**1.0 Purpose:**

To define standardized environmental health and safety related requirements that may be used to specify contract requirements for contractor personnel working at DCF.

**2.0 Scope:**

Applies to the BEP's Washington DC Facility when *EHS Contractor Requirements 75D-07.0-04* is specified as a contract requirement.

Note: In the event of a conflict between this boilerplate and the contract in which it is included, this boilerplate shall take precedence, unless the contract expressly states that its provisions supersede certain terms and provisions of this boilerplate.

**3.0 Roles and Responsibility:**

3.1 **The EMS Facility Management Representative** is responsible for:

- Communicating with OEHS Program Managers to assure that boilerplate specifications are kept up to date.

3.2 **CORs** are responsible for:

- Communicating the specifications of this procedure to contractors (as applicable).
- Communicating with the EMS Facility Management Representative when these boilerplate requirements need to be changed.

3.3 **Contractor Personnel** are responsible for:

- Following these requirements.
- Communicating with their COR when there is uncertainty about these specifications.

**4.0 Specifications:**

4.1. **General**

4.1.1 Contracted services must be performed in a manner consistent with the Bureau of Engraving and Printing (BEP) *75B Environmental, Health, and Safety Policy*, applicable EHS laws, regulations and other applicable requirements, codes and standards. Codes and standards are listed in section 5.0 References. In the event of conflict between adopted

standards and codes, the more stringent requirement is to be applied (Note: see exception in Fire Protection 4.8.1).

In accordance with FAR Subpart 23.301, the contractor is responsible to notify buyers of Hazardous Material Identification and Material Safety Data. Further, FAR Subpart 23.302(a) mandates that the Occupational Safety and Health Administration (OSHA) to issue and administer regulations to require Government offices to apprise employees of hazards, emergency treatment and precautions. The Hazardous Material Data or Safety Data Sheets (SDS), as stated in FAR Subpart 23.302(c), are required by offeror prior to successful contract awards. These procedures are beneficial for the safety and health of BEP and contractor personnel while working on site.

4.1.2 Office of Environmental Health and Safety (OEHS) conducts unannounced inspections throughout BEP work spaces including construction sites. OEHS maintains the right to stop any work where it perceives an immediate and serious threat to contractors, BEP employees, or the general public. Inspection findings will be forwarded to the Contracting Officer (CO), Contracting Officer Representative (COR) and the OEHS Chief. If situations of non-compliance with the contractor's health and safety plan or BEP health and safety requirements are noted, OEHS personnel will immediately bring them to the attention of the CO and/or COR and follow-up in writing within three days.

## 4.2 Training for Contractors working on-site

4.2.1 All contractor personnel who are issued personal BEP badges or perimeter badges must complete the following training before working unescorted.

a) Emergency Management Systems (EMS) Awareness Training (approx. 15 minutes)

b) Emergency Action and Fire Prevention Plan (EAFPP) Training (approx. 45 minutes).

4.2.2 All contractor personnel shall possess and maintain current certifications and training, required by OSHA, Department of Transportation (DOT), Department of the Treasury, trade unions, and any other applicable bodies, related to their duties at BEP.

## 4.3 Required plans and information:

In addition to any contract-specific documents required by the COR, the contractor shall submit the following plans and information to BEP for review. Plans and information submitted must be approved prior to notice to proceed:

4.3.1 **Safety &Fire Prevention Plan:** The contractor shall submit a **project-specific** Safety & Fire Prevention Plan demonstrating that the contractor understands the relevant safety, health, and fire prevention requirements necessary for the project.

The plan must list:

a) engineering controls;

b) administrative controls;

c) personal protective equipment to be used;

d) volume and number of flammable and combustible liquids used during the project; and

e) how and where combustible liquids will be stored.

4.3.2 **Safety Data Sheets (SDS):** In accordance with FAR Subpart 23.302(c), for each chemical-based product intended for use, the contractor shall submit an SDS to the COR for OEHS review at least two weeks prior to use of such products *75D-07.0-01 EHS Review*. If a product's SDS already exists in the BEP's SDS database, it is considered approved and does not need to be re-reviewed. When submitting material for review, the Contractor shall take into account *75D-07.0-07 Restricted Materials for DCF*.

4.3.3 **Waste Management Plan:**

The Contractor, COR and OEHS staff shall discuss and review the following prior to the preconstruction meeting:

a) construction waste management strategy;

b) procedures, schedules, specific requirements for waste materials recycling, disposal and coordination;

c) interface between the Contractor and other construction activities; and

d) compliance with Executive Order 13693, mandating the recycling of 50% of non-hazardous construction waste.

