question 2.b: Was the building to be demolished constructed or remodeled between January 1, 1950 and December 31, 1980?

- If YES continue to Question 2.c.
- If NO, the PCBs Screening Assessment is complete, skip to the certification in Part 4.

Question 2.c: Is the proposed demolition a complete demolition of the entire building (as defined in key definitions of this document)?

- If YES continue to Part 3.
- If NO, the PCBs Screening Assessment is complete, skip to the certification in Part 4.

Studies have found the highest concentrations of PCBs in building materials in buildings that were built or remodeled from 1950 to 1980.

For this process, the date that the building permit was issued will be used to determine applicability.

Part 3. Report concentrations of PCBs in priority building materials

Part 3 documents the results of the assessment of PCBs concentrations in priority building materials.² Part 3 is only required for proposed demolition of an applicable structure, as determined in Part 2. Check the option used.

- **Option 1** Conduct representative sampling and analysis of the priority building materials per the *Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition* (August 2018) provided in **Attachment C**.
- **Option 2** Use existing sampling results of the priority building materials. Applicants who have conducted sampling prior to the publication of the protocol may use that data provided it is consistent with the protocol (e.g., analytical methods, sample collection frequency, QA/QC). It is anticipated that prior sampling results will rarely be available and that most Applicants will need to use Option 1.

3.a Option 1 – Conduct representative sampling

Check this box if you conducted representative sampling and analysis of the priority building materials per the *Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition* (August 2018) (**Attachment C**).

- Complete the applicable tables for each priority building material.
- Attach the contractor's report³ documenting the evaluation results.
- Attach (or include in the contractor's report) the QA/QC checklist (see **Attachment C**, Section 3.2.4).
- Attach copies of the analytical data reports.

² The applicant is responsible for conducting the assessment, including collecting samples, chemical analysis, and documentation of the results.

³ The contractor's report of the findings of the PCBs building material evaluation. See section 3 of Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (Attachment C).

3.a Option 2 – Use existing sampling records

In some cases, a property owner may have conducted sampling of the priority building materials for PCBs. If such data exist, you may use these data to demonstrate the concentration of PCBs in the priority building materials for the PCBs screening. However, if the sampling must be consistent with the *Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition*.

- Complete the applicable tables for each priority building material.
- Attach the contractor's report/statement that the results are consistent with the *Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition*.
- Attach copies of the analytical data reports.

Part 3 Tables Summarize concentrations of PCBs in priority building materials

Use these tables to summarize the concentrations of PCBs in the priority building materials.

- Each page of the table is for a different material. Duplicate the pages as needed to report all concentration data.
- A blank page is provided. Applicants have the option of submitting PCBs concentration data on other materials in addition to the priority building materials.

Column 1: required for all priority building material PCBs concentrations

- Use column 1 to report all PCBs concentrations in the priority building materials. Provide short description of the sample location, concentration.

Column 2: only required for PCBs concentrations ≥ 50 ppm

- Use column 2 to estimate the amount of material associated with each sample.

Note: MRP Provisions C.12.g.ii (3) and (4) require municipalities to enhance their construction site stormwater program for demolition sites where PCBs are detected at concentrations of ≥ 50 ppm. These additional requirements may include the implementation of enhanced erosion control, sediment control, and good housekeeping BMPs to minimize migration of PCBs into the storm drainage system during demolition. Check with the municipality issuing the demolition permit for BMP requirements. Additionally, the site may be inspected more frequently to ensure the proper implementation of the BMPs. As noted in Part 4, the Applicant must keep the municipality informed of the demolition schedule.

Part 4. Certification

- Complete the certification. The certification must be signed by the property owner or the owner's agent or legal representatives and the consultant who completed the application form. Completing and signing the certification indicates that the Applicant:
 - Has provided information in the form that is true, accurate, and complete;
 - Understands the responsibility for knowing and complying with all relevant laws and regulations related to reporting, abating, and handling and disposing of PCBs materials and wastes;
 - Will notify the Regional Water Board, US EPA, and the municipality at least five working days in advance of the of the start of demolition;
 - Within five working days after the demolition is complete, will notify the municipality of the actual demolition date(s).

- Within five working days of it being determined, will notify the municipality whether notification and advance approval from the U.S. EPA is required for this site.⁴
- If it is determined⁵ that notification and advance approval from the U.S. EPA is not required for this site, will submit the hazardous waste manifest for the disposal of PCBs materials to the municipality within five working days of it becoming available.

Regarding your responsibility for knowing and complying with all relevant laws and regulations related to reporting, abating, and handling and disposing of PCBs materials and wastes, there are significant penalties for submitting false information.

Regarding your responsibility to follow through with the above notifications and submittals, consequences for lack of compliance may include:

- Revoking site development/building permits;
- Referral to appropriate regulatory agencies; and/or
- Fines or other penalties.

For further information, contact the municipality with jurisdiction over the demolition.

⁴ Provision C.12.g.iii (4) states: " Beginning with their 2024 Annual Report, Permittees shall provide the following: ...and for those cases where notification and advance approval from the U.S. EPA is not required and were approved for demolition after June 30, 2023, the hazardous waste manifest prepared for transportation of the material to a disposal facility." It appears that the intent is that it is necessary to provide the manifest when EPA is not involved with the site remediation. Under some circumstances (that should be described in available EPA guidance) these types of PCBs remediations can be self-implemented and do not necessarily require any involvement by EPA staff. If self-implemented and EPA is not involved, then the municipality should require the Applicant to submit the manifest to the municipality so that the municipality can provide it in its Annual Report.

⁵ The Applicant makes this determination.

Federal and State PCBs Regulations

Applicants that determine PCBs exist in priority building materials must follow applicable federal and state laws. This may include reporting to U.S. Environmental Protection Agency (USEPA), the San Francisco Bay Regional Water Quality Control Board, and the California Department of Toxic Substances Control (DTSC). These agencies may require additional sampling and abatement of PCBs.

Depending on the approach for sampling and removing building materials containing PCBs, you may need to notify or seek advance approval from USEPA before building demolition. Even in circumstances where advance notification to or approval from USEPA is not required before the demolition activity, the disposal of PCBs waste is regulated under Toxic Substances Control Act (TSCA).

Additionally, the disposal of PCBs waste is subject to California Code of Regulations (CCR) California Code of Regulations (CCR) Title 22, Section Division 4.5, Chapter 12, Standards Applicable to Hazardous Waste Generators.

Building owners and employers need to consider worker and public safety during work involving hazardous materials and wastes including PCBs.

In addition, see below Notes Regarding Federal and State PCBs Regulations.

Notes Regarding Federal and State PCBs Regulations

1. See 40 Code of Federal Regulations (CFR) 761.3 for important information relative to disposal of PCBs-containing building materials, including definitions of PCBs bulk product wastes and PCBs remediation wastes. Also see the memorandum dated October 24, 2012 "PCB Bulk Product Waste Reinterpretation" from Suzanne Rudzinski, Director, Office of Resource Conservation and Recovery, EPA.
2. Disposal of PCBs wastes are subject to TSCA requirements such as manifesting of the waste for transportation and disposal. See 40 CFR 761 and 40 CFR 761, Subpart K.
3. TSCA-regulated does not equate solely to materials containing PCBs at or above 50 ppm. There are circumstances in which materials containing PCBs below 50 ppm are subject to regulation under TSCA. See 40 CFR 761.61(a)(5)(i)(B)(2)(ii).
4. Disposal of PCBs wastes are subject to California Code of Regulations (CCR) Title 22, Section Division 4.5, Chapter 12, Standards Applicable to Hazardous Waste Generators.
5. California hazardous waste regulatory levels for PCBs are 5 ppm based on the Soluble Threshold Limit Concentration test and 50 ppm based on the Total Threshold Limit Concentration test, see CCR, Title 22, Section 66261.24, Table III.

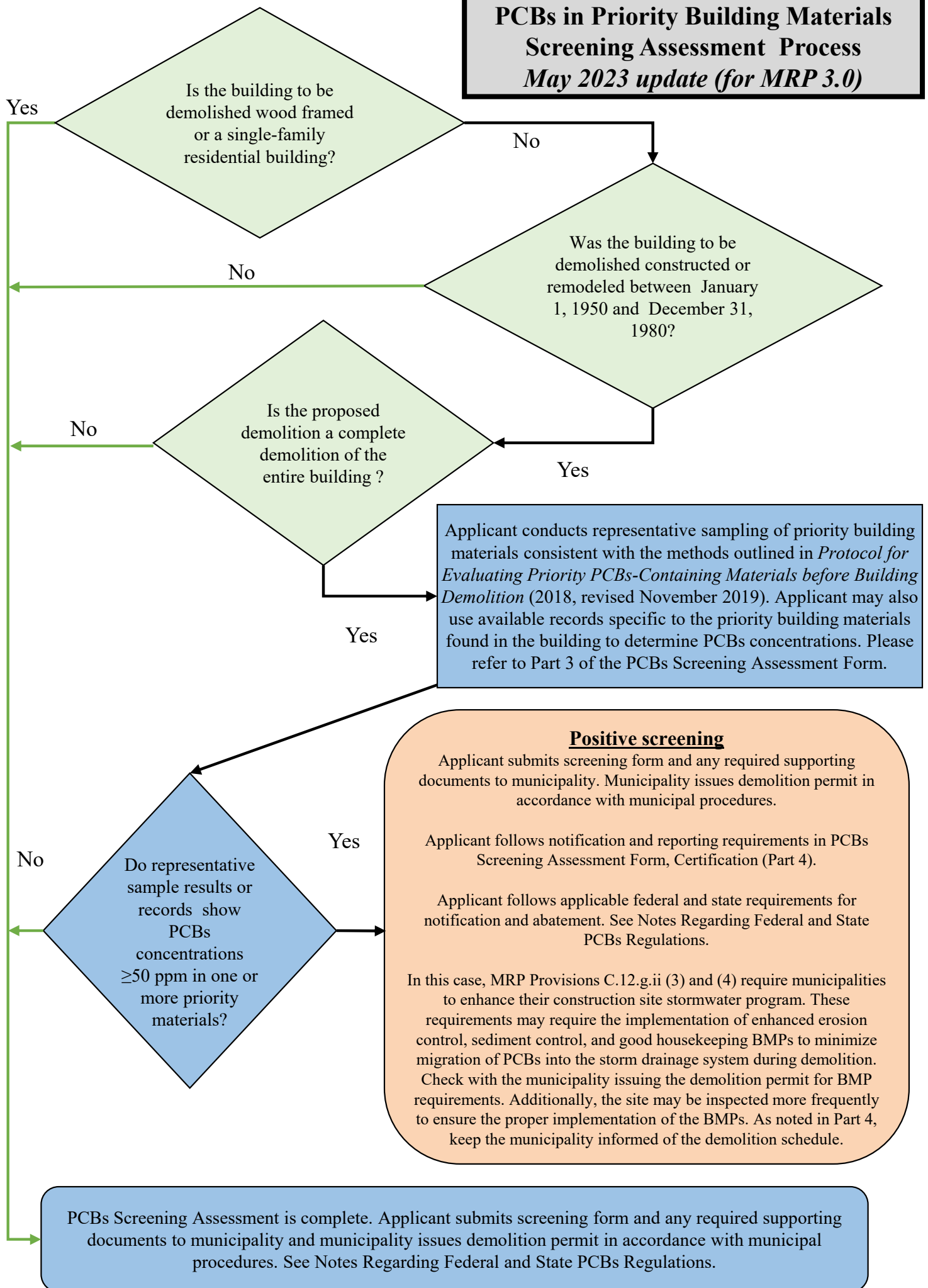
Agency Contacts

Applicants should contact the appropriate agencies and review the relevant guidance and information about PCBs in building materials. Municipal staff are not able to advise you on the requirements of the applicable federal and state laws.

Agency	Contact	Useful Links
US Environmental Protection Agency	Carmen Santos (415) 972-3360 santos.carmen@epa.gov	https://www.epa.gov/pcbs (EPA PCB website) https://www.epa.gov/pcbs/questions-and-answers-about-polychlorinated-biphenyls-pcbs-building-materials (PCBs in Building Materials Fact Sheet and Q/A Document) https://www.epa.gov/pcbs/pcb-facility-approval-streamlining-toolbox-fast-streamlining-cleanup-approval-process (USEPA PCB Facility Approval Streamlining Toolbox (PCB FAST)) https://www.epa.gov/pcbs/polychlorinated-biphenyls-pcbs-building-materials#Test-Methods (See Information for Contractors Working in Older Buildings that May Contain PCBs)
San Francisco Bay Regional Water Quality Control Board	Imtiaz-Ali Kalyan (510) 622-2499 Imtiaz-Ali.kalyan@waterboards.ca.gov Cheryl Prowell (510) 622-2499 Cheryl.Prowell@waterboards.ca.gov	https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/TMDLs/sfbaypcbstmdl.shtml https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/sitecleanupprogram.html
Department of Toxic Substances Control	Regulatory Assistance Office 1-800-72TOXIC RAO@dtsc.ca.gov	http://www.dtsc.ca.gov/SiteCleanup/Brownfields/upload/PUB_SMP_Guide-to-Selecting-a-Consultant.pdf
California Division of Occupational Safety and Health (known as Cal/OSHA)	CalOSHA Consultations Services 1-800-963-9424	https://www.dir.ca.gov/dosh/consultation.html

Attachment A
Process Flow Chart

**PCBs in Priority Building Materials
Screening Assessment Process
May 2023 update (for MRP 3.0)**



Is the building to be demolished wood framed or a single-family residential building?

No

Was the building to be demolished constructed or remodeled between January 1, 1950 and December 31, 1980?

No

Is the proposed demolition a complete demolition of the entire building ?

No

Yes

Yes

Applicant conducts representative sampling of priority building materials consistent with the methods outlined in *Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition* (2018, revised November 2019). Applicant may also use available records specific to the priority building materials found in the building to determine PCBs concentrations. Please refer to Part 3 of the PCBs Screening Assessment Form.

Positive screening

Applicant submits screening form and any required supporting documents to municipality. Municipality issues demolition permit in accordance with municipal procedures.

Applicant follows notification and reporting requirements in PCBs Screening Assessment Form, Certification (Part 4).

Applicant follows applicable federal and state requirements for notification and abatement. See Notes Regarding Federal and State PCBs Regulations.

In this case, MRP Provisions C.12.g.ii (3) and (4) require municipalities to enhance their construction site stormwater program. These requirements may require the implementation of enhanced erosion control, sediment control, and good housekeeping BMPs to minimize migration of PCBs into the storm drainage system during demolition. Check with the municipality issuing the demolition permit for BMP requirements. Additionally, the site may be inspected more frequently to ensure the proper implementation of the BMPs. As noted in Part 4, keep the municipality informed of the demolition schedule.

No

Do representative sample results or records show PCBs concentrations ≥ 50 ppm in one or more priority materials?

Yes

PCBs Screening Assessment is complete. Applicant submits screening form and any required supporting documents to municipality and municipality issues demolition permit in accordance with municipal procedures. See Notes Regarding Federal and State PCBs Regulations.

Attachment B
PCBs in Priority Building Materials Screening
Assessment Form

PCBs Screening Assessment Form

May 2023 Update (for MRP 3.0)

For Municipality Use Only

Date Received

File #

This screening process is part of a program for water quality protection and was designed in accordance with requirements in the Bay Area regional municipal stormwater NPDES permit (referred to as the Municipal Regional Permit). This process **does not** address other environmental programs or regulations (e.g., PCBs regulations under the Toxic Substances Control Act (TSCA); federal, state, or local regulations for hazardous material handling and hazardous waste disposal; health and safety practices to mitigate human exposure to PCBs or other hazardous materials; recycling mandates; or abatement at sites with PCBs or other contaminants). **The applicant is responsible for knowing and complying with all relevant laws and regulations. See the Federal and State PCBs Regulations section for additional information.**

Complete all applicable parts of the PCBs Screening Assessment Form and submit with your demolition permit application. See “PCBs in Priority Building Materials: Model Screening Assessment Applicant Package, Applicant Instructions for Completing the PCBs Screening Assessment Form.”

All Applicants must complete Part 1 and Part 2.

Part 1. Owner/Consultant and project information		
Owner Information		
Name		
Address		
City	State	Zip
Contact (Agent)		
Phone	Email	
Consultant Information		
Firm Name		
Address		
City	State	Zip
Contact Person		
Phone	Email	
Project Location¹		
Address		
City	State CA	Zip
APN (s)		
Year Building was Built	Type of Construction	
Estimated Demolition Date		

¹If the project includes the demolition of multiple buildings complete one form for each building to be demolished.

Part 2. Is building subject to the PCBs screening requirement based on type, use, and age of the building?	
2.a	Is the building to be demolished wood framed and/or single family residential? <input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ➤ If the answer to question 2.a is Yes, the PCBs Screening Assessment is complete, skip to Part 4. ➤ If the answer is No, continue to Question 2.b. 	
2.b	Was the building to be demolished constructed or remodeled between January 1, 1950 and December 31, 1980? <input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ➤ If the answer to Question 2.b is No the PCBs Screening Assessment is complete, skip to Part 4. ➤ If the answer is Yes, continue to Question 2.c. 	
2.c	Is the proposed demolition a complete demolition of the entire building? <input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ➤ If the answer to Question 2.c is No the PCBs Screening Assessment is complete, skip to Part 4. ➤ If the answer is Yes, complete Part 3. 	

The results of Part 2 determine whether the building is an Applicable Structure¹ (i.e., the answer to question 2.a is No and 2.b is Yes) and the proposed demolition is a complete demolition of the entire building, (i.e., the answer to question 2.c is Yes) and therefore the Applicant must complete Part 3 and the Part 3 tables (see below for these tables).

