**SITE-SPECIFIC BEST MANAGEMENT PRACTICES (SSBMP) PLAN TEMPLATE**

**Project Title:**

**Project No.:**

**Disclaimer and General Instructions**

This template is provided for informational purposes to assist designers and Contractors of the State of Hawaii Department of Transportation, Highways, Oahu District (HWY-O) construction projects in preparing a Site-Specific Best Management Practices (SSBMP) Plan for projects that do not require a National Pollutant Discharge Elimination System (NPDES) Permit.

HWY-O requires all public and private construction projects to implement BMP measures and practices. This template should be modified to reflect appropriate site-specific BMPs and used in conjunction with the most recent version of the State of Hawaii, Department of Transportation Highways (HDOT) “Construction BMP Field Manual”.

Throughout the SSBMP Plan template, [yellow-highlighted fields] should be completed by the designer and/or Contractor with project-specific information.

Instructions shown in [blue] for preparing the SSBMP Plan should be removed after completing the Plan.

Application of BMPs shall comply with applicable federal, state, and local regulations. Use of this template does not guarantee compliance with environmental regulations or HWY-O plan approval. Users of this template shall assume all liability directly or indirectly arising from the use of this template. Users of this template shall use their best professional judgement and sound engineering principles and seek advice from appropriately qualified professionals to determine the applicability of the information provided for site-specific application and selection of BMPs.

**Site-Specific Best Management Practices (SSBMP) Plan**

**Project Title: \_\_\_\_\_\_\_\_\_\_**

**Project No.: \_\_\_\_\_\_\_\_\_\_**

**Project Location: \_\_\_\_\_\_\_\_\_\_**

**General Contractor: \_\_\_\_\_\_\_\_\_\_**

**SSBMP Plan Preparation Date: \_\_\_\_\_\_\_\_\_\_**

**SSBMP Plan Preparer & Company: \_\_\_\_\_\_\_\_\_\_**

**SSBMP Plan Preparer Signature: \_\_\_\_\_\_\_\_\_\_**

**Prepared by: Department of Transportation, Highways, Design Branch**

**Date: May 2022**

**Site-Specific Best Management Practices (SSBMP) Plan**

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**Required Attachments**

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Attachment 2: Training Log and Records

Attachment 3: List of Heavy Equipment and Materials

Attachment 4: Spill Control and Prevention/Emergency Spill Response Plan

Attachment 5: Solid Waste Disclosure Form

Attachment 6: SSBMP Amendment Log

Attachment 7: Permanent BMP Selection Form

# 1 Responsible Parties

The Contractor shall assemble and oversee a “storm water team”, which is responsible for the development of the SSBMP Plan, any later modifications to it.

The SSBMP Plan must identify the personnel are part of the storm water team, as well as their individual responsibilities. Each member of the storm water team must have ready access to the most updated copy of the SSBMP Plan, the current Construction BMP Field Manual, and other relevant documents or information that must be kept with the SSBMP Plan.

Name:

Company:

Position:

Telephone Number:

Email Address:

Role or Responsibility:

Name:

Company:

Position:

Telephone Number:

Email Address:

Role or Responsibility:

Name:

Company:

Position:

Telephone Number:

Email Address:

Role or Responsibility:

Name:

Company:

Position:

Telephone Number:

Email Address:

Role or Responsibility:

Name:

Company:

Position:

Telephone Number:

Email Address:

Role or Responsibility:

# 2 Project Description

What is the function of the construction activity (Please check all applicable activity(ies))?

[ ]  Pavement Resurfacing/Road Restriping   [ ]  Concrete Restoration/Deck Repair

[ ]  Slope Restoration   [ ]  Guardrail Reconstruction    [ ]  Trench/Excavation Work

[ ]  Other (Please specify):

## 2.1 Nature of Construction Activities

What is being constructed?

Describe the scope of work and major construction activities, including baseyards and staging areas.

## 2.2 Construction Site Estimates

Table 1. Disturbed Area Calculations

|  |  |
| --- | --- |
| Project Disturbed Area: | \_\_\_\_\_ Acres |
| Staging Area: | \_\_\_\_\_ Acres |
| Total Disturbed Area:**(i.e., project disturbed area + staging area)** | \_\_\_\_\_ Acres |

Soil and construction materials will be stockpile or stored describe location(s) as shown on figure/drawing name and number.