## 4.4 Recordkeeping and record availability

4.4.1 Environmental records shall be made available for review, upon request, during the contract period. A copy of all environmental records will be provided to the COR as part of the punch list at the conclusion of the contract. As applicable, these records shall include, but are not limited to:

a) employee Resource Conservation and Recovery Act (RCRA) training records;

b) records associated with monitoring/measurement of EHS controls; and

c) spill reports.

## 4.5 Internal work permits issued by BEP

When applicable, the following BEP permitting procedures are required for contractor activities:

4.5.1 **Cutting, Welding, Burning, Fire Suppression/Alarm Outage Permit** (DCF BEP Form 9901): If the project requires cutting, welding, burning or fire suppression system/alarm outages, a permit must be obtained by the Contractor from the DCF Contract Coordinator at least 48 hours prior to starting the operation. This includes sprinkler outages, work involving Fire Management System input and output devices, etc. The Contractor is expected to follow safe welding and burning procedures which shall include, but are not limited to:

a) maintaining a proper fire watch;

b) removing or shielding all flammable and combustible materials; and

c) providing a shield around the actual process to contain sparks and to shield other persons in the area from the electrical arc.

4.5.2 **Construction Permit:** The contracting officer shall insert the clause at FAR Subpart 52.223-3, Hazardous Material Identification and Safety Data, in solicitations and contracts if the contract will require the delivery of hazardous materials as defined in FAR Subpart 23.301. Further, the Contract Coordinator shall initiate issuance of a Construction Permit from OEHS seven calendar days prior to the start of construction/demolition activities at BEP. OEHS will evaluate the Contractor's Safety and Fire Prevention Plan (see 4.3.1 above) and, if acceptable, issue a construction permit which describes the requirements necessary to conduct the work, *75D-04.0-08 Construction Safety Permit*). The Contractor is responsible for providing all specified controls and meeting all operational requirements specified in the permit.

4.5.3 **Confined Space Permits**: The contractor shall initiate/coordinate issuance of a confined space permit in advance of a scheduled entrance seven calendar days prior to the start of work in a confined space. Where applicable, OEHS will conduct a hazard evaluation and issue a confined space entry permit. The permit will list all of the requirements needed to

safely enter the space. The Contractor will be provided a copy of the permit. The Contractor is responsible for providing all of the necessary equipment required to safely enter a confined space including atmospheric testing monitors, appropriate respiratory protection and other necessary personal protective equipment as required by OSHA and specified in the permit. The Contractor is also responsible for certifying that their employees (entrants, attendants, and rescue team) are properly trained in all aspects of permit-required confined space entry. The Contractor must adhere to all other requirements of the Facility's Confined Space Permit.

## 4.6 External permits obtained by the contractor

4.6.1 **Environmental Reviews for Building Permit:** Construction and demolition activities require a building permit and various levels of associated environmental review approvals (environmental intake forms, environmental impact screening form and environmental impact statements) from the Local Building and Land Regulation Administration (BLRA). The COR will coordinate with OEHS and the Contractor to obtain authorizations, permits, and review forms. Work may commence only after the contractor provides the BEP with the applicable building permits and authorizations.

4.6.2 **Air Permit to Construct:** Site preparation activities, installation/use of certain equipment and/or air emissions and air pollution control devices may require air permits to construct from the District Department of Health, Environmental Health Administration (EHA), and Air Quality Division (AQD). The COR will coordinate with OEHS and the Contractor to obtain these authorizations. Work may commence only after the contractor provides the BEP with the applicable building permits and authorizations.

4.6.3 **Air Emissions:** The Contractor will not cause any air emissions that would be subject to environmental permitting or control requirements. The Contractor shall control emissions from activities on-site in accordance with the District of Columbia requirements (see section 5.0 for references).

4.6.4 **Wastewater Discharge Permit:** Site preparations and/or installations for/of new equipment may require modifications to the Bureau Industrial Wastewater Discharge Permit. Prior to any processes being put in place that will cause a change in the volume or characteristics of the Bureau wastewater discharge; the process shall be reported to the COR, who will seek direction from the OEHS/ Wastewater Program Manager.