Part 3. Report concentrations of PCBs in priority building materials²	
<p>Note: if a material has been determined to contain asbestos, lead or other hazardous substances and will be abated under an associated waste program, that material need not be sampled for PCBs under this program.</p> <p>Option 1. Conduct Representative Sampling. Applicants conducted representative sampling and analysis of the priority building materials per the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (2018, revised November 2019) (Attachment C of the PCBs in Priority Building Materials: Model Screening Assessment Applicant Package).</p> <p>Option 2. Use Existing Sampling Records. Applicants possess existing sample results that are consistent with the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (2018, revised November 2019) (Attachment C of the PCBs in Priority Building Materials: Model Screening Assessment Applicant Package).</p>	
3.a Select option and report PCBs concentrations in the priority building materials and the source of data for each of the priority building materials. Provide the required supporting information.	
<input type="checkbox"/> Option 1 Conduct Representative Sampling <ul style="list-style-type: none"> <input type="checkbox"/> Summarize results on Part 3 Tables; and provide the following supporting information (all three of the below types of documentation are required): <input type="checkbox"/> Contractor’s report documenting the assessment results; <input type="checkbox"/> QA/QC checklist (see Attachment C, section 3.2.4); and <input type="checkbox"/> Copies of the analytical data reports. 	<input type="checkbox"/> Option 2 Use Existing Sampling Records <ul style="list-style-type: none"> <input type="checkbox"/> Summarize results on Part 3 Tables; and provide the following supporting information (both of below types of documentation are required): <input type="checkbox"/> Contractor’s report/statement documenting that the results are consistent with the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition. <input type="checkbox"/> Copies of the analytical data reports.

¹An Applicable Structure is defined as a building constructed or remodeled between January 1, 1950 and December 31, 1980. Wood framed buildings and single-family residential buildings are not an Applicable Structure regardless of the age of the building. See PCBs in Priority Building Materials: Model Screening Assessment Applicant Package, Applicant Instructions for Completing the PCBs Screening Assessment Form.

²The Priority Building Materials are: 1. Caulk; 2. Thermal insulation; 3. Fiberglass insulation; 4. Adhesive mastics; and 5. Rubber window gaskets.

All Applicants must complete Part 4.

Part 4. Certification

I certify that the information provided in this form is, to the best of my knowledge and belief, true, accurate, and complete. I further certify that I understand my responsibility for knowing and complying with all relevant laws and regulations related to reporting, abating, and handling and disposing of PCBs materials and wastes. I understand there are significant penalties for submitting false information. I will retain a copy of this form and the supporting documentation for at least 5 years.

I further certify that if the demolition site has an Applicable Structure¹ containing building materials with PCBs concentrations of 50 ppm or greater² at the time such structure undergoes demolition:

- (1) I will notify <munipality to add its name>, the San Francisco Bay Regional Water Quality Control Board, and U.S. EPA at least five working days in advance of the start of the demolition.
- (2) Additional notifications:
 - a. Within five working days after the demolition is complete, I will notify <munipality to add its name> of the actual demolition date(s).
 - b. Within five working days of it being determined, I will notify <munipality to add its name> whether notification and advance approval from the U.S. EPA is required for this site.³
 - c. If it is determined⁴ that notification and advance approval from the U.S. EPA is not required for this site, I will submit the hazardous waste manifest for the disposal of PCBs materials to <munipality to add its name> within five working days of it becoming available.

Signature: _____ Date: _____
 (Property Owner/Agent/Legal Representative)

Print/Type: _____
 (Property Owner/Agent/Legal Representative Name)

Signature: _____ Date: _____
 (Consultant Completing Application Form)

Print/Type: _____
 (Consultant Completing Application Form)

¹Applicable Structure is defined as building constructed or remodeled between January 1, 1950 and December 31, 1980. Wood framed buildings and single-family residential buildings are not an Applicable Structure regardless of the age of the building. See *PCBs in Priority Building Materials: Model Screening Assessment Applicant Package, Applicant Instructions for Completing the PCBs Screening Assessment Form*

²If PCBs are detected at concentrations ≥ 50 ppm, MRP Provisions C.12.g.ii (3) and (4) require municipalities to enhance their construction site stormwater program. These requirements may require the implementation of enhanced erosion control, sediment control, and good housekeeping BMPs to minimize migration of PCBs into the storm drainage system during demolition. Check with the municipality issuing the demolition permit for BMP requirements. Additionally, the site may be inspected more frequently to ensure the proper implementation of the BMPs. As noted in Part 4, keep the municipality informed of the demolition schedule.

³Provision C.12.g.iii (4) states: " Beginning with their 2024 Annual Report, Permittees shall provide the following: ...and for those cases where notification and advance approval from the U.S. EPA is not required and were approved for demolition after June 30, 2023, the hazardous waste manifest prepared for transportation of the material to a disposal facility." It appears that the intent is that it is necessary to provide the manifest when EPA is not involved with the site remediation. Under some circumstances (that should be described in available EPA guidance) these types of PCBs remediations can be self-implemented and do not necessarily require any involvement by EPA staff. If self-implemented and EPA is not involved, then the municipality should require the Applicant to submit the manifest to the municipality so that the municipality can provide it in its Annual Report.

⁴The Applicant makes this determination.

Applicants that determine PCBs exist in building materials must follow applicable federal and state laws. This may include reporting to U.S. Environmental Protection Agency (USEPA), the San Francisco Bay Regional Water Quality Control Board, and the California Department of Toxic Substances Control (DTSC). These agencies may require additional sampling and abatement of PCBs. Depending on the approach for sampling and removing building materials containing PCBs, you may need to notify or seek advance approval from USEPA before building demolition. Even in circumstances where advance notification to or approval from USEPA is not required before the demolition activity, the disposal of PCBs waste is regulated under TSCA and the California Code of Regulations. See below Notes Regarding Federal and State PCBs Regulations.

Notes Regarding Federal and State PCBs Regulations

1. See 40 Code of Federal Regulations (CFR) 761.3 for important information relative to disposal of PCBs-containing building materials, including definitions of PCBs bulk product wastes and PCBs remediation wastes. Also see the memorandum dated October 24, 2012 “PCB Bulk Product Waste Reinterpretation” from Suzanne Rudzinski, Director, Office of Resource Conservation and Recovery, EPA.
2. Disposal of PCBs wastes are subject to the Toxic Substances Control Act (TSCA) requirements such as manifesting of the waste for transportation and disposal. See 40 CFR 761 and 40 CFR 761, Subpart K.
3. TSCA-regulated does not equate solely to materials containing PCBs at or above 50 ppm. There are circumstances in which materials containing PCBs below 50 ppm are subject to regulation under TSCA. See 40 CFR 761.61(a)(5)(i)(B)(2)(ii).
4. Disposal of PCBs wastes are subject to California Code of Regulations (CCR) Title 22, Section Division 4.5, Chapter 12, Standards Applicable to Hazardous Waste Generators.
5. California hazardous waste regulatory levels for PCBs are 5 ppm based on the Soluble Threshold Limit Concentration test and 50 ppm based on the Total Threshold Limit Concentration test, see CCR, Title 22, Section 66261.24, Table III.

Agency	Contact	Useful Links
US Environmental Protection Agency	Carmen Santos (415) 972-3360 santos.carmen@epa.gov	https://www.epa.gov/pcbs (EPA PCBs website) https://www.epa.gov/pcbs/questions-and-answers-about-polychlorinated-biphenyls-pcbs-building-materials (PCBs in Building Materials Fact Sheet and Q/A Document) https://www.epa.gov/pcbs/pcb-facility-approval-streamlining-toolbox-fast-streamlining-cleanup-approval-process (USEPA PCB Facility Approval Streamlining Toolbox (PCB FAST)) https://www.epa.gov/pcbs/polychlorinated-biphenyls-pcbs-building-materials#Test-Methods (See Information for Contractors Working in Older Buildings that May Contain PCBs)
San Francisco Bay Regional Water Quality Control Board	Imtiaz-Ali Kalyan (510) 622-2499 Imtiaz-Ali.kalyan@waterboards.ca.gov Cheryl Prowell (510) 622-2408 Cheryl.Prowell@waterboards.ca.gov	https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/TMDLs/sfbaypcbstmdl.shtml https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/sitecleanupprogram.html
Department of Toxic Substances Control	Regulatory Assistance Office 1-800-72TOXIC RAO@dtsc.ca.gov	http://www.dtsc.ca.gov/SiteCleanup/Brownfields/upload/PUB_SMP_Guide-to-Selecting-a-Consultant.pdf
California Division of Occupational Safety and Health (Cal/OSHA)	CalOSHA Consultations Services 1-800-963-9424	https://www.dir.ca.gov/dosh/consultation.html

Part 3 Caulk Applications Table			
Column 1. Report all PCBs concentrations for each homogenous area of caulking area (see Attachment C, Section 3.2.2). Use sample designators/descriptions from laboratory report.		Column 2. Complete for each concentration ≥ 50 ppm	
<u>Caulk Application Sample Description</u>	<u>Concentration (mg/kg)</u>	<u>Estimate Amount of Material</u>	<u>Units</u>
<i>Example:</i> <u>Caulk Sample 1</u>	<u>320</u>	<u>48</u>	<u>Linear Feet</u>
1. _____	_____	_____	Linear Feet
2. _____	_____	_____	Linear Feet
3. _____	_____	_____	Linear Feet
4. _____	_____	_____	Linear Feet
5. _____	_____	_____	Linear Feet
6. _____	_____	_____	Linear Feet
7. _____	_____	_____	Linear Feet
8. _____	_____	_____	Linear Feet
9. _____	_____	_____	Linear Feet
10. _____	_____	_____	Linear Feet

Duplicate page if additional space is needed.

Part 3 Fiberglass Insulation Applications Table			
Column 1. Report all PCBs concentrations for each homogenous area of fiberglass insulation (see Attachment C, Section 3.2.2). Use sample designators/descriptions from laboratory report.		Column 2. Complete for each concentration ≥ 50 mg/kg	
<u>Fiberglass Insulation Application Sample Description</u>	<u>Concentration (mg/kg)</u>	<u>Estimate Amount of Material</u>	<u>Units</u>
<i>Example:</i> <u>Fiberglass Insulation Sample 1</u>	<u>78</u>	<u>86</u>	Square Feet
1. _____	_____	_____	Square Feet
2. _____	_____	_____	Square Feet
3. _____	_____	_____	Square Feet
4. _____	_____	_____	Square Feet
5. _____	_____	_____	Square Feet
6. _____	_____	_____	Square Feet
7. _____	_____	_____	Square Feet
8. _____	_____	_____	Square Feet
9. _____	_____	_____	Square Feet
10. _____	_____	_____	Square Feet

To estimate the square footage of insulation wrapped around pipes use the formula to calculate the lateral area of a cylinder $2\pi rh$. Where r is the pipe radius and h is the pipe length. Duplicate page if additional space is needed.

Part 3 Adhesive Mastic Applications Table			
Column 1. Report PCBs concentrations for each homogenous area of mastic (see Attachment C, Section 3.2.2. Use sample designators/descriptions from laboratory report.)		Column 2. Complete for each concentration ≥ 50 mg/kg	
<u>Adhesive Mastic Application Sample Description</u>	<u>Concentration (mg/kg)</u>	<u>Estimate Amount of Material</u>	<u>Units</u>
<i>Example:</i> <u>Adhesive Mastic Sample 1</u>	<u>87.4</u>	<u>800</u>	<u>Square Feet</u>
1. _____	_____	_____	Square Feet
2. _____	_____	_____	Square Feet
3. _____	_____	_____	Square Feet
4. _____	_____	_____	Square Feet
5. _____	_____	_____	Square Feet
6. _____	_____	_____	Square Feet
7. _____	_____	_____	Square Feet
8. _____	_____	_____	Square Feet
9. _____	_____	_____	Square Feet
10. _____	_____	_____	Square Feet

Duplicate page if additional space is needed.

Part 3 Rubber Window Gasket Applications Table			
Column 1. Report PCBs concentrations for each gasket (see Attachment C, Section 3.2.2). Use sample designators/descriptions from laboratory report.		Column 2. Complete for each concentration ≥ 50 mg/kg	
<u>Rubber Window Gasket Application Sample Description</u>	<u>Concentration (mg/kg)</u>	<u>Estimate Amount of Material</u>	<u>Units</u>
<i>Example:</i> <u>Window Gasket Sample 1</u>	<u>70</u>	<u>75</u>	<i>Linear Feet</i>
1. _____	_____	_____	Linear Feet
2. _____	_____	_____	Linear Feet
3. _____	_____	_____	Linear Feet
4. _____	_____	_____	Linear Feet
5. _____	_____	_____	Linear Feet
6. _____	_____	_____	Linear Feet
7. _____	_____	_____	Linear Feet
8. _____	_____	_____	Linear Feet
9. _____	_____	_____	Linear Feet
10. _____	_____	_____	Linear Feet

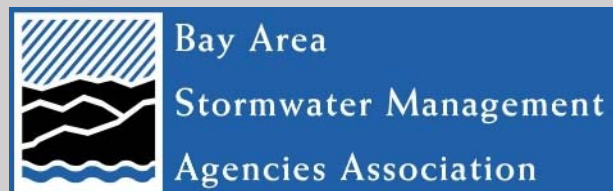
Duplicate page if additional space is needed.

Attachment C
Protocol for Evaluating Priority PCBs-Containing
Materials before Building Demolition

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition



Managing PCBs–Containing Building Materials during Demolition: Guidance, Tools, Outreach and Training



August 2018
(Revised November 2019)

This document is a deliverable of the Bay Area Stormwater Management Agencies Association (BASMAA) project *Managing PCBs–Containing Building Materials during Demolition: Guidance, Tools, Outreach and Training*. BASMAA developed guidance, tools, and outreach and training materials to assist with San Francisco Bay Area municipal agencies’ efforts to address the requirements of Provision C.12.f. of the Bay Area Municipal Regional Stormwater Permit (referred to as the MRP). Provision C.12.f of the MRP requires Permittees to manage PCBs–containing building materials during demolition.

We gratefully acknowledge the BASMAA Steering Committee for this project, which provided overall project oversight, including during the development of this and other project deliverables:

- Reid Bogert, Stormwater Program Specialist, San Mateo Countywide Water Pollution Prevention Program (BASMAA Project Manager)
- Amanda Booth, Environmental Program Analyst, City of San Pablo
- Kevin Cullen, Program Manager, Fairfield-Suisun Urban Runoff Management Program
- Matt Fabry, Program Manager, San Mateo Countywide Water Pollution Prevention Program
- Gary Faria, Supervisor, Inspection Services, Building Inspection Division, Contra Costa County
- Napp Fukuda, Deputy Director - Watershed Protection Division, City of San José
- Ryan Pursley, Chief Building Official, Building Division, City of Concord
- Pam Boyle Rodriguez, Manager, Environmental Control Programs – Stormwater, City of Palo Alto
- Jim Scanlin, Program Manager, Alameda Countywide Clean Water Program
- Melody Tovar, Regulatory Programs Division Manager, City of Sunnyvale

We also gratefully acknowledge the project Technical Advisory Group, which provided feedback from a variety of project stakeholders during development of selected project deliverables:

Stakeholder Group	Representative(s)
Regulatory – stormwater/PCBs	Luisa Valiela and Carmen Santos, U.S. EPA Region 9
Regulatory – stormwater/TMDL	Jan O’Hara, San Francisco Bay Regional Water Quality Control Board
Regulatory – experience with related program (asbestos management)	Ron Carey and Richard Lew, Bay Area Air Quality Management District
Industry – demolition contractors	Avery Brown, Ferma Corporation
Industry – remediation consultants	John Martinelli, Forensic Analytical Consulting John Trenev, Bayview Environmental Services, Inc.
MRP Permittee – large municipality	Patrick Hayes, City of Oakland
MRP Permittee – medium municipality	Kim Springer, San Mateo County Office of Sustainability
MRP Permittee – small municipality	Amanda Booth, City of San Pablo

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LIST OF APPENDICES

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DISCLAIMER

Information contained in BASMAA products is to be considered general guidance and is not to be construed as specific recommendations for specific cases. BASMAA is not responsible for the use of any such information for a specific case or for any damages, costs, liabilities or claims resulting from such use. Users of BASMAA products assume all liability directly or indirectly arising from use of the products.

The material presented in this document is intended solely for the implementation of a municipal regulatory program required by the San Francisco Bay Area Regional Water Quality Control Board Municipal Regional Stormwater Permit for the protection of water quality under the Clean Water Act.

BASMAA prepared the tools and guidance herein to assist MRP Permittees' efforts to address the requirements of Provision C.12.f. of the MRP. The project team received input from a variety of stakeholders during development of the tools and guidance, including regulators (San Francisco Bay Regional Water Quality Control Board, U.S. EPA, and Bay Area Air Quality Management District staff), Bay Area municipal agency staff, and industry representatives.

This document does not address other environmental programs or regulations (e.g., PCBs regulations under the Toxic Substances Control Act (TSCA); federal, state, or local regulations for hazardous material handling and hazardous waste disposal; health and safety practices to mitigate human exposure to PCBs or other hazardous materials; recycling mandates; and abatement at sites with PCBs (or other contaminants). The applicant is responsible for knowing and complying with all relevant laws and regulations.

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Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

1. INTRODUCTION

The San Francisco Bay Region Municipal Regional Stormwater NPDES permit, referred to as the Municipal Regional Permit (MRP)¹, includes provisions that implement stormwater-related aspects of the Total Maximum Daily Load (TMDL) for polychlorinated biphenyls (PCBs) in the Bay. Provision C.12.f. requires that Permittees develop and implement or cause to be developed and implemented an effective protocol for managing materials with PCBs concentrations of 50 milligrams per kilogram (mg/kg) (equivalent to parts-per-million, or ppm), the target management level, or greater in applicable structures at the time such structures undergo demolition², so that PCBs do not enter municipal storm drain systems. Applicable structures include, at a minimum, non-residential structures constructed or remodeled between the years 1950 and 1980 with building materials such as caulking and thermal insulation with PCBs concentrations of 50 ppm or greater. Single-family residential and wood frame structures are exempt. Also, a Permittee is exempt from this requirement if it provided evidence acceptable to the Executive Officer in its 2016/17 Annual Report that the only structures that existed pre-1980 within its jurisdiction were single-family residential and/or wood-frame structures.³

Permittees were required to develop a protocol by June 30, 2019 that includes each of the following components, at a minimum:

1. The necessary authority to ensure that PCBs do not enter municipal storm drains from PCBs-containing materials in applicable structures at the time such structures undergo demolition;
2. A method for identifying applicable structures prior to their demolition; and
3. Method(s) for ensuring PCBs are not discharged to the municipal storm drain from demolition of applicable structures.