Staging areas will/will not be used. Describe location(s) as shown on figure/drawing name and number.

Construction activities will be phased/not phased; include description of each phase if appropriate and/or reference drawings that show limits of each phase.

# 3 Best Management Practices

## 3.1 Potential Pollutants

For each pollutant-generating activity, an inventory of pollutants or pollutant constituents (e.g., sediment, fertilizers and/or pesticides, paints, solvents, fuels) associated with that activity, which could be exposed to rainfall and could be discharged from the construction site, shall be documented. The Contractor shall take into account where potential spills and leaks could occur that contribute pollutants to storm water discharges.

All solid waste shall be disposed of at DOH, Solid and Hazardous Waste Branch (SHWB), Solid Waste Section (SWS) permitted facilities. If not, the Contractor shall contact the SHWB-SWS at (808) 586-4226 and notify the Engineer for his agreement on the disposal location. Additional permits may be required

Table 3 and Table 4, listed below, identify potential construction site pollutant sources/materials and non-storm water pollutant sources, which could be exposed to rainfall and discharged from the construction site. These pollutant sources/materials are numbered to indicate, in Table 5, what potential pollutants may be of concern based on the construction operation(s).

Table 3. Potential Construction Pollutant Sources/Materials

|  |  |
| --- | --- |
| Potential Construction Pollutant Sources/Materials | Reference # |
| Construction debris, green waste, general litter | 1 |
| Materials associated with the operation and maintenance of equipment, such as oil, fuel, and hydraulic fluid leakage | 2 |
| Soil erosion from the disturbed areas | 3 |
| Sediment from soil stockpiles | 4 |
| Emulsified asphalt or prime/tack coat | 5 |
| Materials associated with painting, such as paint and paint wash solvent | 6 |
| Industrial chemicals, fertilizers, and/or pesticides | 7 |
| Hazardous waste (batteries, solvents, treated lumber, etc.) | 8 |
| Metals and Building Materials | 9 |
| Existing Pollutant Sources | 10 |
| Contaminated Soil | 11 |

Table 4. Potential Non-Storm Water Pollutant Sources

|  |  |
| --- | --- |
| Potential Non-Storm Water Pollutant Source | Reference # |
| Fugitive Dust Control and Dust Control Water | 12 |
| Concrete Truck Wash Water | 13 |
| Sediment Track Out | 14 |
| Irrigation Water | 15 |
| Saw cutting Slurry | 16 |
| Concrete Curing Water | 17 |
| Plaster Waste Water | 18 |
| Water-Jet Wash Water | 19 |
| Sanitary/Septic Waste | 20 |

## 3.2 Construction BMP Selection

The Contractor shall conduct operations to achieve the following minimum protective measures identified in Table 5 to mitigate potential pollutants from entering the storm drainage system and open waterbodies. The BMPs identified for each construction operation is what “You” as the Contractor propose to do. You will be expected to conform to the measures proposed in this plan. Each BMP is referenced to the corresponding section of the current HDOT Construction Best Management Practices Field Manual. The Manual may be obtained from the HDOT Statewide Stormwater Management Program Website at <https://www.stormwaterhawaii.com/resources/contractors-and-consultants/>

BMP measures proposed in this plan should be in compliance with the requirements of the 2005 Hawaii Standard Specifications for Road and Bridge Construction and Special Provisions, Standard Specifications & Special Provisions Section 209. Appendix A of the 2005 Standard Specifications for Road and Bridge Construction, Standard Specifications & Special Provisions Section 209 provides guidance on appropriate site-specific BMPs to be implemented for various pollutant sources.

**INSTRUCTIONS:**

* Refer to Table 5 for common BMPs implemented and potential site pollutants found based on the construction activity(ies) checked in section 2.
* Cross out BMP devices and/or potential pollutants not applicable for this project.
* If additional BMPs will be used and are not listed under the specified construction operation, identify the BMP device(s) to be used in the ‘other’ row and briefly describe how it will be used.