4.6.5 **Storm water:** The BEP is covered under the Storm Water Construction General Permit (CGP). As such, the contractor is not required to file a Notice of Intent (NOI) with any agency. However, any contractor operations at DCF that occur outside of BEP's buildings (for example,

external painting, roofing or building construction projects, or staging or storing supplies or waste materials in parking lots adjacent to BEP buildings) may be subject to CGP requirements. The Contractor is required to review the Best Management Practices (BMP) under the latest version of the CGP and determine the applicable BMPs for their specific project. A listing of the current BMPs may be obtained from the BEP Wastewater Program Manager. An example of a BMP would be ensuring a roll-off box that contains demolition debris remains covered to prevent contact with storm water and pollution run-off from the debris materials. The contractor must submit a list of the applicable BMPs for its project to the BEP Wastewater Program Manager for approval. BEP will ensure the applicable BMP's are incorporated into the DCF's Storm Water Pollution Prevention Plan (SWPPP). Once the BMPs are identified, and before construction begins, the BEP Wastewater Program Manager will provide training to contractor personnel that will work on-site on the BMPs and CGP requirements. This training is typically provided at an on-site project kick-off meeting. During the on-site project work, BEP will perform weekly inspections of areas that are subject to the CGP requirements. If BEP identifies findings which require corrective action, the BEP COR will direct to the contractor to correct the items.

4.6.6 **Wastewater Discharge:** Contractors will not discharge to drains or sewers without notification and confirmation from the OEHS Wastewater Program Manager provided by the COR.

## 4.7 General Health and Safety

4.7.1 **Personal Protective Equipment:** The Contractor shall provide Personal Protective Equipment (PPE) to their employees relative to the hazards identified in the Contractor Safety/Fire Prevention Plan, and any BEP permits. PPE includes, but may not be limited to, respiratory protection, fall protection equipment, safety shoes, head protection, hearing protection, and eye/face protection. All construction sites are considered hardhat areas and shall be marked as such at the entrance to the site.

4.7.2 **Medical emergencies and serious injuries:** Call 4-0911. This is the emergency number that goes to our Bureau Police operations center.

4.7.3 **Occupant Protection**: Contractors shall protect the occupants of the government building by installing safety rails and barricades as applicable to prevent injury from unauthorized entry of personnel into work areas and shall erect warning signs as necessary to indicate construction areas or hazardous zones.

4.7.4 **Housekeeping:** Contractors must clean up the work area on a daily basis. Tools must be secured and stored neatly. Contractors shall report

any spills in accordance with procedure *75D-02.0-02 Spill Reporting and Response.*

4.7.5 **Equipment**: All equipment, powered industrial trucks, vehicles, scaffolding, ladders, tools, protective equipment, etc., must be in good, safe working order and must comply with OSHA standards.

4.7.6 **Prohibited Equipment:** Powder-actuated fasteners or other powder tools, such as nail guns, are prohibited from use at BEP. Gasoline and diesel-powered equipment shall not be permitted within the BEP buildings. The use of propane-powered equipment indoors <u>may be approved on a case-by-case basis</u> by CO/COR, if the equipment is outfitted with an effective exhaust catalyst system. The exhaust catalyst must reduce carbon monoxide emissions at the exhaust pipe opening to 25 parts per million (25 ppm) or less. OEHS will conduct the air quality tests on site to verify.

4.7.7 **Maintenance of Access**: Do not block fire extinguishers, passageways, corridors, sidewalks, pedestrian walks, alleys or entranceways, driveways or parking areas of buildings during performance of work under the contract. Provide appropriate barricades, signs, markers, other devices, or personnel as required by the CO for traffic guides and public safety.

4.7.8 **Illumination:** The Contractor is responsible for supplying and installing adequate temporary illumination at the job site. The Contractor is responsible for maintaining the temporary illumination in a safe condition at all times.

4.7.9 **Accidents, Mishaps and Near Misses:** The Contractor must complete an "Environmental, Health, and Safety Incident Report" (BEP Form 1945), accessed through In$ite, for any incident involving property damage, serious injuries, illnesses, potentially hazardous conditions or general EHS concerns. The original form must be submitted directly to the CO and a copy submitted to the COR.

4.7.10 **Activities Impacting Indoor Air Quality:** Many construction-related activities generate and disperse contaminants that adversely impact indoor environmental quality and associated human health and/or safety. The Contractor must maintain good housekeeping habits to contain dust and construction debris. Engineering controls such as local exhaust ventilation, air filtration devices, and dust partitions shall be employed to capture contaminants at the source, filter exhaust air and limit the migration of airborne contaminants. These controls shall be listed in the Safety and Fire Prevention Plan.