By July 1, 2019 and thereafter, Permittees are required to:

- Implement or cause to be implemented the PCBs management protocol for ensuring PCBs are not discharged to municipal storm drains from demolition of applicable structures via vehicle track-out, airborne releases, soil erosion, or stormwater runoff.
- Develop an evaluation methodology and data collection program to quantify in a technically sound manner PCBs loads reduced through implementation of the protocol for controlling PCBs during demolition of applicable structures.

On behalf of MRP Permittees, the Bay Area Stormwater Management Agencies Association (BASMAA) conducted a regional project to assist MRP Permittees to achieve compliance with

¹ The Municipal Regional Stormwater Permit, Order No. R2-2015-0049, was adopted November 19, 2015.

² Demolition means the wrecking or taking out of any load-supporting structural member of a facility together with any related handling operations (40 CFR., Part 61, Subpart M).

³ The City of Clayton provided evidence to support an exemption from the requirement.

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

Provision C.12.f. The regional project developed guidance materials, tools, protocols and training materials and conducted outreach. The goal was to assist Permittees to develop local programs to prevent PCBs from being discharged to municipal storm drains due to demolition of applicable buildings. Local agencies will need to tailor the BASMAA products for local use and train local staff to implement the new program.

This document is the deliverable for Task 3 of the regional project, which is to develop a protocol for the assessment of prioritized PCBs-containing building materials prior to demolition. The full scope of work for the regional project is presented in the Project team's *Proposal for Tools, Protocol, Outreach & Training Work Plan: PCBs Materials Management during Building Demolition Project* (dated January 31, 2017; revised March 2017). If materials are found or known to contain PCBs, those materials must be managed appropriately and according to all applicable local, state, and federal requirements. Guidance on the management of PCBs-containing materials is beyond the scope of this document.

To establish the PCBs protocol, currently established protocols were evaluated that are widely accepted in the building demolition industry for other Federal- and State-regulated constituents of concern. This document provides applicable examples of sampling and evaluation procedures for building materials potentially contaminated with asbestos-containing material (ACM)⁴ and lead-based paint (LBP)⁵, which are summarized and referenced in Appendix C. These components include guidance on sampling frequencies, laboratory sample analysis, quality assurance and quality control procedures, and reporting.

⁴ Asbestos-containing material (ACM) means any material or product which contains more than one percent asbestos.

⁵ Lead-based paint (LBP) is any paint, varnish, shellac, or other coating that contains lead equal to or greater than 1.0 mg/cm² as measured by XRF device or laboratory analysis, or 0.5 percent by weight (5,000 ppm or 5,000 mg/kg) as measured by laboratory analysis.

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

2. PCBs BUILDING MATERIAL EVALUATION PROTOCOL

This section presents the evaluation protocol for identifying building materials in structures constructed or remodeled between the years 1950 and 1980⁶ that may contain a significant mass of PCBs. Once identified as containing PCBs at concentrations exceeding 50 ppm, these materials should be properly managed prior to building demolition, to ensure PCBs are not discharged to the municipal storm drain system.

This protocol is not intended to address all PCBs-containing materials that may be disturbed during building demolition. Additional sampling is likely to be required to comply with USEPA and Cal/OSHA regulations pertaining to the management, removal and disposal of PCBs-containing materials.

For this program, it is assumed that organizations and staff qualified to sample, test, remediate, and dispose of PCBs at the building site will coordinate processes for other hazardous building materials at the building site, to ensure proper sampling, testing, remediation, and disposal or all statutorily required hazardous materials handling.

2.1 Priority Building Materials to be Tested

A prioritized list of PCBs-containing materials is provided in Appendix A. Building materials were evaluated based upon the following criteria:

- **Source Material** – Does the building material contain PCBs through the original product manufacturing process or was the building material contaminated (impregnated) with PCBs from an adjacent building material that already contained PCBs? For the evaluation, building materials originally manufactured with PCBs at or above 50 mg/kg were prioritized.
- **Concentration** – Building materials were evaluated based on readily available existing data regarding ranges of PCBs concentrations identified in the materials.
- **Prevalence** – A prevalence factor was assigned based upon best professional judgement of the prevalence of occurrence of the PCBs-containing materials in buildings, which ranged from highly prevalent to low prevalence.
- **Ease of Removal** – Building materials were evaluated based on their attachment to the building, which ranged from “very easily removed” to “difficult to remove,” under the assumption that higher ease of removal results in higher feasibility and lower costs for removing a material before demolition.

⁶ Single-family residential and wood frame structures are exempt.

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

- **Flaking/Crumbling** – Building materials were evaluated based on their tendency to flake or crumble during disturbance or demolition, which could lead to a higher likelihood of entering stormwater as a result of building demolition.
- **PCBs Removed by Other Waste Program** – This factor addresses materials that are removed from buildings because of other waste management programs (e.g., Universal Waste Rule). Fluorescent light ballasts⁷, polyurethane foam furniture, and Askarel fluid used in transformers, all of which may contain PCBs, are typically managed during pre-demolition activities under current regulations and programs that require removal of universal waste and outdated transformers. For this program it is assumed that those materials will be evaluated and managed under those existing programs.

Material prioritization was conducted by assigning a score on a scale of 1 to 5 (low to high) for each criterion. The final score for each material type was calculated as the average of the scores assigned to the six criteria. The materials given the highest scores through the prioritization analysis are shown below, along with their typical locations in a building. For this evaluation, thermal insulation and fiberglass insulation were grouped together as they tend to be co-located and are typically managed together.

Many building materials may contain PCBs. The building owner is responsible for identifying and handling all hazardous materials in accordance with all applicable laws, including all materials with 50 ppm or more PCBs. For purposes of obtaining a demolition permit, the building owner must sample at least the limited number of priority building materials listed below⁸ (along with typical locations where they are found) using the protocols described in Section 2.2. This protocol is only for sampling of priority building materials. Building materials coming into contact with priority building materials are not the focus of this protocol.

1. Caulks and Sealants:

- a. Around windows or window frames (e.g., window glazing putty, window caulking, etc.);
- b. Around door frames; and
- c. Expansion joints between concrete sections (e.g., floor segments).

2. Thermal/Fiberglass Insulation and Other Insulating Materials:

- a. Around HVAC systems,

⁷ Fluorescent light ballasts that contain PCBs are not required to be managed under the Universal Waste Rule Program but are recommended by the EPA to be identified in a pre-demolition survey of a structure and to be managed with the removal of other required wastes in the abatement process.

⁸ Applicants may use existing sampling results of the priority building materials. Applicants who have conducted sampling prior to the publication of this protocol may use that data provided it is consistent with this protocol (e.g., analytical methods, sample collection frequency, and QA/QC).

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- b. Around heaters,
 - c. Around boilers,
 - d. Around heated transfer piping, and
 - e. Inside walls or crawls spaces.
3. Adhesive/Mastic:
 - a. Below carpet and floor tiles;
 - b. On, under, or between roofing materials and flashing.
 4. Rubber Window Seals/Gaskets:
 - a. Around windows or window frames.

Examples of the prioritized PCBs-containing building materials and what they may look like in a building planned for demolition are provided in Appendix B.

It should be noted that some materials that are being evaluated for PCBs in this protocol may also be associated with asbestos, lead, or other hazardous substances. Since this protocol follows pre-established asbestos management program guidelines and procedures, the sampling frequency, types of building materials, and surveying techniques overlap with the PCBs survey protocol. If a material has been determined to contain asbestos, lead or other hazardous substances and will be abated under an associated waste program, that material need not be sampled for PCBs under this program.

2.2 PCBs Sampling Procedures

2.2.1 Sampling Equipment

Building materials that are planned to be collected for laboratory analysis should be placed in laboratory-supplied glass jars with Teflon-sealed lids following procedures established in USEPA Method 8082 / 8082A. Samples should be collected with either factory-sealed or decontaminated equipment that will be used to remove a representative building material sample (i.e., scissors, tweezers, pliers, spoons, or putty knife).

For sampling equipment (i.e., scissors, tweezers, pliers, spoons, putty knife, etc.) that will be decontaminated, the following three bucket wash procedure should be performed, which is in general accordance with standard decontamination procedures defined in SESDPROC-205-R3 (USEPA, 2015):

- In the first bucket, mix a residue free cleaning detergent (e.g., Alconox®), with distilled water to generate the recommended detergent concentration specified in the product directions;

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- Fill the second bucket with distilled water;
- Fill the third bucket with distilled water;
- Clean the equipment in the first bucket with the cleaning detergent, then rinse in the second and then the third bucket. If the second bucket becomes slightly discolored during the rinse, change the contents of the second bucket with distilled water. Change the third bucket, if any dirt or material is observed in the water, since the third bucket needs to stay clean as it is the final rinse; and
- At the end of cleaning, let the equipment air dry in a clean area before use in sample collection. The rinse water should then be drummed and sampled for disposal. The planned disposal facility should be contacted to determine the required sample analysis for the rinse water characterization and profiling and that the disposal procedures comply with state and federal regulations.

If disposable sampling tools are used, the above decontamination procedures do not apply. Additionally, decon with certain solvents (e.g., hexane) may be utilized for cleaning of tar-like substances, followed with the standard decontamination procedures listed above. It is recommended that equipment is air-dried per the procedure above, but it is up to the discretion of the environmental professional to use alternative drying methods if time constraints for air-drying is prohibitive.

2.2.2 Sample Collection Frequency

For the four prioritized building materials, the following collection techniques and frequency should be followed.

Caulking

Three different types of caulking should be evaluated:

1. Window caulking;
2. Door frame caulking; and
3. Floor and expansion joint caulking.

For each type of caulking material identified, the following number of samples should be collected:

- Collect at least one sample from each homogenous area that contains less than 50 linear feet of caulking;
- Collect at least three samples from each homogenous area that contains between 50 and 250 linear feet of caulking;
- Collect at least five samples from each homogenous area that contains between 250 and 1,000 linear feet of caulking;

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- Collect at least seven samples from each homogenous area that contains between 1,000 and 2,500 linear feet of caulking; and
- Collect at least nine samples from each homogenous area that contains greater than 2,500 linear feet of caulking.

If homogenous caulking material is found throughout the building, samples should be spatially distributed so as to not collect the required number of samples from one area. In addition, the width or cross-sectional area of the caulking bead is not relevant for determining the linear footage to be sampled. It is also recommended that the sampler performing the evaluation inspect the entire building prior to sample collection to insure proper distribution is performed.

Thermal/Fiberglass Insulation

For thermal/fiberglass insulation:

- Collect at least one bulk sample from each homogeneous area.

Adhesive/Mastic

For each type of adhesive/mastic material identified, the following number of samples should be collected:

- Collect at least three samples from each homogenous area less than 1,000 square feet;
- Collect at least five samples from each homogenous area between 1,000 and 5,000 square feet; and
- Collect at least seven samples from each homogenous area greater than 5,000 square feet.

If homogenous adhesive/mastic material is found throughout the building, samples should be spatially distributed so as to not collect the required number of samples from one area. It is recommended that the sampler performing the evaluation inspect the entire building prior to sample collection to insure proper distribution is performed.

Rubber Window Seals/Gaskets

For rubber window seals/gaskets identified, the following number of samples should be collected:

- Collect at least one sample from each homogenous area that contains less than 50 linear feet of caulking (of any width or cross-sectional are of bead);
- Collect at least three samples from each homogenous area that contains between 50 and 250 linear feet of caulking;
- Collect at least five samples from each homogenous area that contains between 250 and 1,000 linear feet of caulking;

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- Collect at least seven samples from each homogenous area that contains between 1,000 and 2,500 linear feet of caulking; and
- Collect at least nine samples from each homogenous area that contains greater than 2,500 linear feet of caulking.

If homogenous rubber window seals/gaskets are found throughout the building, samples should be spatially distributed so as to not collect the required number of samples from one area. It is also recommended that the sampler performing the evaluation inspect the entire building prior to sample collection to insure proper distribution is performed.

2.2.3 Sample Analysis and Preservation

Samples collected to evaluate building materials for PCBs should be analyzed for Aroclors by EPA Method 8082/8082A⁹ by an accredited analytical laboratory. The reporting limit goal should be 500 micrograms per kilogram ($\mu\text{g}/\text{kg}$).¹⁰ The laboratory should be contacted before sampling to confirm that it can meet the reporting limit objectives.

Samples should be chilled and then kept cool between 0 and 6 degrees Celsius (32 and 42.8 degrees Fahrenheit) during storage and transportation to the laboratory following procedures established in USEPA Method 8082/8082A. Proper chain-of-custody¹¹ procedures should be followed from the time the samples are collected until they are delivered to the laboratory for analysis. Holding times for EPA Method 8082/8082A are sample extraction within 14 days of sample collection and analysis of the extract within 40 days of extraction. However, PCBs are very stable in a variety of matrices and holding times may be extended to as long as one year. Once extracted, analysis of the extract should take place within 40 days.

2.2.4 Quality Assurance and Quality Control

For this program, general quality assurance and quality control (QA/QC) procedures will be utilized. The following checklist should be used by the contractor performing the evaluation:

- QA/QC Checklist:
 - Proper specified sampling equipment was used (pre-cleaned or other, stainless steel);

⁹ Provision C.12.f. requires that Permittees develop and implement or cause to be developed and implemented an effective protocol for managing materials with PCBs concentrations of 50 ppm. EPA Method 8082/8082A is an acceptable method to quantify PCBs. Analysis of PCBs congeners is not required to meet the permit requirement.

¹⁰ The reporting limit can be modified to account for necessary dilutions or interferences, as determined by the laboratory. This reporting limit, which is below the target management level of 50 mg/kg, was selected to allow for data to be collected on the concentration of PCBs in building materials.

¹¹ Chain-of-custody is the procedure to document, label, store, and transfer samples to personnel and laboratories. For a detailed list of procedures, refer to the *Sample and Evidence Management, Operating Procedure* (SESDPROC-005-R2), January 29, 2013

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

- Proper decontamination procedures were followed;
- Sampling collection spatial frequency was met;
- A National Environmental Laboratory Accreditation Program (NELAP) laboratory or a California-ELAP (CA-ELAP) were utilized;
- Samples were received by the laboratory within proper temperature range;
- Samples were extracted and analyzed within the method holding time for EPA Method 8082/8082A; and
- Sample reporting limit met data quality objectives.

2.3 Reporting and Notifications

The following considerations are applicable to reporting and notification:

- Assessment results must be submitted to the applicable Permitting Authority by the project applicant;
- Applicants that determine PCBs exist in priority building materials must follow applicable federal and state laws. This may include reporting to USEPA, the San Francisco Bay Regional Water Quality Control Board, and the California Department of Toxic Substances Control (DTSC). These agencies may require additional sampling and abatement of PCBs.
- Depending on the approach for sampling and removing building materials containing PCBs, applicants may need to notify or seek advance approval from USEPA before building demolition. Even in circumstances where advance notification to or approval from USEPA is not required before the demolition activity, the disposal of PCBs waste is regulated under TSCA.
- The disposal of PCBs waste is subject to California Code of Regulations (CCR) Title 22, Section Division 4.5, Chapter 12, Standards Applicable to Hazardous Waste Generators.
- Building owners and employers need to consider worker and public safety during work involving hazardous materials and wastes including PCBs.

For further information, applicants should refer to the *PCBs in Priority Building Materials Screening Assessment Applicant Package*, BASMAA, July 2018.

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

3. REFERENCES

Guidelines for Asbestos Sampling:

- <https://www.epa.gov/asbestos/asbestos-laws-and-regulations>

Guidelines for Lead-Based Paint Evaluations:

- Environmental Protection Agency (EPA) - Created the Renovation, Repair, and Painting (RRP) Rule which requires training and certification for anyone working for compensation in pre-1978 residential structures, day care centers, and schools where known or assumed lead-based paint is impacted. The EPA website with complete information on this regulation is <https://www.epa.gov/lead/renovation-repair-and-painting-program>.
- California Department of Public Health (CDPH) - Created "Title 17" which includes lead testing and abatement provisions in residential and public structures in California. Several important definitions are contained in Title 17 including Abatement, Clearance Inspection, Containment, Lead-Based Paint.
- Lead Contaminated Dust and Soil, Lead Hazard, and Lead Hazard Evaluation. Title 17 establishes that lead testing be performed using XRF equipment or by paint chip sample analysis in California. Lead test kits are not accepted. It also establishes testing in California be performed by a State certified lead inspector/assessor if the testing is related to a project involving compensation.
- Department of Housing and Urban Development (HUD) - Created the HUD Guidelines which contain protocols for lead testing and abatement.