Table 5. BMPs Used for Construction Projects/Operations

| Construction Operation | BMPs | BMP Reference | Potential Construction/Non-Storm Water Pollutant Sources |
| --- | --- | --- | --- |
| Pavement Resurfacing/Road Restriping | Material Storage and Handling | SM-2 | 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 19, 20 |
| Stockpile Management | SM-3 |
| Waste Management | SM-5, SM-6, SM-7, SM-9 |
| Spill Prevention and Control | SM-10 |
| Vehicle and Equipment Management | SM-11, SM-12, SM-13 |
| Scheduling | SM-14 |
| Staging Area | SM-16 |
| Dust Control | SM-19 |
| Paving Operations | SM-20 |
| Structure Construction and Painting | SM-21 |
| Soil Stabilization Measures | EC-11, EC-12, EC-13, EC-14, EC-15, EC-16 |
| Storm Drain Inlet Protection | SC-1 |
| Compost Filter Berm/Sock | SC-6 |
| Silt Fence or Filter Fabric Fence | SC-7 |
| Stabilized Construction Entrance/Exit | SC-11 |
| Other (identify BMP device and how it will be used):       |
| Concrete Restoration/Deck Repair | Material Storage and Handling | SM-2 | 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 |
| Stockpile Management | SM-3 |
| Waste Management | SM-4, SM-6, SM-7, SM-9 |
| Spill Prevention and Control | SM-10 |
| Vehicle and Equipment Management | SM-11, SM-12, SM-13 |
| Scheduling | SM-14 |
| Staging Area | SM-16 |
| Dust Control | SM-19 |
| Paving Operations | SM-20 |
| Soil Stabilization Measures | EC-11, EC-12, EC-13, EC-14, EC-15, EC-16 |
| Storm Drain Inlet Protection | SC-1 |
| Compost Filter Berm/Sock | SC-6 |
| Silt Fence or Filter Fabric Fence | SC-7 |
| Sandbag Barrier | SC-8 |
| Stabilized Construction Entrance/Exit | SC-11 |
| Other:       |
| Guardrail Reconstruction | Material Storage and Handling | SM-2 | 1, 2, 3, 5, 6, 7, 8, 9, 12, 14, 15, 16, 17, 18, 19, 20 |
| Waste Management | SM-4, SM-6, SM-7 |
| Spill Prevention and Control | SM-10 |
| Vehicle and Equipment Management | SM-11, SM-12, SM-13 |
| Staging Area | SM-16 |
| Dust Control | SM-19 |
| Soil Stabilization Measures | EC-11, EC-12, EC-13, EC-14, EC-15, EC-16 |
| Storm Drain Inlet Protection | SC-1 |
| Compost Filter Berm/Sock | SC-6 |
| Stabilized Construction Entrance/Exit | SC-11 |
| Other:       |
| Trench/Excavation Work | Material Storage and Handling | SM-2 | 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 19, 20 |
| Stockpile Management | SM-3 |
| Waste Management | SM-6, SM-7, SM-8, SM-9 |
| Spill Prevention and Control | SM-10 |
| Vehicle and Equipment Management | SM-11, SM-12, SM-13 |
| Scheduling | SM-14 |
| Staging Area | SM-16 |
| Preservation of Existing Vegetation | SM-17 |
| Dust Control | SM-19 |
| Topsoil Management | SM-22 |
| Soil Stabilization Measures | EC-11, EC-12, EC-13, EC-14, EC-15, EC-16 |
| Storm Drain Inlet Protection | SC-1 |
| Compost Filter Berm/Sock | SC-6 |
| Silt Fence or Filter Fabric Fence | SC-7 |
| Stabilized Construction Entrance/Exit | SC-11 |
| Other:       |
|  |  |  |
| Slope Restoration | Material Storage and Handling | SM-2 | 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 20 |
| Stockpile Management | SM-3 |
| Waste Management | SM-6, SM-7, SM-8, SM-9 |
| Spill Prevention and Control | SM-10 |
| Vehicle and Equipment Management | SM-11, SM-12, SM-13 |
| Scheduling | SM-14 |
| Location of Potential Sources of Sediment | SM-15 |
| Staging Area | SM-16 |
| Preservation of Existing Vegetation | SM-17 |
| Dust Control | SM-19 |
| Topsoil Management | SM-22 |
| Storm Water Diversion Devices | EC-3, EC-5, EC-7 |
| Velocity Dissipation Practices | EC-4, EC-8, EC-9 |
| Soil Stabilization Measures | EC-11, EC-12, EC-13, EC-14, EC-15, EC-16 |
| Storm Drain Inlet Protection | SC-1 |
| Compost Filter Berm/Sock | SC-6 |
| Stabilized Construction Entrance/Exit | SC-11 |
| Other:       |