4.7.11 **Existing Utilities:** For projects involving cutting, core drilling, jack hammering, or similar activities, the Contractor shall be responsible for identifying hidden electrical lines, piping, ducts, etc. with appropriate survey equipment.

4.7.12 **Noise:** Compressed air-powered jackhammers may not be used in, on, or near the building without prior approval of the CO and/or COR. Approval will be granted only when other means of accomplishing the work are not possible. The use of jackhammers and similar high noise-generating equipment will be restricted to weekend work where the fewest number of BEP employees will be affected.

4.7.13 **Other Nuisances:** The Contractor shall be sensitive to the effects of noise, odor, light, fugitive dust emissions, and traffic movement in the facility, and if needed, shall propose steps to mitigate the impact on BEP employees.

## 4.8 Fire Protection

4.8.1 **Compliance:** The Contractor will comply with applicable federal fire protection regulations, Department of Treasury requirements, BEP policies, and adopted standards and codes. These standards and codes derive from the Occupational Safety and Health Administration (OSHA), the International Code Council (ICC), and the National Fire Protection Association (NFPA). A complete list of adopted codes and standards are provided in Section 5.0, References. In the event of conflict between adopted standards and codes, the more stringent requirement shall be applied. The exception being: the International Building Code (IBC) Means of Egress Chapter shall be replaced by the entire contents of the most recent edition of NFPA 101 Life Safety Code.

4.8.2 **Safeguarding Construction and Demolition Operations:** Per NFPA 241, Part 10.8.2, where a building is equipped with sprinklers, the sprinkler protection shall be retained in service as long as the condition requiring the use of sprinklers exists.

4.8.3 **Egress:** The Project shall not impact an established means of egress from the work area or building. Means of egress shall be continuously maintained free of all obstructions and impediments to full instant use in the case of fire or other emergencies. There shall be no locks or devices to prevent emergency egress from or through the construction site. Exemption: In cases where demolition/construction of an existing egress path would result in hazards to building occupants during egress, approval will be handled on a case-by-case basis.

4.8.4 **Flammable Liquids:** Gasoline and liquids with a flash point below 100 degrees Fahrenheit shall not be used inside the building.

4.8.5 **Exits:** The Contractor shall ensure that every exit from the construction site is marked by a clearly visible sign with the word EXIT in plain legible letters at least six inches high and with at least a ¾" stroke width. Exit signs shall be illuminated either by internal or external means by a reliable light source giving a value of not less than 5 foot-candles on the illuminated surface.

4.8.6 **Preventing Fire Hazards and Damage:** The Contractor shall take necessary actions to eliminate possible fire hazards and to prevent damage to construction work, building materials, equipment, temporary field offices, storage sheds and other property. This includes coordinating delivery to minimize long-term storage at project site.

4.8.7 **Portable Fire Extinguishers:** The Contractor is required to provide their own fire extinguishers, of appropriate type and quantity, at the job site. If a BEP fire extinguisher is used by the Contractor in an emergency, the Contractor shall bear the burden of the replacement cost.

4.8.8 **Fire Alarm:** Each building is equipped with an automatic fire alarm system that sounds an alarm throughout the building. The alarm is both audio (alarm tone and voice) and visual (strobe lights). During planned drills and actual emergencies, Contractor employees must exit the building and assemble in BEP established assembly areas. Assembly areas are provided to the Contractor during the project preconstruction or post-award meeting or can be obtained from OEHS through the COR. The project Superintendent shall determine if all Contractor employees are accounted for. If an employee is missing, the Superintendent shall notify the nearest BEP Police Officer.

4.8.9 **Emergency Response Procedures:** DCF has emergency response procedures that are to be followed during any emergency evacuation, 75D-04.0-01 Emergency and Fire Prevention Plan for the DCF.

## 4.9 Electrical Safety

4.9.1 The Contractor shall comply with applicable OSHA, NFPA standards, and the National Electrical Code (NEC) and other adopted codes and standards identified in Section 5.0, References. The contractor shall abide by BEP's procedure *75D-04.0-07 Electrical Safety*.