EPA Method 8082A – Polychlorinated Biphenyls (PCBs) by Gas Chromatography

- <https://www.epa.gov/sites/production/files/2015-07/documents/8082a.pdf>

SESDPROC-205-R3, *Field Equipment Cleaning and Decontamination*, replaces SESDPROC-205-R2. December 18, 2015

- https://www.epa.gov/sites/production/files/2016-01/documents/field_equipment_cleaning_and_decontamination205_af.r3.pdf

SESDPROC-005-R2, *Sample and Evidence Management*, Operating Procedure, January 29, 2013

- <https://www.epa.gov/sites/production/files/2015-06/documents/Sample-and-Evidence-Management.pdf>

APPENDIX A

PCBs Building Material Prioritization Worksheet

Appendix A - PCBs Building Materials Prioritization

Material	Material Class	Median/Average/Single Reported Concentration (ppm)	Minimum (ppm)	Maximum (ppm)	PCBs Source Material? (Rating values: source = 5, or not source = 1)	Concentration (Rating values: 1 to 5, higher value means higher concentration)	Prevalence of PCBs Containing Material in Buildings (Rating values: high = 5, medium = 3, or low = 1)	Ease of Removal (Rating values: 1 to 5, higher value means easier to remove)	Flaking/ Crumbling (Rating values: 1 to 5, higher value means more likely to flake/crumble)	PCBs Removed by Other Waste Program? (Rating values: not removed by other = 5, or removed = 1)	Prioritization Score
Caulking (sealant, plaster)	Caulk/sealant/tape/glue		0.001	752,000	5	5	5	3	5	5	4.67
Thermal insulation	Insulation			73,000	5	5	5	4	4	5	4.67
Fiberglass insulation	Insulation			39,158	5	4	5	4	4	5	4.50
Adhesives/mastic	Caulk/sealant/tape/glue			3,100	5	3	5	3	5	5	4.33
Rubber gaskets	Gaskets/Rubber			84,000	5	5	3	3	4	5	4.17
Wool felt gaskets	Gaskets/Rubber			688,498	5	5	3	3	4	5	4.17
Cloth/paper insulating material	Insulation			12,000	5	4	3	4	4	5	4.17
Foam rubber insulation	Insulation			13,100	5	4	3	4	4	5	4.17
Ceiling tiles coated w/ flame resistant sealant	Internal nonstructural surface		53	110,000	5	5	5	3	2	5	4.17
Backer rod	Caulk/sealant/tape/glue			99,000	1	5	5	3	5	5	4.00
Roofing/siding material	External nonstructural surface		0	30,000	5	4	5	3	2	5	4.00
Paint (complete removal)	Paint/pigment/coatings		0.001	97,000	5	5	5	1	3	5	4.00
Insulating materials in electric cable	Electrical		0	280,000	5	5	3	4	1	5	3.83
Adhesive tape	Caulk/sealant/tape/glue			1,400	5	3	1	3	5	5	3.67
Surface coating	Paint/pigment/coatings			255	5	3	5	1	3	5	3.67
Coal-tar enamel coatings	Paint/pigment/coatings			1,264	5	3	5	1	3	5	3.67
Grout	Caulk/sealant/tape/glue			9,100	5	4	1	2	5	5	3.67
Cove base	Internal nonstructural surface			170	5	3	3	4	2	5	3.67
Plastics/plasticizers	Electrical			13,000	5	4	3	3	1	5	3.50
GE silicones	Caulk/sealant/tape/glue	<1.9	0	1.8	5	1	3	2	5	5	3.50
Glazing	Caulk/sealant/tape/glue	Up to 100% liquid PCBs		51	5	2	3	3	3	5	3.50
Flooring and floor wax/sealant	Internal nonstructural surface	Maximum likely >50		51	5	2	3	3	2	5	3.33
Light ballast	Light ballasts	Minimum likely <50	49	1,200,000	5	5	3	5	1	1	3.33
Anti-fouling compounds	Paint/pigment/coatings			59,000	5	4	1	1	3	5	3.17
Polyurethane foam (furniture)	Caulk/sealant/tape/glue			50	5	2	1	5	5	1	3.17
Askarel fluid/cutting oils/hydraulic fluid	Oils/dielectric fluids			450,000	5	5	1	5	2	1	3.17
Fire retardant coatings	Paint/pigment/coatings			59,000	5	4	1	1	3	5	3.17
Waterproofing compounds	Paint/pigment/coatings			59,000	5	4	1	1	3	5	3.17
Electrical wiring	Electrical			14	5	1	3	4	1	5	3.17
Concrete	Concrete/stone	2.5	0.001	17,000	1	4	3	1	4	5	3.00
Foam rubber	Gaskets/Rubber			1,092	1	3	1	3	4	5	2.83
Soil/sediment/sand	Soil/dust	0.15	0.001	581	1	3	1	2	5	5	2.83
Brick/mortar/cinder block	Concrete/stone			1,100	1	3	3	1	4	5	2.83
Wood	Wood			380	1	3	3	3	2	5	2.83
Door frame	Internal nonstructural surface			102	1	2	3	4	2	5	2.83
Metals surfaces in contact with caulk/sealant	Metal surfaces	448	51	448	1	3	1	2	4	5	2.67

Appendix A - PCBs Building Materials Prioritization

Material	Material Class	Median/Average/Single Reported Concentration (ppm)	Minimum (ppm)	Maximum (ppm)	PCBs Source Material? (Rating values: source = 5, or not source = 1)	Concentration (Rating values: 1 to 5, higher value means higher concentration)	Prevalence of PCBs Containing Material in Buildings (Rating values: high = 5, medium = 3, or low = 1)	Ease of Removal (Rating values: 1 to 5, higher value means easier to remove)	Flaking/ Crumbling (Rating values: 1 to 5, higher value means more likely to flake/crumble)	PCBs Removed by Other Waste Program? (Rating values: not removed by other = 5, or removed = 1)	Prioritization Score
Asphalt	Concrete/stone			140	1	2	1	2	4	5	2.50
Carpet	Internal nonstructural surface		0.46	9.7	1	1	1	5	2	5	2.50
Stone (granite, limestone, marble, etc.)	Concrete/stone			130	1	2	1	1	4	5	2.33
Air handling system	Air system		0.46	9.7	1	1	1	3	1	5	2.00

APPENDIX B

Priority Building Materials

Photographic Log

Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 1

Window Caulking:

Damaged caulking around a window.



Photograph 2

Window Caulking:

Worn and cracked caulking around a window.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 3

Door Frame Caulking:

Caulking on an interior door or window frame.



Photograph 4

Floor and Expansion Joint Caulking:

Caulking material placed in concrete expansion joints.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 5

Thermal Insulation:

Foam-style thermal insulation material along wall.



Photograph 6

Thermal Insulation:

Damaged floor foam insulation.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 7

Thermal Insulation:

Damaged felt-style thermal insulation.



Photograph 8

Thermal Insulation:

Exposed/damaged fiberglass insulation.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 9

Thermal Insulation:

Exposed and damaged pipe insulation.



Photograph 10

Thermal Insulation:

Pipe insulation.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 11

Adhesive / Mastic:

Adhesive/mastic on a roof surface.



Photograph 12

Adhesive / Mastic:

Adhesive beneath a carpet.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 13

Adhesive / Mastic:

Adhesive remnants on flooring.



Photograph 14

Adhesive / Mastic:

Exposed adhesive on roofing.



Appendix B

Priority Building Materials to be Tested for PCBs

Photograph 15

Rubber Window Seal/Gasket:

Grey rubber window seal/gasket in a wood type frame.



Photograph 16

Rubber Window Seal/Gasket:

Off white rubber window seal/gasket in an aluminum type frame.



APPENDIX C

Currently Established Building Material Evaluation Protocols

1. CURRENTLY ESTABLISHED BUILDING MATERIAL EVALUATION PROTOCOLS

This section presents evaluation protocols for ACM and LBP, which provide a foundation for the PCBs protocol summarized in Section 3. This section includes guidance on sampling frequencies, laboratory sample analysis, quality assurance and quality control procedures derived from regulatory procedures for ACM and LBP.

1.1 Asbestos Containing Material Evaluation Procedures

Asbestos bulk sampling procedures are specified in several Federal regulations, implemented primarily by the United States Environmental Protection Agency (EPA) as well as the Occupational Safety and Health Administration (OSHA). The Consumer Product Safety Commission (CPSC) and the Mine Safety and Health Administration (MSHA) specify additional regulations and procedures, but these are generally less applicable to evaluation procedures.

The foundational regulations pertaining to asbestos sampling in buildings are the Asbestos Hazard Emergency Response Act (AHERA; Toxic Substances Control Act [TSCA] Title II) (15 U.S.C. § 2641-2656) as well as the Asbestos School Hazard Abatement Reauthorization Act (ASHARA). EPA promulgated regulations under AHERA to require inspection of schools for asbestos-containing building materials, and to perform resultant corrective actions. Furthermore, AHERA tasked the EPA with developing a plan for accreditation of asbestos inspectors. ASHARA extended funding for asbestos programs at schools and expanded accreditation requirements to cover asbestos abatement at commercial buildings other than schools.

Pursuant to AHERA, the Asbestos-Containing Materials in Schools rule (40 CFR Part 763, Subpart E) details specific requirements for building material inspections at schools, preparation of asbestos management plans, and implementation of response actions. EPA regulation on asbestos related to structure demolition is specified in subpart M of the National Emission Standards for Hazardous Air Pollutants (NESHAP) regulations (40 CFR Part 61, Subpart M).

The following sections summarize the evaluation procedures specified in the Asbestos-Containing Materials in Schools rule as well as the Asbestos NESHAP regulations. Both OSHA and EPA worker protection requirements are also discussed.

1.1.1 Asbestos-Containing Materials in Schools Rule

The following sections summarize the inspection, re-inspection, sampling, analysis, and evaluation procedures specified in the Asbestos-Containing Materials in Schools rule (40 CFR Part 763, Subpart E).

Evaluation

For each inspection and re-inspection of asbestos-containing building material (ACBM)¹², the local education agency shall have an accredited inspector provide a written evaluation of all friable known or assumed ACBM. The evaluation shall consider the following:

- Location and amount of material, both in total quantity and as a percentage of the functional space;
- Condition of the material, specifying:
 - Type of damage or significant damage (e.g., flaking, blistering, water damage, or other signs of physical damage);
 - Severity of damage (e.g., major flaking, severely torn protective jackets, as opposed to occasional flaking, minor tears to jackets);
 - Extent or spread of damage over large areas or large percentages of the homogeneous¹³ area;
- Whether the material is accessible;
- The material's potential for disturbance;
- Known or suspected causes of damage or significant damage (e.g., air erosion, vandalism, vibration, water); and
- Preventive measures that could potentially eliminate the reasonable likelihood of undamaged ACBM from becoming significantly damaged.

The inspector shall classify and give reasons in the written evaluation for classifying the ACBM and suspected ACBM assumed to be ACM into one of the following categories:

¹² Asbestos-containing building material (ACBM) means surfacing ACM, thermal system insulation ACM, or miscellaneous ACM that is found in or on interior structural members or other parts of a building.

¹³ Homogenous refers to a substance or area that is uniform in texture, color, and general physical appearance and properties.

1. Damaged or significantly damaged thermal system insulation ACM;
2. Damaged friable surfacing ACM;
3. Significantly damaged friable surfacing ACM;
4. Damaged or significantly damaged friable miscellaneous ACM;
5. ACBM with potential for damage;
6. ACBM with potential for significant damage; and
7. Any remaining friable ACBM or friable suspected ACBM.

Inspection and Re-inspection

Inspect any building that is to be used as a school, prior to such use, by an accredited inspector. In emergency situations, inspect the building within 30 days of commencement of such use.

For each area of the building, complete the following inspection procedure:

- Visually inspect the area to identify suspected ACBM;
- Touch suspected ACBM to determine friability (Friable material is material that may be crumbled or pulverized by hand pressure alone. Note that thermal system insulation that has retained its structural integrity and that has an undamaged protective jacket or wrap that prevents fiber release shall be treated as non-friable.);
- Categorize all areas into homogenous areas of friable suspected ACBM and non-friable suspected ACBM;
- Assume that some or all the homogeneous areas are ACBM, and for each homogeneous area that is not assumed to be ACBM, collect and submit samples for bulk analysis. Do not sample areas that an accredited inspector assumes to contain ACBM. For uncertain areas, collect and bulk samples and submit for analysis (see Sampling below);
- Assess friable material in areas where samples are collected, in areas where samples are not collected but ACBM is assumed to be present, and in areas identified in previous inspections;
- Record the following information and submit a copy for inclusion in an asbestos management plan, within 30 days of the inspection:

- An inspection report including the signature, state of accreditation, and accreditation number of each inspector, as well as the date of the inspection;
- A comprehensive inspection inventory, including the date and locations of samples, locations of areas assumed to contain friable ACBM, and locations of areas assumed to contain non-friable ACBM;
- A description of the manner used to determine sampling locations;
- A list of all categorized and identified homogenous areas into surfacing material, thermal system insulation, or miscellaneous material; and
- Evaluations made of friable material.

Repeat this process as a re-inspection at least once every 3 years after a management plan is in effect. Reassess the condition of friable known or assumed ACBM previously identified. Identify any homogenous areas with material that has become friable since the last inspection or re-inspection and collect and submit samples of the material.

Sampling

Collect samples in a statistically random manner that is representative of each homogeneous area.

- For surfacing material, the number of samples to be collected is as follows:
 - Collect at least three samples from each homogenous area less than 1,000 square feet;
 - Collect at least five samples from each homogenous area between 1,000 and 5,000 square feet; and
 - Collect at least seven samples from each homogenous area greater than 5,000 square feet.
- For thermal system insulation:
 - Collect at least one bulk sample from each homogeneous area that is not assumed to be ACM;
 - Collect at least one bulk sample from each homogeneous area of patched insulation that is not assumed to be ACM, if the patched section is less than six linear or square feet;

- Where cement or plaster is used on fittings such as tees, elbows or valves, collect samples to determine if material is ACM or not;
- If the accredited inspector determines that the thermal system insulation is fiberglass, foam glass, rubber, or other non-ACBM, samples are not required to be collected;
- For miscellaneous material, collect bulk samples from each homogeneous area of friable material that is not assumed to be ACM.

Analysis

Samples should be analyzed by laboratories accredited by the National Bureau of Standards (NBS). The laboratories must have received interim accreditation for polarized light microscopy (PLM) analysis under the EPA Interim Asbestos Bulk Sample Analysis Quality Assurance Program until the NBS PLM laboratory accreditation program for PLM is operational.

Samples should be analyzed for asbestos content by PLM using the “Interim Method for the Bulk Determination of Asbestos in Bulk Insulation Samples”, found at Appendix E to Subpart E of 40 CFR Part 763. Samples should not be composited.

A homogenous area is considered not to contain ACM only if the results of all samples from that area show asbestos in concentrations of 1 percent or less. An area is considered to contain ACM if at least one sample from the area shows asbestos in concentrations greater than 1 percent.

Submit the name and address of each laboratory performing the analysis, the date of the analysis, and the person performing the analysis for inclusion into the management plan within 30 days of the analysis.

1.2 Lead-Based Paint (LBP) Evaluation Procedures

Lead-Based Paint (LBP) evaluation procedures are codified in various federal and state regulations.

Title IV of the Toxic Substances Control Act (TSCA) as well as other authorities in the Residential Lead-Based Paint Hazard Reduction Act of 1992 directs the EPA to regulate lead-based paint hazards. The primary Federal regulations and guidelines related to LBP evaluation procedures include:

- The Lead Renovation, Repair and Painting Program (RRP) Rule (40 CFR 745, Subpart E);
- The National Lead Laboratory Accreditation Program (TSCA Section 405(b)); and
- The Housing and Urban Development (HUD) Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing (2012 Edition) (pursuant to Section 1017 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, A.K.A. “Title X”)

Furthermore, the California Department of Public Health (CDPH) Title 17, California Code of Regulations, Division 1, Chapter 8 “Accreditation, Certification, and Work Practices for Lead-Based Paint and Lead Hazards,” specifies some LBP evaluation procedures as part of the accreditation program.

The HUD Guidelines provide the most comprehensive procedures for LBP evaluations and are referenced by many other regulations.

There are three primary methods of performing LBP evaluation: test kits, X-ray Fluorescence (XRF) devices, and laboratory testing of paint chips. Sampling procedures for each method are detailed in the following sections.

Under CDPH Title 17, certified Lead Inspector/Assessors are required to use XRF devices or laboratory analysis, and not test kits.

1.2.1 LBP Sampling Procedures: Test Kits

In 2008, the EPA published the RRP rule, which, among other things, established criteria for lead test kits for use in LBP evaluation. Lead test kits recognized by EPA before September 1, 2010, must meet only the negative response criterion outlined in 40 CFR 745.88(c)(1):

For paint containing lead at or above the regulated level, 1.0 mg/cm² or 0.5% by weight, a demonstrated probability (with 95% confidence) of a negative response less than or equal to 5% of the time must be met.

Lead test kits recognized after September 1, 2010, must meet both the negative response and positive response criteria outlined in 40 CFR 745.88(c)(1) and (2). The positive-response criterion states:

For paint containing lead below the regulated level, 1.0 mg/cm² or 0.5% by weight, a demonstrated probability (with 95% confidence) of a positive response less than or equal to 10% of the time must be met.

To date, no lead test kit has met both criteria¹⁴. However, three lead test kits recognized before September 1, 2010, exist and are recognized by EPA:

- 3M™ LeadCheck™, manufactured by the 3M Company, for use on wood, ferrous metal, drywall, and plaster surfaces;
- D-Lead®, manufactured by ESCA Tech, Inc., for use on wood, ferrous metal, drywall, and plaster surfaces; and
- The Commonwealth of Massachusetts lead test kit, for use only on drywall and plaster surfaces.

Test kits cannot determine the concentration of lead, only presence or absence at best. For this reason, test kits are best used by homeowners or other non-professionals as a preliminary evaluation before using an XRF device or laboratory analysis of paint chips.

In California, test kits are not utilized as XRF is shown to be more reliable for testing of lead concentrations in paint.

There are currently no detailed sampling procedures for test kits that would be applicable to PCBs evaluation. However, test kit technology may be a useful paradigm for PCBs evaluation if a kit can be developed to test PCBs at an acceptable concentration that uses a repeatable methodology to meet the data quality objectives.

1.2.2 LBP Sampling Procedures: XRF Devices

The following sections summarize LBP evaluation procedures for XRF devices, including description of sampling equipment, collection techniques and frequency, sample analysis, and quality assurance.