## 3.3 Schedule for Construction and BMP Implementation

**INSTRUCTIONS:**

* Fill out the BMP implementation schedule on the following page or add a BMP implementation schedule as an attachment for the installation timeline of BMPs. The schedule should provide information necessary to plan for adequate materials and crews to install BMPs at the right time. In order to be effective, certain BMPs must be installed before the site is disturbed (e.g., to provide protection during grading operations or to reduce or minimize pollution).

Table 6. Construction and BMP Implementation Schedule

|  |  |  |
| --- | --- | --- |
| **Activity** | **Implementation Date** | **Description** |
| SSBMP Plan and BMP implementation |                 |                                     |
| Installation of storm water control measures |                 |                                     |
| Commencement of earth-disturbing activities |                 |                                     |
| Cessation, temporary or permanently, of construction activities on the site |                 |                                     |
| Final or temporary stabilization of exposed soil |                 |                                     |
| Removal of temporary storm water BMPs  |                 |                                     |
| Estimated completion date |                 |                                     |

## 3.4 Stabilization Requirements

The project will/will not consist of earth-disturbing activities. Describe the methods used to initiate stabilization after the temporary/permanent cessation of earth-disturbing activities or describe why stabilization will not be required for this project.

Initial stabilization will be completed within 14 calendar days after the temporary or permanent cessation of earth-disturbing activities. Immediately initiate stabilizing exposed soil areas upon completion of earth-disturbing activities for areas permanently or temporarily ceased on any portion of the site. Earth-disturbing activities have permanently ceased when clearing and excavation within any area of the site that will not include permanent structures has been completed. Earth-disturbing activities have temporarily ceased when clearing, grading, and excavation within any area of the site that will not include permanent structures will not resume for a period of 14 or more calendar days, but such activities will resume in the future. The term “immediately” is used in this section to define the deadline for initiating stabilization measures. “Immediately” means as soon as practicable, but no later than the end of the next work day, following the day when the earth-disturbing activities have temporarily or permanently ceased.

Any of the following types of activities constitutes initiation of stabilization:

1. Prepping the soil for vegetative or non-vegetative stabilization;
2. Applying mulch or other non-vegetative products to the exposed area;
3. Seeding or planting the exposed area;
4. Starting any of the activities in items 1 – 3 above on a portion of the area to be stabilized, but not on the entire area; and
5. Finalizing arrangements to have stabilization product fully installed in compliance with the deadline for completing initial stabilization activities.

Immediately after seeding or planting the area to be vegetatively stabilized, to the extent necessary to prevent erosion on the seeded or planted area, select, design, and install non-vegetative erosion controls that provide cover (e.g., mulch, rolled erosion control products) to the area while vegetative is becoming established.

To be considered adequately stabilized, the Contractor shall meet the criteria below.

1. If the Contractor is vegetatively stabilizing any exposed portions of the site through the use of seed or planted vegetation, the Contractor shall provide established uniform vegetation (e.g., evenly distributed without large bare areas), which provide 70 percent or more of the density of coverage that was provided by vegetation prior to commencing earth-disturbing activities.
2. Vegetative cover must be perennial.

Permanent BMPs are measures installed during construction, designed to reduce or eliminate pollutant discharges from the site after construction is complement. If this project is required to implement Permanent BMPs, complete Attachment 8: Permanent BMP Selection Form.

# 4 BMP Inspection and Maintenance

## 4.1 Construction BMP Inspection and Maintenance

**INSTRUCTIONS:**

* Describe the location of blank and completed inspection checklists/forms. Provide a blank inspection form in the SSBMP Plan that will be used to record the results of inspections and assessments.
* List personnel responsible for conducting inspections
* Completed inspection forms should be included in the SSBMP Plan or in an accompanying file/binder that is referenced in the SSBMP Plan and be readily accessible on-site.