4.9.2 **Lock Out/Tag Out (LO/TO):** Energized parts shall be de-energized before the employee works on or near them, unless de-energizing introduces additional or increased hazards. Before beginning service or maintenance, the contractor shall prepare for shutdown; shut down the

machine; disconnect or isolate the machine from the energy source(s); apply the lock out or tag out device(s); release, restrain or otherwise render safe all potential hazardous stored or residual energy; and verify isolation and de-energizing of the machine. Before removing lock out or tag out devices, the contractor shall inspect machines or their components to assure that they are operationally intact; and check to assure that everyone is positioned safely away from the machines.

The Contractor shall abide by BEP's procedure *75D-04.0-10 Energy Control (LO/TO)* whenever contractor personnel are engaged in activities covered by the scope and application of the LO/TO program. BEP shall inform the contractor of these respective procedures.

4.9.3 **Portable Electric Equipment:** Portable equipment shall be handled in a manner which will not cause damage or electrical shock. Flexible electric cords (extension cords) connected to equipment must be protected from damage. Flexible cords may not be used for raising or lowering the equipment. Flexible cords may not be fastened with staples or otherwise hung in a fashion that could damage the outer jacket or insulation. The contractor shall inspect flexible cords regularly and remove them from service if the insulation is damaged. All hand and portable-powered tools must be maintained in good condition and in a safe working order.

Extension cord sets used with portable electric tools and appliances must be of the 3-wire type and must be designed for hard or extra hard usage.

4.9.4 **Ground-Fault Circuit-Interrupters (GFCI):** Portable or cord-connected GFCI shall be provided by and used by the contractor whenever working in wet areas or as otherwise required by the NEC.

4.9.5 **Arc Flash Analysis:** The design contractor or architect engineering contractor should conduct an arc flash analysis for equipment installations that require new motor control centers, switchboards, panel boards, industrial control panels and switchgears.

The equipment should also be labeled to warn workers of potential arc flash hazards. When arc flash and shock data are available, labels shall include information on flash hazard boundary, the hazard category, required PPE, limited approach distances, restricted approach distances and prohibited approach distances.

## 4.10 Compressed Gas Cylinders

4.10.1 **Compliance:** Per FAR Subpart 23.900, the Contractor will comply with applicable OSHA standards and Compress Gas Association (CGA) specifications and other adopted codes and standards identified in Section 5.0, References. As noted in other sections of this specification, in the

event of conflict between the standards and codes, the more stringent requirement is to be applied.

4.10.2 **Inspection:** Contractors must inspect compressed gas cylinders per standards displayed in the Compressed Gas Association (CGA) pamphlets. Unlabeled cylinders are not to be used.

4.10.3 **Storage Procedures:** The following compressed gas cylinder requirements are the minimum safety procedures to be used:

a) store cylinders in an upright (vertical) position;

b) keep steel protective cap screwed on while cylinder is in storage;

c) group cylinders by gas type;

d) separate full and empty cylinders;

e) store gases so that old stock is removed and used first;

f) prevent cylinders from falling via chains, cables, or other approved restraining devices to a secure area such as a wall. Individual cylinders shall not be left unattended while unsecured anywhere in BEP facilities;

g) store compressed gas containers in dry, well-ventilated areas away from exits and stairways;

h) do not store compressed gas containers in high pedestrian and vehicle traffic areas;

i) store oxygen cylinders at least 20 feet from flammable/combustible substance or separate them by a 5-foot, fire-resistant barrier;

j) keep oil and grease away from oxygen cylinders and valves;

k) do not handle oxygen cylinders with your hands, gloves, or oily clothing are oily; and

l) Ensure there are appropriate fire extinguishers near the storage area.

## 4.11 Powered Industrial Trucks (PIT)

4.11.1 **Compliance:** The Contractor will comply with applicable OSHA standards regarding powered industrial trucks. Contractor will follow procedure *75D-04.0-12 Powered Industrial Trucks*.

4.11.2 **PIT Labeling:** The Contractor shall ensure PITs have the following information marked or tagged on them: Name and number of COR, contact information for the operator.

4.11.3 **Equipment Inspections:** The Contractor shall conduct regular inspections, identifying trucks that need repair, are defective, or are hazardous, and remove them from service. Industrial trucks shall be inspected/examined before being placed into service by the operator, and shall not be placed into service if the inspection shows any condition adversely affecting the safe operation of the vehicle. The truck operators shall inspect trucks on at least a daily basis.