LBP Analyzers

According to the HUD Guidelines, portable XRF devices are the most common primary analytical method for inspections in housing because of their versatility in analyzing a

¹⁴ US EPA, Lead Test Kits, <https://www.epa.gov/lead/lead-test-kits>, accessed September 19, 2017.

wide variety of surface types, non-destructive measurement, high speed, and low cost per sample. Each XRF device must have a HUD-issued XRF Performance Characteristic Sheet (PCS), which contains information about XRF readings taken on specific surface types, calibration check tolerances, and interpretation of XRF readings.

Collection Techniques and Frequency

HUD Guidelines provide separate sampling techniques for single- and multi-family housing. However, the general approach to sampling is the following seven-step procedure:

- List all testing combinations of building components and substrates (e.g., wood doors, metal doors, plaster walls, concrete walls);
- Select testing combinations. A numbering system, floor plan, sketch or other system may be used to document which testing combinations were tested;
- Perform XRF testing, including calibration;
- Collect and analyze paint-chip samples as needed;
- Classify XRF and paint-chip results;
- Evaluate the work and results to ensure the quality of the inspection; and
- Document the findings in a summary and in a complete technical report.

Because of the large surfaces and quantities of paint involved, and the potential for spatial variation, HUD Guidelines recommend taking at least four readings per room, with special attention paid to surfaces that clearly have different painting history. The selection of test locations should be representative of locations most likely to be coated with old paint or other lead-based coatings, such as areas with thick paint; areas with worn or scraped off paint should be avoided.

For large buildings with many similar units, HUD Guidelines recommend testing a designated sample of units to provide 95% confidence that most units are below the lead standard. The sample size should be carefully chosen using statistical techniques (see HUD Guidelines, Table 7.3).

Sample Analysis

Portable XRF devices expose a surface to X-ray or gamma radiation and measure the emission of characteristic X-rays from each element in the analyzed surface. The XRF

reading is compared with a range specified in the PCS for the specific XRF device being used and the specific substrate beneath the painted surface.

When discrepancies exist between the PCS, HUD Guidelines, and the XRF device's manufacturer's instructions, the most stringent guideline should be followed.

Quality Assurance

HUD Guidelines provide several techniques for evaluation of inspection quality.

A knowledgeable observer independent of the inspection firm should be present for as much XRF testing as possible, especially if they have knowledge of LBP evaluation and/or the paint history of the facility.

The client should ask the inspector to provide copies of the results as soon as possible, or daily, allowing for immediate review.

Data from HUD's private housing lead-based paint hazard control program show that it is possible to successfully retest painted surfaces without knowing the exact spot which was tested. Therefore, the client may consider selecting 10 testing combinations for retesting at random from the already compiled list of all testing combinations, using the XRF device used for the original measurements, if possible. The average of the 10 repeat XRF results should not differ from the 10 original XRF results by more than the retest tolerance limit. The procedure for calculating the retest tolerance limit is specified in the PCS. If the limit is exceeded, the procedure should be repeated using 10 different testing combinations. If the retest tolerance limit is exceeded again, the original inspection is considered deficient.

Currently XRF technology and methods are not applicable to PCBs building material evaluation, as the precision is not adequate to provide a concentration that could be relied upon for this program.

1.2.3 LBP Sampling Procedures: Laboratory Testing of Paint Chips

The following sections summarize LBP evaluation procedures for XRF devices, including the description of sampling equipment, collection techniques and frequency, sample analysis, and quality assurance.

Laboratory analysis of paint chip samples is only recommended by HUD for inaccessible areas or building components with irregular (non-flat) surfaces that cannot be tested using

XRF devices, for confirmation of inconclusive XRF results, or for additional confirmation of conclusive XRF results.

Unlike XRF analysis, paint chip collection techniques may be more directly applicable to potential PCBs collection techniques.

Sampling Equipment

Common hand tools can be used to scrape paint chips from a surface; specialized equipment is not necessary. However, HUD Guidelines recommend that samples should be collected in sealable rigid containers rather than plastic bags, which generate static electricity and make laboratory transfer difficult.

Collection Techniques

HUD Guidelines, which are consistent with ASTM E1729, Standard Practice for Field Collection of Dried Paint Samples for Subsequent Lead Determination, recommend that only one paint chip needs to be taken for each testing combination, although additional samples are recommended for quality control.

The paint chip sample should be taken from a representative area that is at least 4 square inches in size. The dimensions of the surface area must be accurately measured to the nearest 1/16th of an inch so that laboratory results can be reported in units of mg/cm². Paint chip collection should include collection of all the paint layers from the substrate, but collection of actual substrate should be minimized. Any amount of substrate included in the sample may cause imprecise results.

Sample Analysis

A laboratory used for LBP analysis must be recognized under EPA's National Lead Laboratory Accreditation Program (NLLAP) for the analysis of lead paint; however, States or Tribes may operate an EPA-authorized lead-based paint inspection certification program with different requirements.

There are several standard laboratory techniques to quantify lead in paint chip samples, including Atomic Absorption Spectroscopy, Inductively Coupled Plasma-Atomic Emission Spectroscopy (ICP-AES), Anodic Stripping Voltammetry, and Potentiometric Stripping Analysis.

For analytical methods that require sample digestion, samples should be pulverized so there is adequate surface area to dissolve the sample before laboratory instrument

measurement. In some cases, the amount of paint collected from a 4-square-inch area may exceed the amount of paint that can be analyzed successfully. It is important that the actual sample mass analyzed not exceed the maximum mass the laboratory has successfully tested using the specified method. If subsampling is required to meet analytical method specifications, the laboratory must homogenize the paint chip sample (unless the entire sample will eventually be analyzed, and the results of the subsamples combined). Without homogenization, subsampling would likely result in biased, inaccurate lead results. If the sample is properly homogenized and substrate inclusion is negligible, the result can be reported as a loading, in milligrams per square centimeter (mg/cm^2), the preferred unit, or as percent by weight, or both.

Quality Assurance

Laboratory reference materials processed with the paint chip samples for quality assurance purposes should have close to the same mass as those used for paint-chip samples (refer to ASTM methods E1645, E1613, E2051, and E1775).

Reporting

The laboratory report for analysis of paint chip samples should include at a minimum, the information outlined in the EPA National Lead Laboratory Accreditation Program Laboratory Quality System Requirements, Revision 3.0, section 5.10.2, Test Reports¹⁵. In addition to those minimum requirements, test reports containing the results of sampling must include specified sampling information, if available.

¹⁵ National Lead Laboratory Accreditation Program: Laboratory Quality System Requirements <https://www.epa.gov/sites/production/files/documents/lqsr3.pdf>, accessed September 20, 2017.

APPENDIX D

Document Revision History

Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition

Summary of Revisions November 2019

1. The description of currently established building material evaluation protocols for asbestos and lead-based paint were moved from Section 2 to Appendix C.
2. Both window glazing putty and window caulking were added as examples within the “Caulks and Sealants” category to the list of priority materials to sample in Section 2.1.
3. Added clarification in Section 2.1 that sampling of the priority building materials listed in the protocol is required at a minimum. Sampling of building materials coming into contact with priority building materials is not required specifically by this protocol, but may or may not be part of any subsequent remediation. Also clarified that applicants who have conducted sampling prior to the publication of the protocol may use that data provided it is consistent with the protocol.
4. California-ELAP was added to Section 2.2.4 as an acceptable accreditation for a laboratory used to analyze priority building materials for PCBs (in addition to the national NELAP accreditation).
5. Added a clarification to Section 2.2.1 that decontamination with certain solvents (e.g., hexane) may be utilized for cleaning of tar-like substances off of sampling tools, followed with the standard decontamination procedures listed in the protocol. It is recommended that equipment is air-dried, but it is up to the discretion of the environmental professional to use alternative drying methods if time constraints for air-drying are prohibitive.
6. Section 2.2.3 was revised to increase the reporting limit from 50 to 500 micrograms per kilogram and to allow for the reporting limit to be modified to account for necessary dilutions or interferences, as determined by the laboratory.
7. Minor edits were made to the text throughout to correct typographical errors and improve clarity. In addition, clarifying edits to nomenclature were made to the photo log in Appendix B.



Date: May 17, 2023

To: Management Committee

From: Karin Graves, Program Manager

Subject: Committee Assignments and Management Committee Chair

Recommendation:

Approve Administrative Committee and sub-committee assignments for FY 23/24. Elect the Management Committee Chair and Vice-Chair for FY 23/24.

Background:

Administrative Committee Members

Attached is a chart (Attachment 1) showing membership of the Administrative Committee over the last several years, this year, and next year (FY 23/24). Membership was determined in accordance with the rules established in Exhibit A of the CCCWP Program Agreement (Attachment 2).

Sub-Committee Membership Rosters

The CCCWP Program Agreement requires the Management Committee, at its May meeting, to approve membership in all sub-committees for the following fiscal year. In accordance with the CCCWP Program Agreement (2010-2025), every municipality must participate as a voting member on at least one (1) subcommittee. Municipalities with a population of 50,000 or more (i.e., Antioch, Brentwood, Concord, Pittsburg, Richmond, San Ramon, and Walnut Creek) must participate as a voting member on a minimum of two (2) subcommittees. Contra Costa County must participate on the Administrative Committee and a minimum of two (2) additional subcommittees. The Contra Costa County Flood Control and Water Conservation District (Flood Control District) must participate on the Administrative Committee and a minimum of one (1) additional subcommittee.

On April 26, 2023, staff asked Permittees to provide their sub-committee membership choices for next FY 23/24 using the Sub-Committee Membership form. A chart showing the membership in all CCCWP sub-committees and regional (BAMSC) Work Group/Subcommittees will be handed out at the May 17 meeting.

Management Committee Representatives and Chairs

May is also a time to evaluate changes to or affirm the duly authorized representatives for each Permittee. If a Permittee chooses to change their duly authorized representative, they must send the Program Manager a letter indicating who the duly authorized representatives will be. There is a specific letter template for this purpose. Please note that Permittees can include the names of substitutes in this letter, so a separate written notice later in the year would not be necessary if the substitute shows up at a Management Committee meeting. If the CCCWP does not receive a letter from a Permittee, then their duly authorized representatives from the current year will carry over to next year. Any known changes to Permittee duly authorized representatives were requested on April 26, 2023. Using the information provided by Permittees staff are drafting the FY 23/24 Management Committee roster, showing the duly authorized representatives for each municipality, that will be handed out at the May 17 meeting.

Per the CCCWP Program Agreement, the Chair and Vice Chair of the Management and Committee for the following fiscal year shall be chosen at the May Management Committee meeting. The Chair of the Management Committee will also serve as the Chair of the Administrative Committee. The Vice Chair of Management Committee however, does not need to be the Vice Chair of the Administrative Committee. Chairs and Vice Chairs for Sub-Committees are chosen in July at their first meetings in the new fiscal year.

Fiscal Impact:

None

Attachments:

1. Administrative Committee Chart
2. Exhibit A of the CCCWP Program Agreement

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TECHNICAL MEMORANDUM



**SANDY MATHEWS. CPESC,
QSD**

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510-883-9873
sandym@LWA.com

DATE: May 1, 2023

TO: Bay Area Municipal Stormwater
Collaborative Steering Committee

COPY TO: _____

SUBJECT: Construction Site Control Program Enhancement Options for Demolition Sites Subject to the PCBs Management Program

This memorandum transmits the construction site enhancement options deliverable of the Bay Area Municipal Stormwater Collaborative (BAMSC) Managing Project of Regional Benefit: *PCBs during Building Demolition – Guidance Update*.

This work product provides guidance for Permittees to identify appropriate construction site control program enhancements to minimize migration of PCBs into the storm drainage system during demolition in accordance with the requirements of the Municipal Regional Stormwater Permit (MRP 3.0) Provision C.12.g.

MRP 3.0 provides latitude for Permittees to select the enhancements best suited to their C.6 Construction Site Control Program. The options identified in this memorandum provide Permittees with a robust but flexible framework that allows for tailoring the enhancements to their C.6 Construction Site Control Programs for demolition sites subject to the PCBs Management Program. The options were reviewed by the Regional Project Workgroup and subsequently by the Countywide Programs and updated based on the input provided.

Per the requirements of MRP 3.0, the enhancements must be implemented no later than July 1, 2023, and rainy season inspections must commence with the 2023 rainy season.

Purpose and Background

In accordance with MRP 2.0 requirements, Permittees began requiring applicants for building demolition permits (or the equivalent) to evaluate the potential for polychlorinated biphenyl (PCBs) in select building materials (PCBs in Building Material Program). The evaluation process was outlined in the *PCBs in Priority Building Materials: Model Screening Assessment Applicant Package* (BASMAA 2018, Revised 2019). This process defines the buildings that must be evaluated (Applicable Structures¹) and details the protocol to screen building materials for PCBs, resulting in the removal of priority PCBs-containing building materials prior to demolition.

MRP 3.0 Provision C.12.g requires that Permittees inspect demolition sites subject to the PCBs Management Program² during demolition (C.12.g.ii (3)) beginning with the 2023 rainy season (October 1-April 30). Provision C.12.g.ii (4) requires that Permittees enhance their construction site control programs to minimize migration of PCBs into the municipal separate storm sewer system (MS4)³ during demolition beginning July 1, 2023.

This document outlines options for Permittees to enhance their construction site control programs to meet the requirements of MRP 3.0 Provisions C.12.g.ii (3) and (4), which state (emphasis added):

*C.12.g.ii (3) Beginning the 2023 rainy season, **Permittees shall inspect demolition sites with applicable structures containing building materials with PCBs concentrations of 50 ppm or greater** pursuant to Provision C.6 to ensure that effective construction pollutant controls are used to prevent discharge into the MS4.*

*C.12.g.ii (4) **Permittees shall enhance their construction site control program to minimize migration of PCBs into the MS4 from applicable structures containing building materials with PCBs concentrations of 50 ppm or greater** during demolition activities. Enhancements may include inspecting demolition sites monthly during demolition activities in the dry season (May – September) and requiring the demolition contractors to sweep the project sites and the streets around the property with street sweepers that will effectively remove sediment and dust. Implementation of enhancements shall begin no later than July 1, 2023.*

¹ Applicable Structures are defined as buildings constructed or remodeled between January 1, 1950 and December 31, 1980. Wood framed buildings and single-family residential buildings are not Applicable Structures regardless of the age of the building.

² For brevity, buildings subject to the PCBs Management Program are Applicable Structures containing building materials with PCBs concentrations \geq 50 ppm.

³ The MS4 is defined in MRP 3.0 as “A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains), as defined in 40 CFR 122.26(b)(8)...” See the MRP 3.0 Glossary for the full definition.

Construction and PCBs Control Programs Established During MRP 2.0

Permittees implement a Construction Site Control Program pursuant to MRP Provision C.6 and a program to ensure that PCBs containing materials are removed prior to the general demolition of applicable buildings (MRP Provision C.12.g).

Under the existing C.6 Construction Site Control Program, Permittees

- Require applicants for grading permits to develop, submit, and implement erosion control plans with site- and seasonally-specific best management practices (BMPs) (C.6.c and C.6.d);
- Provide wet season⁴ reminders (C.6.e); and
- Inspect sites monthly during the wet season with follow-up inspections as warranted (C.6.e).

Under the PCBs in Building Material Program, Permittees require applicants to assess building materials for PCBs before issuing the demolition permit. If PCBs are detected, the applicant is responsible for properly handling and disposing of the PCBs-containing materials in accordance with state and federal laws and regulations before commencing general demolition (e.g., knocking down the structures).⁵

Construction Program Enhancement Options for Demolition Sites Subject to the PCBs Management Program

MRP 3.0 provides latitude for Permittees to select the enhancements best suited to their C.6 Construction Site Control Programs.

Table 1 summarizes the existing and required actions for the PCBs Management Program. The main addition is a wet season inspection of demolition sites subject to the PCBs Management Program. Note that if a project is otherwise subject to the C.6 construction site inspections, the requirement to conduct monthly wet season inspections applies.

The menu presented in **Table 2** provides inspection and other site control enhancement options for Permittees' consideration.

To address the requirements of C.12.g, Permittees need to implement the controls in **Table 1** **and** select a set of options to enhance their Construction Site Control Program for demolition sites subject to the PCBs Management Program from **Table 2**.

The options provided in **Table 2** were identified by considering: existing C.6 Construction Site Control Program requirements; recommendations and requirements included in MRP 3.0; and other regulatory programs, such as the requirements in the 2022 Construction Stormwater General Permit (CGP).⁶

⁴ Per MRP 3.0 Provision C.6.e, for the purposes of inspections, wet season is defined as October 1 through April 30.

⁵ Removal of PCBs-containing materials is typically defined as part of the demolition phase, so this document uses the term *general demolition* to characterize the dismantling or knocking down of the structure that occurs following the PCBs-removal action.

⁶ Order 2022-0057-DWQ.

It is up to each Permittee to select their enhancement option(s). For example, depending on a particular program, a Permittee may prefer to enhance their Construction Site Control Program by augmenting the number and type of inspections performed by municipal inspectors, while for other Permittees it may be preferable to specify BMPs for the applicant to implement. Once selected, Permittees will need to revise their Construction Site Control Program to implement the selected enhancement(s).

Table 3 provides a supplemental set of BMPs that could be established if a municipality chooses to require a specific set of BMPs for demolition projects, in accordance with the corresponding option provided in **Table 2**.

Overall, the process of selecting options from these tables is intended to provide Permittees with a robust but flexible framework that allows for tailoring the enhancements to their C.6 Construction Site Control Programs.