BMPs shall be regularly maintained for proper and effective functionality. The Contractor shall conduct BMP inspections of the project site, on a weekly basis, starting immediately after the Initial BMP Inspection and until the acceptance of the Final BMP Inspection to ensure that BMPs are effective, and activities do not have the potential to pollute storm water runoff. BMPs that are not deemed effective shall be replaced immediately with a more effective BMP and the SSBMP Plan should be updated to reflect the change. A copy of the inspection report must be submitted to the Project Engineer within 24 hours after each inspection.

Contractor self-inspection reports, SSBMP Plan Revisions, and an up-to-date BMP plan reflecting current site conditions shall be retained on-site or at an accessible location for the duration of the project and made available at the time of an on-site inspection, or upon request by HWY-O and/or DOH/EPA representative.

Site-specific BMP deficiencies shall be addressed immediately and work to fix the deficiencies will be completed by the close of the next work day if the problem does not require significant repair or replacement, or if the problem can be corrected through routine maintenance. Address any site-specific BMP deficiencies brought up by the State’s Third-Party Inspector in the timeframe above or as specified in the MS4 NPDES Permit, whichever is more stringent. In this section, “immediately” means the Contractor shall take all reasonable measures to minimize or prevent discharge of pollutants until a permanent solution is installed and made operational. If a problem is identified at a time in the day in which it is too late to initiate repair, initiation of repair shall begin on the following work day. If it is infeasible to complete the installation or repair of BMPs within the required timeframe, notify the Engineer and document why it is infeasible to complete the installation or repair within the required timeframe and complete the work as soon as practicable and as agreed to by the Engineer. Address site-specific BMP deficiencies discovered by the Contractor within the timeframe above.

# 5 Certification of the SSBMP Plan

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature: Date:

Person Name: Michael K. Medeiros

Person Position Title: Oahu District Engineer

Person Company or Agency: Department of Transportation

Department: Department of Transportation

Division: Highways

Phone Number: (808) 831-6700 Fax No.: (808) 831-6725

Person Email: mike.medeiros@hawaii.gov

**Attachment 1**

**Project Maps and Plans**

Project maps and plans are required to be provided as part of the SSBMP Plan. The maps must contain at least the following:

* Project Location Map, including (as applicable), project limits; areas for construction support activity areas (i.e., contractor’s staging and storage yards; sediment, soil, or other construction material stockpile areas; chemical storage; vehicle/equipment parking areas; temporary batch plant yards; etc.); access routes to the project site if using unpaved roadways; and nearby landmarks, roads, canals, and surface waters. The boundaries or limits for all construction support activity areas shall be identified in the construction plans.
* Map(s) showing the drainage system and flow pattern/paths for the area. Show all storm drains or other drainage structures present in the area. Include separate drawings for each phase of construction that alters drainage patterns.
* Erosion and Sediment Control Plans, Details, and Notes with site-specific temporary BMP measures, including areas designated for construction support activities.

**Attachment 2**

**Training Log and Records**

It is required for all Contractors and Subcontractors to be trained on the site-specific BMPs that are utilized during construction, as well as spill response. Records of completion (i.e., sign-in sheet) must be up-to-date and included in the SSBMP Plan.

The training options are listed below:

1. Annual HDOT Protect Our Water Conference – in-person/virtual attendance.
2. Annual HDOT Protect Our Water Conference – viewed presentation slides on the stormwaterhawaii.com website > Resources > Contractors and Consultants > Protect Our Water Conference.
3. Non-HDOT Sponsored Storm Water BMP Training Courses

Name of Courses/Sponsor:

|  |
| --- |
| Project Name:                                                               |
| Project Location:                                                          |
| Instructor’s Name(s):                                                          |
| Instructor’s Title(s):                                                              |

Attendee Roster:

|  |  |  |
| --- | --- | --- |
| **No.** | **Name of Attendee** | **Company** |
| 1. |                                |                                |
| 2. |                                |                                |
| 3. |                                |                                |
| 4. |                                |                                |
| 5. |                                |                                |
| 6. |                                |                                |
| 7. |                                |                                |
| 8. |                                |                                |