4.11.4 **Traffic Regulations and Safe Operation:** The contractor shall, when in transit, wear safety belts, adhere to posted speed limits, yield the right of way to pedestrian traffic, maintain safe operating distances between adjacent vehicles, sound the vehicle's horn when passing entrances of doors, elevators, intersections, blind spots, aisles, and other dangerous locations where vision is obstructed. The driver shall look in the direction of travel and keep clear view of the PIT's path. The operator must make sure that the audible back-up alarm is activated when the truck is moving in reverse.

4.11.5 **Material Handling:** Only safely arranged loads that are within the rated capacity of the truck shall be handled. Industrial truck operators shall approach and enter elevators slowly with the load end facing forward and shall enter the elevator or confined space with the load end facing rear. Operators must know the capacity of the elevator and assure the weight of the truck, and its load, do not exceed the elevator capacity. Once on the elevator, the truck controls shall be neutralized, power shut off, the brakes set, and the operator dismounted from the truck. Before exiting the elevator, the operator shall sound the truck's horn and the audible back-up alarm to alert pedestrians. Proper head gear (bump caps or hard hats) shall be worn while operating industrial trucks at all times. All truck operators shall place wheel blocks under the rear wheels to prevent the truck from rolling while unloading the vehicle.

4.11.6 **Operator Competency**

The Contractor shall be competent to operate a powered industrial truck safely, as demonstrated through successful completion of training in accordance with section 4.2, Training for Contractors Working On-Site.

## 4.12 Spills and release management

4.12.1 **Spills and Releases:** The Contractor shall manage spills and releases including prevention, notification, identification of abnormal conditions and corrective action.

4.12.2 **Prevention:** Contractors will provide adequate spill/release prevention equipment and procedures for all materials stored or used on site.

4.12.3 **Notification:** Contractors will notify CPOC (ext. 4-0911) at the DCF in accordance with *75D-02.0-02 Spill Reporting and Response*.

4.12.4 **Abnormal Conditions:** Contractors shall notify the COR of any abnormal environmental conditions found during work conducted at the facility. Visibly discolored soils, soils with discernible odor, and/or heavily stained concrete shall not be removed from the site without prior approval provided by the COR from OEHS.

4.12.5 **Corrective Action:** The contractor will coordinate with the BEP regarding corrective actions of any Hazardous Material (HAZMAT) or hazardous substance release or contamination caused by the contractor's activities at the BEP. The contractor is responsible for the costs associated with corrective action(s) to address hazardous substance release or contamination in connection with the contractor's activities at the BEP, including, but not limited to, costs to the BEP to complete corrective action and payment of any fines or penalties imposed by appropriate agencies.

4.12.6 **Waste Management:** The BEP has oversight authority for the proper management and disposal of all hazardous or other regulated industrial solid waste wastes generated from BEP facilities and operations including those generated from BEP contractor activities.

a) The contractor shall containerize all generated hazardous waste into Department of Transportation approved 55 gallon drums. Drums shall be supplied by the contractor. Additionally, the contractor shall label and store all waste material generated from on-site activities in compliance with all District of Columbia (DC) and federal regulations, applicable BEP procedures, and the Contractor's Waste Management Plan. Relevant BEP procedures include: *75D-03.0-05 Handling Recyclable Rags and 75D-03.0-04 Management of Hazardous Waste*.

b) If waste generated requires containment in anything larger than a 55 gallon drum (i.e., roll-off or dumpster), the contractor shall be responsible for the expenses associated with manifesting and disposing of these wastes. The contractor shall obtain the DOT approved container(s), complete the waste manifest(s), and submit the manifest(s) to the BEP Hazardous Waste Manager (HWM)

through the COR. The contractor shall sample their waste. The contractor shall notify the BEP Hazardous Waste Manager 24 hours prior to sampling so that the BEP may obtain a duplicate sample. Once the HWM approves the profile and the manifest, the COR shall arrange for removal of the container through the BEP HWM.

c) In accordance with FAR Subpart 23.400, contractors shall follow all Resource Conservation and Recovery Act (RCRA) requirements for a large quantity generator, including labeling requirements. All wastes shall be disposed of within 90 days.