Table 1. C.12.g Baseline Controls for Demolition Sites Subject to the PCBs Management Program⁷ (Implement all Controls)

Action	Practice	Notes
General Demolition Wet Season ⁸ Inspections	<ul style="list-style-type: none"> Inspect demolition projects once during general demolition⁹ during the wet season. 	<ul style="list-style-type: none"> Required by C.12.g ii (3). Inspection would focus on the demolition activity and stormwater BMPs implemented for this activity. If the site falls under the C.6.e Construction Site Inspection Program (i.e., ≥ 1 acre, hillside site, or high priority site) monthly inspections also apply.
Complete Any PCBs Abatement Action Before General Demolition Activities	<ul style="list-style-type: none"> Require applicants to test the priority building materials for PCBs before demolition and to properly handle and dispose of any PCBs-containing materials in accordance with state and federal laws and regulations. 	<ul style="list-style-type: none"> Required by C.12.g.ii (1) The PCBs in Building Materials Program requires testing of priority building materials for PCBs before demolition. If PCBs are detected, the materials must be properly handled and disposed in accordance with state and federal laws and regulations.
Construction Site Control Program BMP Requirements	<ul style="list-style-type: none"> Review Erosion Control Plan BMPs related to the demolition phase submitted by applicant. 	<ul style="list-style-type: none"> Required by C.6.c and C.6.d. Continue to implement the municipal program for reviewing applicant Erosion Control Plan and BMPs submittals.

⁷ For brevity, this means demolition sites with applicable structures containing building materials with PCBs concentrations of 50 ppm or greater. See the *PCBs in Priority Building Materials: Model Screening Assessment Applicant Package* for additional detail on applicable structures.

⁸ Per MRP 3.0 Provision C.6.e, for the purposes of inspections, wet season is defined as October 1 through April 30.

⁹ Removal of PCBs-containing materials is typically defined as part of the demolition phase, so this table uses the term *general demolition* to characterize the dismantling or knocking down of the structure that occurs following the PCBs-removal action.

Table 2. C.12.g ii (4) Construction Site Control Program Enhancement Options for Demolition Sites Subject to the PCBs Management Program¹⁰

(Select an Appropriate Set of Options for your Municipality)

Enhancement Options	Practice	Notes
Municipal Inspection Options		
1. Demolition Phase Dry Season Inspection(s) ¹¹	<ul style="list-style-type: none"> Dry season inspection(s) of demolition projects during general demolition.¹² 	<ul style="list-style-type: none"> This would be an enhanced effort;¹³ dry season inspections are not required for C.6 projects. Inspection frequency would be determined by the municipality. Inspection(s) would focus on the demolition activity and BMPs implemented for this activity.
2. Demolition Phase Wet Season ¹⁴ Inspections	<ul style="list-style-type: none"> Additional wet season inspections during general demolition. 	<ul style="list-style-type: none"> This would be an enhanced effort beyond the required single wet season inspection identified in Table 1. Increased inspection frequency would be determined by the municipality. Inspection(s) would focus on the demolition activity and BMPs implemented for this activity.
3. Pre-Con Inspection	<ul style="list-style-type: none"> Inspection of demolition projects prior to commencement of the general demolition. 	<ul style="list-style-type: none"> This would be an enhanced effort; pre-con inspections are not required for C.6 projects. Inspection would focus on the preparation of the demolition site and the BMPs planned to be implemented, and general stormwater awareness.

¹⁰ For brevity, this means demolition sites with applicable structures containing building materials with PCBs concentrations of 50 ppm or greater. See the *PCBs in Priority Building Materials: Model Screening Assessment Applicant Package* for additional detail on applicable structures.

¹¹ The dry season is May 1 through September 30; see footnote 13.

¹² Removal of PCBs-containing materials is typically defined as part of the demolition phase, so this table uses the term *general demolition* to characterize the dismantling or knocking down of the structure that occurs following the PCBs-removal action.

¹³ The term enhanced effort is relative to the MRP requirements for C.6 or C.12. Some municipalities may have programs that go beyond the MRP requirements. In this case these existing efforts would be characterized as enhancements relative to C.12.g (4) because they exceed the MRP requirements.

¹⁴ Per MRP Provision C.6.e, for the purposes of inspections, wet season is defined as October 1 through April 30.

Table 2. C.12.g ii (4) Construction Site Control Program Enhancement Options for Demolition Sites Subject to the PCBs Management Program¹⁰

(Select an Appropriate Set of Options for your Municipality)

Enhancement Options	Practice	Notes
Specified Applicant BMP Options		
1. Street Sweeping – Demolition Phase	<ul style="list-style-type: none"> Require daily sweeping of project and adjacent streets using vacuum or regenerative air sweepers to effectively remove sediment, dust, and debris throughout the general demolition phase. 	<ul style="list-style-type: none"> Part of C.6 sediment control BMP suite. Adds minimum frequency. Limits enhancement to the highest risk period.
2. Street Sweeping – All Phases	<ul style="list-style-type: none"> Require daily sweeping of project and adjacent streets throughout the project using vacuum or regenerative air sweepers to effectively remove sediment, dust, and debris. 	<ul style="list-style-type: none"> Part of sediment control BMP suite. Adds minimum frequency. Enhancement throughout project to address potential pollutant halo effect.
3. Cover Demolition Debris – Wet Season	<ul style="list-style-type: none"> Cover demolition debris with an impermeable liner (or equivalent) during wet season or when rain is forecast. 	<ul style="list-style-type: none"> Part of C.6 good site management BMP suite. CGP minimum BMP for demolition sites. Enhancement specifies covering demolition debris during the wet season.
4. Cover Demolition Debris – Wet and Dry Season	<ul style="list-style-type: none"> Cover demolition debris with an impermeable liner (or equivalent) at all times. 	<ul style="list-style-type: none"> Part of C.6 good site management BMP suite. Enhancement specifies covering demolition debris at all times to address both wind and water migration.
5. Specified BMPs for Demolition Projects	<ul style="list-style-type: none"> Establishing a set of BMP requirements for demolition projects. See Table 3 for an example set of BMPs. Review Erosion Control Plans to ensure BMPs are included. 	<ul style="list-style-type: none"> MRP requires submittal and approval of Erosion Control Plans for C.6 regulated projects. MRP requires use of site-specific, seasonally and phase appropriate BMPs. This enhancement would specify BMPs for projects subject to the PCBs Management Program based on the C.6 BMP categories.

Table 3. Example Set BMPs Options for Demolition Project Erosion Control Plans (See Table 2 Option 5)

C.6 BMP Category	Specific BMP
Erosion Control	Provide temporary soil stabilization with hydroseeding, soil binders, or erosion control blankets for all disturbed soils within 14-days of the area becoming inactive.
Erosion Control	Provide temporary soil stabilization with erosion control blankets or geotextiles disturbed soils in the demolition zone when rain is predicted.
Erosion Control	Use water and/or dust palliatives to manage dust during the demolition process. Dust control water must be managed to prevent runoff or collected for proper disposal.
Run-on and Runoff Control	Use earth dikes, drainage swales and/or other controls to direct run-on away from demolition site and debris storage areas.
Run-on and Runoff Control	Use earth dikes, drainage swales and/or other controls to direct runoff from the site to sediment controls.
Sediment Control	Install site perimeter controls (e.g., wattles, silt fences) around the project site.
Sediment Control	Install perimeter controls (e.g., wattles, silt fences) around the demolition area and debris management areas.
Sediment Control	Install stabilized entrances to minimize sediment track-out.
Sediment Control	Sweep streets and pavement on the project site and adjacent streets using vacuum or regenerative air sweepers to effectively remove sediment, dust, and debris.
Sediment Control	Install inlet protection at all on-site and off-site storm drain inlets that receive project runoff.
Good Site Management Dust Management	Use manual tools or tools that employ misters, e.g., wet sanders to generate lower dust volumes. Water must be collected for proper disposal.
Good Site Management Dust Management	Construct work containment zones to prevent spread of potentially contaminated dust – use plastic sheeting, vacuum, and/or install a decontamination area.
Good Site Management Waste Management	Cover demolition debris with an impermeable liner or place into covered leak tight debris bins.
Good Site Management Waste Management	Properly dispose of wastes (debris, liquid, and BMPs). Maintain waste disposal records (e.g., manifests, bills of lading) and submit to the local agency and EPA as required.
Good Site Management Materials Management	Decontaminate equipment before storing outdoors or using in other parts of the project.
Non-Stormwater Management	Contain decontamination water in covered leak-tight containers inside a building or inside secondary containment.

Commenter	Document commented on	Page
Mary Morse - San Jose, CA	C.12.g. Construction Site Enhancement Options	1
Rachel Clemons - San Jose, CA	C.12.g. Construction Site Enhancement Options	2
Rachel Clemons - San Jose, CA	C.12.g. Construction Site Enhancement Options	3
Rachel Clemons - San Jose, CA	C.12.g. Construction Site Enhancement Options	3
Tiffany Ngo - San Jose, CA	C.12.g. Construction Site Enhancement Options	3
Jolan Longway - Pittsburg, CA	C.12.g. Construction Site Enhancement Options	4
Rachel Clemons - San Jose, CA	C.12.g. Construction Site Enhancement Options	4
Rachel Clemons - San Jose, CA	C.12.g. Construction Site Enhancement Options	4
Rachel Clemons - San Jose, CA	C.12.g. Construction Site Enhancement Options	4
Tiffany Ngo - San Jose, CA	C.12.g. Construction Site Enhancement Options	4
Tiffany Ngo - San Jose, CA	C.12.g. Construction Site Enhancement Options	5

Julie Schaer, West Valley	C.12.g. Construction Site Enhancement Options	
Julie Schaer, West Valley	Model Applicant flow Chart	1
Julie Schaer, West Valley	Model Applicant flow Chart	1
Rachel Clemons - San Jose, CA	Model Applicant flow Chart	1
Rachel Clemons - San Jose, CA	Model Applicant flow Chart	1
Rachel Clemons - San Jose, CA	Model Applicant flow Chart	1
Tiffany Ngo - San Jose, CA	Model Applicant flow Chart	1
Tiffany Ngo - San Jose, CA	Model Applicant flow Chart	1
Tiffany Ngo - San Jose, CA	Model Applicant flow Chart	2
Julie Schaer, West Valley	Model Applicant flow Chart	1, 2
Mary Morse - San Jose, CA	Model Applicant Package	1
Rachel Clemons - San Jose, CA	Model Applicant Package	7
Rachel Clemons - San Jose, CA	Model Applicant Package	9
Simret Yigzaw - San Jose, CA	Model Applicant Package	9
Tiffany Ngo - San Jose, CA	Model Applicant Package	9
Tiffany Ngo - San Jose, CA	Model Applicant Package	9
Simret Yigzaw - San Jose, CA	Model Applicant Package	11

Julie Schaer, West Valley	Model Applicant Package	4
Julie Schaer, West Valley	Model Applicant Package	2, 3
Julie Schaer, West Valley	Model Applicant Package	
Julie Schaer, West Valley	Model Applicant Screening Form	1
Julie Schaer, West Valley	Model Applicant Screening Form	1
Tiffany Ngo - San Jose, CA	Model Applicant Screening Form	1
Daniel Matlock - Fremont, CA	Model Applicant Screening Form	2
Daniel Matlock - Fremont, CA	Model Applicant Screening Form	3
Julie Schaer, West Valley	Model Applicant Screening Form	3
Mary Morse - San Jose, CA	Model Applicant Screening Form	3
Mary Morse - San Jose, CA	Model Applicant Screening Form	3
Rachel Clemons - San Jose, CA	Model Applicant Screening Form	3
Simret Yigzaw - San Jose, CA	Model Applicant Screening Form	3
Julie Schaer, West Valley	Model Applicant Screening Form	4
Mary Morse - San Jose, CA	Model Applicant Screening Form	4
Mary Morse - San Jose, CA	Model Applicant Screening Form	4

Simret Yigzaw - San Jose, CA

Model Applicant Screening Form

4

Summary of comment

Re: purpose and background - Include guidance on notification requirements (municipality, State, and EPA); HazWaste Manifest verification, enforcement for failure to comply with either of the above C.12 requirements

Re: any combo of municipal and contractor activities can be selected as long as at least one option is selected from both Tables 1 and 2 - Meaning here is not clear. Please clarify on what municipalities need to choose, specifically.

Re: wet season notification practice in Table 1: Add C.6 reference to the wet season notification for readers that are less familiar with Provision C.6 requirements.

Re: monthly inspections in active demolition phase - How are we defining the active demolition phase? After demo permit is received? After one week notification? During actual demolition of building?

Re: monthly inspections in active demolition phase limiting inspections to demolition phase even if during rainy season - Just want to confirm - does this mean that the inspections would only focus on the demo work occurring on site, if the construction is occurring during the rainy season? Provide clarification that distinguishes this bullet point from the "Monthly inspections of these projects during

Re: street sweeping - need more guidance on how to address sweeping in known contaminated areas (potential need for a separate sweeper?), as areas known to contain PCBs contamination are typically taken offline and disposed of as hazardous waste.

Re: monthly inspections of projects in active demolition phase during dry season - Would this enhancement only be for C.12.g demolitions, or for all demolitions inspected through C.6?

Re: BMP to complete PCBs removal before other activities - Three questions:

- 1) Page 1 says we only need to choose one option, so is it saying if we choose this one (which it states "is required by the current program",) then we don't need to do dry season inspections? Or do we need to choose one from each section of table 2? Please clarify in the instructions on page 2.
- 2) What is meant by "other construction demolition activities"?
- 3) Who will confirm this and how will they check that it was done?

Re: requiring daily sweeping and effective removal of sediment/dust/debris during demolition phase - See previous comment. How are we defining demolition phase?

Re: BMP to complete PCBs removal before other activities - Confirm if this ("Complete PCBs removal action before other activities") should be an option, since it seems to be a requirement for each

Re: usage of earth dikes and drainage swales for run-on management - Since this is for both run-on and runoff control, consider adding BMPs for runoff.

Redlines in document
New box is easier to follow for green diamonds. Make box at bottom blue. Check all fonts matching inclu
Re: identifying PCBs > 50 ppm - delete - It says this above in the blue diamond.
Re: wood-framed vs. single family residential building - There may be a separate document for this but shouldn't the C6 Construction Site Control requirements be mentioned in any of these forms perhaps in the >50ppm statement? It mentioned the need to notify 1 week before demo but where in the process will applicant be made aware that they need to implement C6 BMPs?
Re: wood-framed vs. single family residential building - "Applicant submits screening form, and if necessary, supporting documents to municipality."
Re: "complete demolition" - Confusing use of 'complete' as qualifier. See previous comment on Applicant Package.
Recommend adding in a clear starting point, maybe even including a "submit permit application to the municipality" or something so that the first step is more clear.
Re: applicant sampling and using available records to assess PCBs - Consider referring to Part 3 in the screening form for clarity, since the Protocol for Evaluating... is buried as a third attachment in the applicant package. Just seems like this would be hard to grasp for someone unfamiliar with the
Consider defining the acronyms. If this is a reference document for the process, information included should be made more clear.
Re: "Note 1" - Not sure why the six separate items were named "Note 1", seems to make more sense to be six notes.
New logo since BASMAA no longer exists
Re: Question 2c and "complete demolition" - "Suggest delete word 'complete' since the key definition above doesn't define a 'complete demolition', only a 'demolition'. Leaving in the adjective could confuse the applicant
Re: hazardous waste manifest submittal for projects not subject to EPA approval - "I do not see this wording in the MRP. "if the project is not subject to US EPA approval."
Re: hazardous waste manifest submittal for projects not subject to EPA approval - Should we request the applicant to show documentation of notification or approval to US EPA?
Re: notifying municipality of actual demolition dates once demolition is completed - Confirm whether this is done at the same time as the bullet above, or if this is to be reported afterward once the extent of the demolition (total # of days) is known. The use of the word "actual" implies that the dates may be different from the dates reported to the WB, EPA, and City, which is confusing. I edited the text in case
Re: hazardous waste manifest submittal for projects not subject to EPA approval - consider adding what the next steps would be for a project that is subject to EPA approval.
Re: EPA contact Steve Armann - Same comment on as in model applicant screening form.

Re: Table of contents - Fix font, doesn't match rest of doc

Are these two pages still needed, can they be removed or moved to the end?

Re: blue box with federal and state regulations - Is the blue box supposed to match other docs that have six regulations and are labeled "Note 1"? Should be consistent throughout all documents

Re: "Applicant Instructions" - What document is considered the "applicant instructions"? If it is the "PCBs in Priority Building Materials: Model Screening Assessment Applicant Package" than I think this form should use the full name.

Re: notices at the end of the form - It's not at the end of the form , it's page 4 of 12 pages. Make more clear

Re: "Type of Construction" field - Should there be examples to make it clear?

Re: documents required if using existing sampling records to assess PCBs - If possible, modify to make it clear that all these documents are needed with the submittal. We will receive forms missing these

Re: certification for building materials w/ >50 ppm PCBs - Shouldn't we add enhanced BMPs to this to make sure that option 2 is covered in the enhanced construction BMPs?

Re: certification for building materials w/ >50 ppm PCBs - This doesn't make sense to have this here if the applicant does not get to Part 3. "I further certify that for Applicable Structures" - There is no explanation of what is meant by "applicable structure". Should have a separate certification boxes. One for stopping at Part 2 and additional for those going on the Part 3.

Re: notifying SF Water Board prior to demolition - Water Board should designate acceptable notification mechanisms. E.g.: dedicated email account, phone number, etc.

Re: notifying EPA prior to demolition - EPA should designate acceptable notification mechanisms. E.g.: dedicated email account, phone number, etc.

Re: certification for building materials w/ >50 ppm PCBs - Should we list consequences/enforcement/referral actions if applicants do not comply so they are aware? This is tricky because they will already have their demo permits at this stage.

Re: hazardous waste manifest submittal only required for sites where notification and advance notice from EPA were not required - How do municipalities ensure the sites require notification and advance approval from EPA? Is there documentation the applicants can provide?

Re: PCBs note 1 - You will see my comment about this "Note 1" on the flow chart. Why is it called Note 1 instead of "Federal and State Regulations" "Notes 1-6"? It's much easier to track a list of items that are numbered

Re: EPA contact Steve Armann - What if Steve leaves? Will USEPA give us updated contact info? Recommend a generic contact instead similar to what DTSC and CalOSHA have.