## 4.13 Hazardous Building Materials

4.13.1 **Asbestos:** Asbestos-containing materials (ACM) are present in the Main and Annex buildings and may be encountered by the Contractor during work. Some pipe and duct insulation, floor tile, wallboard, laboratory counters and hoods, roofing material, and textured wall surfaces contain ACM. Friable ACM is predominantly pipe insulation, usually found in mechanical rooms within pipe chases or above suspended ceilings.

a) **Abatement:** Unless specified in the project scope of work, any asbestos abatement required to complete the project shall be conducted by the BEP prior to demolition.

b) **Survey:** An asbestos survey was conducted in the Main and Annex Buildings in 1993. Only accessible asbestos materials were identified. Friable ACM has been labeled with the letters ACM, or has been marked with red spray paint where space is limited. Non-friable asbestos-containing materials such as floor tile, mastic, wallboard, laboratory counters and hoods, and roofing material have not been labeled.

c) **Identification during work:** In the event the Contractor encounters previously unidentified asbestos or suspected asbestos during work at BEP, work shall cease immediately in the suspect area(s) and the Contractor shall inform the COR.

d) **Asbestos containing materials:** Under FAR Subpart 52.223-3(b), the Contractor shall not supply or install any building materials which contain asbestos fibers. The offeror must list any hazardous material to be delivered under their contract.

4.13.2 **Lead based Paint (LBP):** Lead based paint is present in the Main and Annex buildings and may be encountered by the Contractor during work. The District of Columbia defines LBP as paint

containing greater than 0.7 mg/cm2 as measured by X-ray fluorescence (XRF) or 0.5% by weight.

a) **Survey:** Unless otherwise specified in the project scope of work, the contractor is responsible for coordinating and conducting all applicable LBP surveys and analyses for the work area(s) prior to demolition. The contractor shall forward all sample analysis results to the BEP LBP Program manager for review at least two weeks prior to the commencement of work.

b) **Abatement:** Unless specified in the project scope of work, any LBP abatement required to complete the project shall be conducted/coordinated by the Contractor. In addition, the Contractor shall submit a LBP abatement plan to the BEP LBP Program manager for review and approval two weeks after the Notice to Proceed is given for the commencement of work. The Notice to Proceed ONLY allows the contractor to begin coordinating logistics (i.e., badging, security clearances, etc.). It does not indicate that the abatement can commence. The LBP abatement plan MUST be approved, in writing, by the BEP LBP Program manager prior to the start of the abatement work. The plan MUST be approved, in writing, by the BEP LBP Program manager prior to the start of work.

c) **Use of LBP:** The Contractor shall not use lead-based paints.

4.13.3 **PCBs:** Polychlorinated Biphenyls (PCBs) may be present in older lighting ballasts and other electrical devices in the Main and Annex Buildings and may be encountered by the Contractor during work.

a) **Survey:** A survey of PCB-containing equipment has not been conducted at the BEP DCF. Information on the presence of any such equipment in the work area will be provided if available.

b) **Identification during work:** In the event the Contractor encounters intact or PCB-containing equipment or equipment suspected to contain PCBs, this equipment shall be kept intact and the Contractor shall immediately notify the COR. In the event that the equipment is leaking, work shall cease immediately in the suspect area(s) and the COR shall be notified.

c) **Ballast Removal:** Unless otherwise specified in the project scope of work, ballast removal required to complete the project shall be the contractor's responsibility. Unless

otherwise specified, the contractor shall additionally be responsible for ballast disposal.

4.13.4 **Other Hazardous Building Materials:** Other hazardous materials that require special handling and disposal may be present at the Main and Annex Buildings and may be encountered by the Contractor during work. These materials may include mercury-containing equipment (switches and monitoring devices) mercury-containing fluorescent lighting, NiCad, Li ion, Lead-acid batteries, etc. and other electrical devices.

a) **Survey:** A survey of this equipment has not been conducted at the BEP DCF. Information on the presence of any such equipment in the work area will be provided if available.

b) **Identification during work:** This equipment shall be kept intact and the contractor should immediately notify the COR of hazardous equipment within the work area. In the event that the equipment is broken or leaking, work shall cease immediately in the suspect area(s) and the COR shall be notified.

c) **Removal:** Unless specified in the project scope of work, any hazardous material removal required to complete the project shall be the responsibility of contractor.

## 5.0 References

1. EXECUTIVE ORDERS (EO)

a. EO 11514, “Protection and Enhancement of Environmental Quality,” March 5, 1970, as amended by E.O. 11991, May 24, 1977.

b. EO 11988, “Floodplain Management,” May 24, 1977.

c. EO 11990, “Protection of Wetlands,” May 24, 1977.

d. EO 12088, “Federal Compliance with Pollution Control Standards,” October 13, 1978.

e. EO 12196, “Occupational Safety and Health Programs for Federal Employees”, February 26, 1980 as amended by E.O. 12223, June 30, 1980.

f. EO 13221, “Energy Efficient Standby Power Devices”, July 31, 2001.

2. CODE OF FEDERAL REGULATIONS (CFR)

a. 29 CFR, Labor

b. 40 CFR, Protection of the Environment

c. 49 CFR, Transportation

3. FEDERAL POLICIES

a. U.S. EPA Document 560/5-85-024, “Guidance for Controlling Asbestos-Containing Materials in Buildings,” 1985.

b. U.S. EPA Document 20T-2003. “A Building Owner’s Guide to Operations and Maintenance Programs for Asbestos-Containing Materials,” 1990.

c. CDC Health Advisory: “Interim Recommendations for Protecting Workers from Exposure to Bacillus Anthraces in Work Sites Where Mail is Handled or Processed,” October 31, 2000.

d. Energy Policy Act of 2005, Pub. L. 109-58.

e. Resource Conservation and Recovery Act of 1976 (RCRA), 42 U.S.C. 6962

f. Farm Security and Rural Investment Act of 2002 (FSRIA), 7 U.S.C. 8102

4. NATIONAL AND INTERNATIONAL STANDARDS

a. UFAS - Uniform Federal Accessibility Standards

b. ASTM - American Society of Testing Materials

c. ACI - American Concrete Institute

d. AISC - American Institute of Steel Construction

e. ANSI - American National Standards Institute

f. ASHRE - American Society of Heating and Refrigeration Engineers

g. CGA - Compressed Gas Association

h. FM - Factory Mutual

il. IBC - International Building Code

j. ICC – International Code Council

k. IMC – International Mechanical Code

l. NEC - National Electrical Code

m. NSPC - National Standard Plumbing Code

n. NFPA - National Fire Protection Association

o. OSHA – Occupational Safety and Health Administration

p. UL - Underwriters Laboratory

5. DISTRICT OF COLUMBIA STATUTES AND REGULATIONS

a. District of Columbia Municipal Regulations (DCMR) Title 20, Environment

b. District of Columbia Municipal Regulations (DCMR) Title 21, Water and Sanitation

c. District of Columbia, Law 7-190, The District of Columbia Hazardous Materials Transportation and Motor Carrier Safety Act of 1988.

6. TREASURY DIRECTIVES (TD)

a. TD 75-02, "Department of the Treasury National Environmental Policy Act (NEPA) Program," February 11, 2015.

b. TD 75-09, "Treasury Directive (TD) 75-09, "Environmental, Health and Safety Management and Sustainability Program," August 13, 2013.

7. BUREAU OF ENGRAVING AND PRINTING DIRECTIVES, POLICIES AND PROCEDURES

a. Emergency Action and Fire Prevention Plan 75D-04.0-01

b. Spill Prevention, Countermeasure and Control Plan 75D-02.0-01

c. Mechanical and Energy Conservation and Design Manual 91-00.30

## 6.0 Related Documents:

6.1 EHS Review Process 75D-07.0-01

6.2 Powered Industrial Trucks 75D-04.0-12

6.3 Used Battery Packaging 75D-03.0-02

6.4 Handling Recyclable Rags 75D-03.0-05

6.5 Management of Hazardous Waste 75D-03.0-04

6.6 Hazardous Materials Handling and Storage 75D-04.0-03

6.7 Hazard Communication 75D-05.0-03

6.8 Restricted Materials for DCF 75D-07.0-07

6.9 Environmental Management System 75B

6.10 Emergency Action and Fire Prevention Plan 75D-04.0-01

6.11 Spill Prevention, Countermeasure and Control Plan 75D-02.0-01

| REVISION | PURPOSE OF REVISION | APPROVED BY | EFFECTIVE DATE |
|---|---|---|---|
| 1 | Updates made from legal and OA – changed doc numbers | N. Mohlmann | 4/18/14 |
| 2 | Made minor corrections to document numbers and corrected typos; changes 24hr response for CSS to 3 day response | N. Mohlmann | 5/13/14 |
| 3 | Updated citations to include EO13693 and remove the prior Executive Orders that had been revoked. Updated Treasury Directives. | N. Mohlmann | 7/17/15 |
| 4 | Remove E.O. 13693; Clarification of DC Water requirements | V. Antoine-Pompey | 5/29/18 |
| 5 | Corrected typo in section 4.1.1 that referred Fire Safety to the wrong clause. | V. Antoine-Pompey | 6/3/19 |