Re: SF Water Board contact Jan O'Hara - Jan DID leave. Will the Water Board give us updated contact info? Recommend a generic contact instead similar to what DTSC and CalOSHA have.

Re: need to EPA prior to demolition - Would it be possible to expand on when applicants need to notify or seek advance approval from USEPA?

Response

This section will not be added to the guidance document, background on this if recommended should be added to the applicant package.

Revised the discussion and table to clarify the requirements and options.

This option has been changed, but references to the C.6 sections have been added.

The terminology has been revised to "general demolition" and defined.
Removal of PCBs-containing materials is typically defined as part of the demolition phase, so this document uses the term general demolition to characterize the dismantling or knocking down of the structure that occurs following the PCBs-removal action.

The options have been revised and a clarification added to note
Inspection would focus on the demolition activity and BMPs implemented for this activity.

This was discussed during the workgroup meeting and the consensus was that once PCBs have been removed from the building the concentrations of PCBs in sediment and dust tracked onto the street would likely not be hazardous. However contractor would need to assess this for their sites.

Only an enhancement for projects subject to C.12.g. This has been clarified in the document.

Revised the discussion and table to clarify the requirements and options.

The terminology has been revised to "general demolition" and defined.
Removal of PCBs-containing materials is typically defined as part of the demolition phase, so this document uses the term general demolition to characterize the dismantling or knocking down of the structure that occurs following the PCBs-removal action.

The options have been revised and this was move the basic program table.

Added a line for runoff controls.

Addressed.

Adjusted title box font to match rest and made bottom box blue. Not sure what meant by "New box is easier to follow for green diamonds." There is no new box.

Done.

Added reference to the Construction Program Enhancements Options document in the Applicant Package.

Edited flowchart per this comment.

Complete refers to whole building demo vs. partial demo. Only the former is included in program.

Beyond the scope of this project. Please note original BASMAA document was fully vetted.

Done.

Defined TSCA. Other acronyms already defined.

Deleted from flow chart file and revised elsewhere to show Notes 1 - 5.

This is still a BASMAA document and there is no logo for BAMSC, an informal organization.

Complete refers to demolishing the entire building vs. partial demo (e.g., for renovation). Only the former is included in program. Edited language to clarify.

Edited to use exact MRP language.

Added new language to certification stating that applicant will notify municipality if notification and advance approval from the U.S. EPA was required for the site.

Edited Applicant Package in accordance with these comments.

If a project is subject to EPA approval then the municipality simply follows its usual procedures under the building/demolition permit.

Updated the contact info. Please note that general web page URLs are also provided. If contacts change in the future the web pages should have updated contact information.

Done.

We are leaving the original document intact and only updating as needed for MRP 3.0.

Edited documents to make consistent.

Edited documents to clarify.

Edited document to clarify.

The instructions in the Applicant Package provide options for types of construction.

Done.

The municipality (not the applicant) takes the lead on selecting enhanced inspections/BMPs and implementing or requiring implementation of the enhanced inspections/BMPs. The certification is for applicant-led actions only.

Added footnote explaining what Applicable Structure is and referring to instructions. The second part of certification only applies to demo sites that have Applicable Structures containing building materials with PCBs concentrations of 50 ppm or greater. Edited the language to clarify.

We will reach out to them about this.

We will reach out to them about this.

Per discussions with workgroup, added some generic options to the Applicant instructions (see Part 4. Certification) and noted that for further information, Applicant should contact the municipality with jurisdiction over the demolition. Ultimately each municipality will need to decide how to handle enforcement in its jurisdiction.

Yes there should be written communications between applicant and EPA that could be forwarded to municipality. However, this is mostly self certifying program, municipality not required to verify what is certified.

Edited accordingly.

Updated the contact info. Please note that general web page URLs are also provided. If contacts change in the future the web pages should have updated contact information.

Updated the contact info. Please note that general web page URLs are also provided. If contacts change in the future the web pages should have updated contact information.

This is complex topic beyond the scope of this project.

Commenter	Document commented on	Summary of comment	Response
Lucille Paquette	Applicant Package Flow Chart	Seems like to Flow Chart is incomplete. It doesn't add the new requirements for the contractor to implement C.6 stormwater controls, notify the Permittees, RWB or WPA or get official documentation that it was disposed of properly.	Added additional information to flow chart.
Lucille Paquette	Applicant Package Form	Box Year Building was built could be multiple buildings, built diff years. The directions don't mention filling out a form/screening for each building or (s) on Building, though it mentions that it could be more than 1 APN. What is the recommendation on this? Possibly more boxes, or direction to add more info at end of form?	The applicant package notes: <i>if the project includes the demolition of multiple buildings complete one form for each building to be demolished.</i> Added this same note to form.
Lucille Paquette	Applicant Package including Form	Likewise, this talks about Applicable Structures. It might be good to have the "s" as (s). So folks don't mistake one building as not applicable.	Clarified lanugage everywhere by using singular (i.e., Applicable Structure) rather than plural.
Lucille Paquette	Applicant Package including Form	When mentioning that the EPA and RWB need to be contacted, it should specify "at the contact below", or see contacts below.	The contacts provided are more for general purposes. We still plan to confer with RWB and EPA staff about best methods/contacts for these notifications.
Lucille Paquette	Applicant Package including Form	Why is there nothing in here about stormwater controls need to be implemented. I understand it is municipal procedures to get inspected, but the contractors should be informed somewhere in this packet about their responsibility to implement construction stormwater BMPs.	There is a note about this in the Applicant Package. Added the same note to the form and flow chart.
Lucille Paquette	Applicant Package	Packet – the word current – delete or clarify in the text, as "MRP 3, prior to July 1, 2023". I see the footnote, but to me, the term keeps inserting the uncertainty of when I'm looking at this document compared to what an old document, or permit/provision or update might say. Speak from MRP3, and before or after July 1, 2023/implementation date. A solid definition of permit provision and date is preferred. Also using new effort vs enhanced effort. Can we just use enhanced effort – since there is no requirement to control Demolition sites before this provision Implementation date.	Made some clarifications and simplifications to text in Applicant Package in accordance with these comments.
Kristin Kerr on behalf of SCVURPPP Permittees	Table 2 Enhancement Options Tech Memo	I only received one comment from SCVURPPP Permittees on the materials. One Permittee was confused regarding the reference in Table 3 to "see Table 2 Option 5". Table 2 starts on page 5 and is clearly labeled. But the Permittee didn't know "what table is on pg. 6". My suggestion was to have "Table 2 (continued)" at the top of page 6. If that doesn't work I think it is fine to leave as is. I don't think this is really an issue since there is only one Option 5 – it shouldn't be hard to find.	The table titles were set to repeat on second page of the table.
Kristin Kerr	Applicant Package	Add a reference to MRP 3.0 since the Provision number has changed.	Done, referred to new Provision.
CCCWP	Applicant Package Form	Change the reporting form to have an option for "applicable building but exempt from monitoring." (due to abatement for asbestos, lead, or other hazardous substances).	Added the following note to the reporting form: <i>if a material has been determined to contain asbestos, lead or other hazardous substances and will be abated under an associated waste program, that material need not be sampled for PCBs under this program</i> . This note is also in Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (2018, revised November 2019) (Attachment C to Applicant Package).
CCCWP		What new reporting is required for the MRP 3 enhancements? For example, the NRG tower in the City of Pittsburg is an ongoing project and will be demolished this summer and has known PCBs. Correct to assume that the City should be keeping records from the C.6 inspections?	The effective date of the enhancement is July 1, 2023. Demolition projects that were approved prior to July 1 would be subject to the construction site program enhancements. This has been added to the options memo. However they would not be subject to new reporting requirements (i.e., C.3.g.ii (1) and (5)). Reporting requirements for this program are listed in the 2022-23 Annual Report forms.
CCCWP		Outreach/factsheet to contractors would be very helpful to let them know they need stormwater controls on a demo site. For example, Pittsburg is in the middle of a demo project that will be going on during this transition. Are contractors aware these additional requirements are upcoming? Can we put notices on counters? Make it part of the requirement to obtain a demo permit?	Developing factsheets is beyond the scope of this project. However since each permittee will select specific enhancements a regional factsheet would not be able to provide municipality specific information.
CCCWP		The Applicant Package should discuss the C.6 additional requirements.	The applicant package references the C.6 enhancements, but specifics cannot be added to the model as it is up to each permittee to select their enhancements.
CCCWP		More clarification on the process. Are the enhancements required during the PCBs demo phase of the project or just during the "general demolition"? We get the screening back and there are PCBs. Then we continue to inspect the site as a regular construction sites. Then we get the waste manifest?	The sequence of demolition activities will vary. However, the assessment for PCBs in building material should occur before demolition has started. By the time the demolition phase starts, which is presumed to include the removal of PCBs and other materials like asbestos, applicants and the MS4 will know if it is an PCBs Demolition Site. Depending on the options selected by the municipality, the enhancements would continue at minimum through the general demolition phase. Manifests might be provided once the PCBs removal action is complete and wastes or disposed or might be provided at the end of the project when the permits are closed out.
CCCWP		How should Permittees address applicable, non-jurisdictional buildings (e.g., DMV, state/federal buildings, schools) since permits are not required?	Permittees only need to address those projects to which they issued permits.
Camille Leung	Enhancement Options Tech Memo	MS4 – Only areas with Stormdrains?? Applicable to areas without stormdrains??	Added definition of MS4 from the MRP. The MS4 is broadly defined to include storm drains as well as streets and gutters.
Camille Leung	Table 2 Enhancement Options Tech Memo	Suggested adding emphasis to the cited permit language.	Emphasis added.
Camille Leung	Table 2 Enhancement Options Tech Memo	Table 2 - Items 1 and 2 are project timing specific. The controlling requirement is "during demolition" regardless of dry or wet season.	No change made, wet season and dry season inspections are different options and included because they are listed in MRP 3.0. However, the inspections would occur during the general demolition phase.
Camille Leung	Table 3 Enhancement Options Tech Memo	How should potentially PCB-laden perimeter controls be disposed of? Include proper disposal as BMP	Added BMP disposal to the Waste Management BMP.
Jim Barse	Applicant Package including Form	With regards to both the Package and the Application Form, and keeping in mind the contractor/developer/project applicant that is actually going to be using these forms, I believe the draft header that repeatedly (as a header) states "Updated for MRP 3.0" could be better stated as "April 2023 Update (for MRP 3.0)" (or whatever month becomes the final/approved month of these materials) as the user doesn't really know or care about and may even be confused by "MRP 3.0" even if the term is explained in the materials.	Made suggested edit to headers.
Jim Barse	Applicant Package including Form	The following language concerning a parallel "determination process" that is in both the Package and the Application Form is confusing, not particularly helpful, and should be improved/clarified as there does not seem to be any description or explanation or background about the process for any such "determination". See Part 4. (2) in the Form and see the corresponding Instructions section in the Package. o Within one week of it being determined, will notify the municipality whether notification and advance approval from the U.S. EPA is required for this site. o If it is determined that notification and advance approval from the U.S. EPA is not required for this site, will submit the hazardous waste manifest for the disposal of PCBs materials to the municipality within one week of it becoming available. Determined by who? How? And what does "advanced approval from the US EPA" mean? If an applicant only needs to submit docs to the EPA one week prior to initiating demolition, it does then not seem reasonable to then also expect that "advanced approval" could also be obtained. If an applicant is actually diligently working their way through these forms and this process this could generate questions that could then be directed to me as the local agency rep. "For further information, contact the municipality with jurisdiction over the demolition." And I have no further insight with which to respond to such potentially anticipated questions. I do not see any further mention about this determination process in either the Form or the Package.	Added footnotes to the Applicant Package and form to provide additional background and clarification.
Jim Barse		What do the local CUPA authorities have to say about directing hazardous waste manifests to the local municipalities? Despite what it states in Provision C.12.g., making local agency personnel responsible for receiving hazardous waste manifests seems disingenuous from a practical point of view. Reviewing HW Manifests? Do local municipal personnel really know what they are looking at/for? Shouldn't these forms be sent to the local CUPA authority for the oversight of the separate and specialized arena of hazardous waste regulations? At the very least such direction (and C12g regulation) prompts the need for a whole other sphere of discussion and coordination (and training?) between all the local municipality C12 review personnel and the local HAZ Waste oversight personnel (who are different people in a lot of Permittee worlds) in how to effectively manage such requested documentation flow and manifest review.	We are not aware of any discussions with local CUPA authorities but would be open to participating in any future discussions.
Krista MacDonald	Applicant Package	Call out who is responsible for providing PCBs concentrations and performing the testing.	Added this footnote: <i>The applicant is responsible for conducting the assessment, including collecting samples, chemical analysis, and documentation of the results.</i>
Lucille Paquette	Enhancement Options Tech Memo	Several edits suggested in redlines.	Incorporated redlines.
Jennifer Lee, City of Burlingame	Applicant Package Form	Several editorial suggestions.	Incorporated all.

Commenter	Document commented on	Summary of comment	Response
Shannan Young, City of Dublin	Applicant Package including Form	Switch "week" to "working days". Also included some questions as comments.	Made switch in applicant package and form. Responded to Shannan directly regarding her questions.
Lisa Welsh	Applicant Package	Regarding the "exempt" structures (those already abated for asbestos, lead, or other hazardous materials), Lisa A. and I inquired further at CCCWP Monitoring Committee on 4/10. I'm paraphrasing the following: <ul style="list-style-type: none"> •Amanda (San Pablo) said that the applicant took samples for PCBs but didn't send them to the lab due to high analytical costs and because disposal costs go up if PCBs are detected because it would have to go to a different facility. If cities aren't asking, this could be a common situation. •Jolan (Pittsburg) said before issuing the permit, ask if they have a J number. In Pittsburg, there are two buildings that have PCBs data anyway. •The committee discussed that maybe if PCBs are not tested due to the exemption, the contractor should still submit a manifest showing proper management. The presumption would be that PCBs are present. 	We added the following note to the reporting form: if a material has been determined to contain asbestos, lead or other hazardous substances and will be abated under an associated waste program, that material need not be sampled for PCBs under this program. This note is also in Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (2018, revised November 2019) (Attachment C to Applicant Package). Regardless of the abatement program, the applicant is still responsible for properly disposing (in accordance with all applicable laws and regulations) of all wastes and any associated chemical analysis. However, municipalities probably don't want to get involved with overseeing this beyond requiring submittal of the manifest per the MRP.
City of San Jose	Applicant Package including Form	Various editorial comments. Provided additional language to add to form to make consistent with instructions.	Suggested edits were made.
Michelle Sim	Applicant Package Form	Suggested some edits to language in form.	Suggested edits were made.
Michelle Sim	Applicant Package Form	Is there a specific professional license or qualification that the contractor will require to have to make this assessment?	At this time the contractor is not required to have a license or certification.
Michelle Sim	Applicant Package Form	Does this apply to Adhesive Mastic and Other Materials Tables?	No.
Simret Yigzaw	Enhancement Options Tech Memo	Under the existing PCBs program does the applicant need to remove PCBs-containing materials before demolition?	We changed the language to match the applicant package requirements "Under the PCBs in Building Material Program, Permittees require applicants to assess building materials for PCBs before issuing the demolition permit. If PCBs are detected, the applicant is responsible for properly handling and disposing of the PCBs-containing materials in accordance with state and federal laws and regulations before commencing general demolition (e.g., knocking down the structures)."
Rachel Clemons	Enhancement Options Tech Memo	Clarify enhancement options, do permittees need to select both a municipal action and applicant actions, a minimum number or is it up to them to decide.	We added clarifying text that it is up to each permittee to select their enhancements. BAMSC is not recommending a particular set or minimum set of actions.
Rachel Clemons	Table 2 Enhancement Options Tech Memo	What is the purpose of the Pre-con inspection.	This enhancement option was specifically requested by a permittee. The purpose of this inspection would be to check that the BMPs have been installed or will be installed prior to the commencement of the demolition. Permittees also use these inspections to raise awareness of the contractors to the stormwater concerns and required controls. Notes were added to this effect.

Administrative Committee Membership by Fiscal Year (Revised FY 23/24)

Permittee	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Countywide														
Contra Costa County	x	x	x	x	x	x	x	x	x	x	Chair	x	x	x
Flood Control District	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Central/North County														
Concord (DLM)			x					x			x			x
Walnut Creek (L)	x					x				x				X
Martinez		x			x			x					x	
Pleasant Hill				x					x			x	Chair	
Clayton		x					x				x			
Lamorinda/South County														
San Ramon (L)	x					x				x				
Danville			x					x				x		
Lafayette				x					x				x	
Orinda					x					x	x			
Moraga		x		x			x		x					Chair?
East County														
Antioch (DLM)		x			x		x			x		Chair		
Pittsburg (L)	x					x					x		x	
Brentwood (L)				x					x			x		
Oakley			x		x			x						x
West County														
Richmond (DLM)	x			x		x			x				x	
San Pablo			x					x		Chair				
Hercules		x			x		x					x		
El Cerrito			x					x			x			
Pinole	x					x				x				x

Notes:

A "Large Municipality" (L) is a municipality with a population of 50,000 or more.

One of the three municipalities with the largest population, a "Designated Large Municipality" (DLM), must be a member each year

Danville was scheduled for AC membership in FY 20/21, but due to Chris McCann retirement, Orinda agreed to trade.

Moraga was scheduled for AC membership in FY 22/23 and was Chair, but due to a consultant contract expiration, Pleasant Hill agreed to trade.

manager. Attendance of all committees shall be added to the Annual Report provided to the Regional Water Quality Control Boards.

11. The Administrative Committee shall consist of the following membership and conditions, subject to changes by the Management Committee, and shall generally follow the rotation guidelines contained in **Exhibit "A"**:

a)	Management Committee chairperson	1
b)	Flood Control District	1
c)	Contra Costa County	1
d)	"Designated Large Municipality"	1/0*
e)	Other Co-Permittees	<u>3/4*</u>

Total 7

- * (i) A "Designated Large Municipality" is defined as one of the three co-permittees (excluding the Contra Costa County) with the largest populations based on State of California's Department of Finance's population estimates. The population data published in January of each year will be used for determining the three municipalities within this designation for the following fiscal year.
- (ii) The three "Designated Large Municipalities" will rotate voting membership on the Administrative Committee annually.
- (iii) The "Designated Large Municipality" serving on the Administrative Committee shall also serve as the voting member of two additional subcommittees.
- (iv) If the Chairperson on the Administrative Committee is from a "Designated Large Municipality", then the "Other Co-Permittees" category shall be increased to four members and the "Designated Large Municipality" category shall be decreased to zero.
- f) Administrative Committee vice-chairperson shall be selected at the first meeting in July of each fiscal year. The Management Committee vice-chairperson does not have to be the Administrative Committee vice-chairperson.
- g) Balanced representation from the following geographical areas will be encouraged:
 - (i) West County: El Cerrito, Richmond, San Pablo, Hercules, Pinole, and

- unincorporated County.
- (ii) East County: Antioch, Brentwood, Oakley, Pittsburg, and unincorporated County.
- (iii) Central/North County: Concord, Clayton, Pleasant Hill, Walnut Creek, Martinez, and unincorporated County.
- (iv) Lamorinda/South County: Lafayette, Orinda, San Ramon, Danville, Moraga, and unincorporated County.
- h) The Flood Control District shall be a permanent member of the Administrative Committee, but shall also participate as a voting member on at least one additional subcommittee.
- i) Contra Costa County shall be a permanent member of the Administrative Committee, but shall also participate as a voting member on at least two additional subcommittees.
- j) Administrative Committee voting membership can only be changed during the fiscal year by the Management Committee Chairperson following established guidelines:
 - i) The minimum membership per Section E5.
 - ii) Balanced membership from the four geographical areas generally outlined in **Exhibit A**.

12. Membership shall be chosen to enhance the sub-committee's manageability and overall effectiveness in attaining goals and objectives.

13. A quorum for each committee or sub-committee shall consist of a majority of its voting members.

F. Program Costs Participation and Allocation.

All program costs shall be allocated to co-permittees on population numbers annually obtained from the State of California's Department of Finance. The population data published in January of the preceding year will be used to form the cost allocations of the following fiscal year. (See **Exhibit "B"** as an example of the group cost methodology and allocation for the 2010/11 Fiscal Year.)

G. Optional Services.

Additional services requested by a co-permittee and consistent with carrying out tasks outlined in the Joint Municipal NPDES Permits may be provided by Program staff as long as they minimally impact Program staffing and are approved by the Management Committee. Such requests shall be in writing and detail tasks to be accomplished. Such services shall be completely financed by

Name	Last Update Date	New Opportunity?	Funding Source	Administering Agency	Eligible Project Types	Local Cost Share	Call for Projects Date	Applications Due Date	Tentative Next Round Date	Applicable for?	Recommended for?	Notes	News	Website	Website2	Website3
Bipartisan Infrastructure Bill (BIL) - San Francisco Bay Water Quality Improvement Fund	5/9/2023	Yes	Infrastructure Investment and Jobs Act (IIJA)	EPA	EPA is seeking applications that demonstrate the diversity of organizational support and partnerships within historically underserved communities (i.e. economically disadvantaged or other populations with disproportionate exposure to environmental harm). A project that benefits an underserved community could, for example, include implementation of green infrastructure to improve water quality and reduce a community's vulnerability to flooding from aging infrastructure. Achieving equity in the Bay Area for shoreline and watershed restoration projects will likely include technical and financial support	No cost share required	Monday, April 17, 2023	Thursday, June 29, 2023	Current Round Open	Bay Area	CCCWP or Permittees	This grants aims to fund projects that have measurable positive impacts in underserved communities, particularly those facing climate change stressors in the San Francisco Bay and its watersheds.	EPA is hosting a free webinar to provide a detailed review of the Request for Applications (RFA) currently open under the San Francisco Bay Water Quality Improvement Fund (SFWQIF-BIL) and answer your questions. Date and Time Thursday, May 18, 2023 9:00 a.m. - 1:00 p.m. PT	https://www.grants.gov/web/grants/new-opportunity.html?oppid=347346	https://www.epa.gov/system/files/documents/2023/04/2023-rfa-bil-sfwqif-epa-1-9-sfwqif-23-01.pdf	https://www.epa.gov/sfwqif-epa-1-9-sfwqif-23-01.pdf
US Fish and Wildlife Service's National Coastal Wetlands Conservation Grant Program FY 2024	5/9/2023	Yes	US Fish and Wildlife Services	US Fish and Wildlife Services	The NCCWCG Program provides eligible State agencies with grants for projects that protect and restore valuable coastal wetland resources. Projects can include: Acquisition of a real property interest (e.g., conservation easement or fee title) in coastal lands or waters (coastal wetlands ecosystems) from willing sellers or partners for long-term conservation; Restoration, enhancement, or management of coastal wetlands ecosystems; or A combination of acquisition, restoration, enhancement, and management.	Yes, 25% of cost sharing is required.	January 30, 2023	The deadline to submit NCCWCG proposals to the USFWS for FY 2024 will be June 23, 2023.	Current Round Open	Federal	Permittees	NOTE: This is a call for preproposals for projects who would like to partner with the California State Coastal Conservancy to apply for US Fish and Wildlife Service's National Coastal Wetlands Conservation Grant (NCCWCG) Program funding. a) This is NOT the official NCCWCG call for applications. b) Projects hoping to receive NCCWCG funding are NOT required to apply through the Coastal Conservancy.	https://www.grants.gov/web/grants/search-grants.html	https://www.grants.gov/web/grants/search-grants.html	https://www.grants.gov/web/grants/search-grants.html	
National Coastal Wetlands Conservation Grants	5/9/2023	No	Sport Fish Restoration and Boating Trust Fund	US Fish & Wildlife Service	The 2023 grants will help recover coastal-dependent species, enhance flood protection and water quality, provide economic benefits to Tribes and underserved communities, increase outdoor recreational opportunities, and benefit habitat and wildlife at several national wildlife refuges. Eligible Activities include: 1. Acquisition of a real property interest (e.g., conservation easement or fee title) in coastal lands or waters (coastal wetlands ecosystems) from willing sellers or partners for long-term conservation; 2. Restoration, enhancement, or management of coastal wetlands ecosystems; or	States provide 50% of the project cost or 25% if the state has a land conservation program. Match can be provided by the state or partners and may include the value of previously conserved land and in-kind contributions.	Monday, January 30, 2023	Friday, June 23, 2023	Current Round Open	States receiving funds this year are Alaska, California, Hawaii, Maine, North Carolina, South Carolina, Texas and Washington	CCCWP	This is a call for preproposals for projects who would like to partner with the California State Coastal Conservancy to apply for US Fish and Wildlife Service's National Coastal Wetlands Conservation Grant (NCCWCG) Program funding.	https://www.fws.gov/coastal/CoastalGrants/			
Riverine Stewardship Program (RSP) Grants: Riverine Stewardship Program	5/9/2023	No	Prop 68, Budget Act of 2021	DWR	Habitat restoration, green infrastructure designs and solutions that improve water quality or supply issues that directly affect aquatic habitat or species, fish friendly intakes/diversions near agricultural drainage, barrier removal, or connectivity enhancements and gravel injection projects.	No cost share required	June 2022 and monthly thereafter; concepts closing date will be the last day of the month. Concepts will be reviewed monthly starting the 1st of following month and monthly thereafter.	Starting Aug 2022; Selected candidates that submitted concept applications will be invited to provide a full application and will be evaluated for potential award on the following award date. Full application closing dates will be: o Summer – August 31, 2022 o Fall – November 30, 2022 o Winter – February 28, 2023 o Spring – May 30, 2023 award for a particular full application will be dependent on application submittal date.	Current Round Open	Bay Area	Permittees	The RSP's goals include: (1) Protecting, restoring, and enhancing the natural environment of riparian systems. (2) Supporting innovations in green infrastructure that support fish migration improvements, and habitat enhancement that benefit aquatic species, by reconnecting aquatic habitat to help fish and wildlife endure drought and adapt to climate change.	https://water.ca.gov/ https://water.ca.gov/IRSPgrants	https://www.water.ca.gov/IRSPgrants	https://www.water.ca.gov/IRSPgrants	
Riverine Stewardship Program Grants: Urban Streams Restoration Program	5/9/2023	No	Prop 68, Budget Act of 2022	DWR	Stream cleanups, bank stabilization projects, revegetation, recontouring of channels to improve floodplain functions and localized flood protection, acquisition of strategic floodplain properties.	Yes, projects funded with P68 funds require a minimum of 20% match of non-State sources unless the grant serves a DAC	June 2022 and monthly thereafter; concepts closing date will be the last day of the month. Concepts will be reviewed monthly starting the 1st of following month and monthly thereafter.	Starting Aug 2022; Selected candidates that submitted concept applications will be invited to provide a full application and will be evaluated for potential award on the following award date. Full application closing dates will be: o Summer – August 31, 2022 o Fall – November 30, 2022 o Winter – February 28, 2023 o Spring – May 30, 2023 award for a particular full application will be dependent on application submittal date.	Current Round Open	State	CCCWP or Permittees	The USRP goals include: (1) Protecting, enhancing, and restoring the natural ecological value of streams; (2) Preventing future property damage caused by flooding and bank erosion; (3) Promoting community involvement, education, and riverine stewardship.	https://water.ca.gov/ https://water.ca.gov/IRSPgrants	https://www.water.ca.gov/IRSPgrants	https://www.water.ca.gov/IRSPgrants	
Clean California Local Grant Program	5/9/2023	No	Assembly Bill 149 under Streets and Highway Code §91.41 et al.	CALTRANS	Eligible projects meet the goals of the CCLGP and may include, but not be limited to: • Infrastructure related community litter abatement and beautification projects. • Non-infrastructure related community litter abatement events and/or educational programs.	Required local match is the minimum percentage of the project's funding the applicant commits to provide as a condition of accepting a program grant. The required local match will range from 0% (i.e., no local match required) to 50% of the total grant amount request. The percentage is determined based on the "severity of disadvantage" (SOD) of the community surrounding the project. The guidelines provide how to calculate it.	February 14, 2023	May 31, 2023, by 5:00 PM Pacific Daylight Time	Current Round Open	State	CCCWP or Permittees	The goals of the Clean CA Local Grant Program are to: Reduce the amount of waste and debris within public rights-of-way, pathways, parks, transit centers, and other public spaces. Enhance, rehabilitate, restore, or install measures to beautify and improve public spaces and mitigate the urban heat island effect. Enhance public health, cultural connection, and community placemaking by improving public spaces for walking and recreation. Advance equity for underserved communities.	The application deadline for CCLGP Cycle 2 has been extended to May 31, 2023 at 5:00 PM PDT. https://cleancalifornia.dot.ca.gov/Docs/Grants/Local-Grant-Program	https://cleancalifornia.dot.ca.gov/Docs/Grants/Local-Grant-Program	https://cleancalifornia.dot.ca.gov/Docs/Grants/Local-Grant-Program	
Safe Streets and Roads for All (SSRA) Grant Program	5/9/2023	No	BIL	USDOT/MTC	Planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians; bicyclists; public transportation, personal conveyance, and micromobility users; motorists; and commercial vehicle operators. Under the selection criterion 4: Climate Change and Sustainability, and Economic Competitiveness, it includes storm water management practices and incorporate other climate resilience measures or feature, including but not limited to nature-based solutions that improve built and/or natural environment while enhancing resilience.	The Federal share of a SSRA grant may not exceed 80 percent of total eligible activity costs. Recipients are required to contribute a local matching share of no less than 20 percent of eligible activity costs. All matching funds must be from non-Federal sources.	Thursday, March 30, 2023	Monday, July 10, 2023 by 5:00 PM Eastern Time	Current Round Open	State	CCCWP	This grant includes action plan grants and implementation plan grants	FY23 NDFO is Open. Now through July 10, 2023. The fiscal year (FY) 2023 Notice of Funding Opportunity (NOFO) for Safe Streets and Roads for All grants is live on Grants.gov and open for applications. The deadline for applications is 5:00 p.m. (EDT) Monday, July 10, 2023. Late applications will not be accepted.	https://www.transportation.gov/grants/ssra/fy23-nofo	https://www.transportation.gov/grants/ssra/fy23-nofo	https://www.transportation.gov/grants/ssra/fy23-nofo
Small Community Drought Relief Program	5/9/2023	No	Trailer Bill, (Wat. Code, §13198 et seq.)	DWR	The Program aims to implement needed resiliency measures and infrastructure improvements for small water suppliers and rural communities. The Program will support projects and programs that provide immediate and near-term water supply reliability benefits and improve small communities' drought and water shortage resiliency and preparedness. The specific objectives are to implement projects that provide reliable water supply sources, improve water system storage, replace aging and leaking pipelines, and provide alternative power sources for operation (emergency generators). Potential projects include emergency and permanent intakes, well deepening, second well, fixing or replacing leaking water lines, construction or upgrade of intake structures, additional water storage facilities, and tanks. The Program will also provide funding for hauled water, temporary community water tanks, bottled water, water vending machines, and emergency water interties, as a bridge to more permanent and drought resilient solutions.	No matching funds required	Wednesday, August 11, 2021	Friday, December 29, 2023	Current Round Open	State	Permittees	To be eligible for the Program funding, projects must be designed to benefit small communities and rural communities. Eligible projects must address one or more program objectives. Eligible projects must be designed to provide interim or immediate relief to small communities that are not served by an Urban Water Supplier.	There will be no formal proposal solicitation for this Program. Small communities impacted by the drought are encouraged to apply as soon as possible. Applications for funding will be accepted on a first-come, first-served basis until all the funds are awarded, or until December 29, 2023, whichever comes first. No applications will be accepted after December 29, 2023.	https://water.ca.gov/Water-Basics/Drought/Drought-Relief	https://www.water.ca.gov/grants/small-community-drought-relief-program/	https://water.ca.gov/Water-Basics/Drought/Drought-Relief

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Delta Water Quality and Ecosystem Restoration Grant Program	1/9/2023	No	Prop 1	CDPW	Delta Water Quality and Ecosystem Restoration Grant Program (\$7 million) Priorities 1. Improve water quality 2. Improve habitats in the Delta 3. Planning for multi-benefit restoration through regional partnerships 4. Scientific studies to support implementation of the Delta Science Plan	Not required, but improves chance to be awarded the grant. Limits indirect costs.	Monday, January 24, 2022	Friday, March 4, 2022	Expected next round in 2023	State	CCCWP or Permittees			https://www.wqtrf.ca.gov/conservation/water-sheds/restoration-grants	https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=183728&inline	http://deltaconservancy.ca.gov/page/4/
WaterSMART Grants: Water and Energy Efficiency Grants for Fiscal Year 2023	1/9/2023	No	Department of the Interior	Bureau of Reclamation	Water Conservation Projects • Canal lining/piping • Municipal metering • Irrigation flow measurement • Supervisory Control and Data Acquisition and Automation (SCADA) • Landscape irrigation measures • High-Efficiency Indoor Appliances and Fixtures • Commercial Cooling Systems • Renewable Energy Projects • Hydropower • Solar, wind energy	Generally, a 50% non-Federal cost share is required for grants under WaterSMART. However, under the EWRP, non-federal cost-share may be 25% dependent on environmental value	Monday, May 2, 2022	Thursday, July 28, 2022	Expected next round in 2023	State	Permittees	Funding is allocated through annual competitive processes		https://www.usbr.gov/watersmart/wsa/	https://www.usbr.gov/watersmart/wsa/docs/2023/FY23WEGWebinar.pdf	https://www.grants.gov/web/grants/view-opportunity.html?oppId=339953
Transportation Fund for Clean Air	5/9/2023	No	California Health and Safety Code Sections 44241 and 44242	ARB and CCTA	The intent of the criteria is to maximize the air quality benefits to San Francisco while allowing room to test a variety of new and innovative strategies for achieving motor vehicle emission reductions. Zero emissions non-vehicle projects including, but not limited to, bicycle and pedestrian facility improvements, transit priority projects, traffic calming projects, and transportation demand management projects are priority projects. Green infrastructure is not specifically mentioned as eligible but "improving water quality by decreasing contaminated runoff from roadways" is listed as benefit of these projects	Project Sponsor providing significant matching funds is listed as an attribute of cost-effective projects. But no matching requirement listed.	Friday, March 3, 2023	Friday, April 21, 2023	Expected next round in 2024	Bay Area	Permittees	Each year, the Air District's Board of Directors updates the the priorities and policies. Solicitations and Call for Projects are issued following the Board's approval. 40% of the funds are distributed through the local congestion management agency - CCTA.		https://ccta.net/projects/transportation-fund-for-clean-air/	https://www.sfcta.org/sites/default/files/2023-03/FY2023-24%20TCA%20Call%20for%20Proposals%20Memo.pdf	https://www.sfcta.org/funding/transportation-fund-clean-air/fund-open-call
WaterSMART Environmental Water Resources Projects (EWRP)	5/9/2023	No	Bipartisan Infrastructure Law	Bureau of Reclamation	Applicants are invited to leverage their money and resources by cost sharing with Reclamation on Environmental Water Resources Projects, including (1) water conservation and efficiency projects that result in quantifiable and sustained water savings and benefit ecological values or watershed health; (2) water management or infrastructure improvements with benefits to ecological values or watershed health; and restoration projects benefiting ecological values or watershed health that	Yes, with a non-Federal cost share of 50% or more of the total project cost	Tuesday, January 24, 2023	Wednesday, April 5, 2023	Expected next round in 2024	Federal	CCCWP or Permittees			https://www.usbr.gov/watersmart/ewrp/index.html	https://www.usbr.gov/watersmart/ewrp/docs/EWRP_FactSheet_2022.pdf	