**Attachment 3**

**List of Heavy Equipment and Materials**

A list of heavy equipment and materials is required to be provided as part of the SSBMP Plan. Provide a list of heavy equipment and a list of materials that will be used for the project.

|  |  |
| --- | --- |
| **Equipment** | **Materials** |
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**Attachment 4**

**Spill Control and Prevention/Emergency Spill Response Plan**

A Spill Control and Prevention/Emergency Spill Response Plan is required to be provided as part of the SSBMP Plan. An existing Spill Control and Countermeasure (SPCC) plan or other spill control program may be used in lieu of a Spill Control and Prevention/Emergency Spill Response Plan, provided the plan/program meets all of the requirements listed below:

* Describe procedures for expeditiously stopping, containing, and cleaning up spills, leaks, and other releases. Identify the name or position of the employee(s) responsible for detection and response of spills or leaks.
* Describe procedures for notification of appropriate facility personnel, emergency response agencies, and regulatory agencies where a leak, spill, or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, or 40 CFR Part 302, occurs during a 24-hour period. Contact information must be in locations that are readily accessible and available.

**Emergency Spill Response Plan**

Procedures for expeditiously stopping, containing, and cleaning up spills, leaks, and other releases (7.2.11.1a).

**Spill Coordinator**

The Contractor shall appoint a Primary and Secondary Emergency Spill Response Coordinator who will be responsible for the reporting of spills, coordinating contractor personnel for spill cleanup, subsequent site investigations, and associated reports. In the event of a spill, the Emergency Spill Response Coordinator will be responsible for determining the extent of the containment/isolation area and cleanup methods. Include Names, positions, and emergency contact information.

The Contractor shall make contact with a Spill Cleanup Emergency Response Contractor prior to start of construction to provide sufficient information for the spill Contractor to be prepared should they receive a call in the event of an emergency.

**Immediate Response**

All spills regardless of size must be reported to the Emergency Spill Response Coordinator and the (HDOT Construction Resident Engineer/Project Engineer/Construction Inspector). The person observing the incident will take the following actions:

• Assess the safety of the situation (including the risk to the surrounding public).

• Alert nearby personnel and secure the immediate area for safety.

If the person is aware the chemical spilled is not toxic or a known petroleum product do the following:

• Make every effort to remove potential ignition sources and stop the source of the spill.

• Clean the spill using absorbent materials available on-site. Do not hose down or bury spills. Remove and properly dispose of cleanup materials.

• Promptly notify the Emergency Spill Response Coordinator. Report name, the spill location, material spilled, and the extent of the incident.

Upon learning of the spill, the Emergency Spill Response Coordinator will implement the following measures:

• Assess the safety of the situation (including the risk to the surrounding public).

• If the source of the spill is toxic or unknown, immediately notify the Fire Department and ask for assistance from the HAZMAT team.

• Secure the area by stopping traffic if necessary and install barricades or safety fencing around the area.

•If safe to do so, prevent hazardous material from entering the stormwater or sewer system or any waterbodies by covering/blocking any drains in the spill area, and providing containment BMPs to either prevent stormwater from contacting hazardous material or contain commingled stormwater.

•If safe to do so, absorbent materials will be applied to the spill area. Contaminated soils and vegetation will be excavated and temporarily placed on and covered by plastic sheeting or in an appropriate container or surrounded by impermeable lined berms in a containment area a minimum of 100 feet away from any wetland or waterbody, until proper disposal is arranged.

• Notify appropriate agencies as required by Federal, State, and local regulations.

•For petroleum spills, provide notification if the release meets any of conditions the below:

* 1. Greater than 25 gallons
	2. Not cleaned within 72 hours
	3. Enters a storm drainage system or state waters

• Arrange for proper disposal (including contaminated personal protective equipment and/or cleanup supplies) in accordance with Federal, State, and local regulations and Manufacturer’s instructions if known.

• If a spill is beyond the scope of on-site equipment and personnel, contact the Spill Cleanup Emergency Response Contractor to further contain and clean up the spill.

• Notify the (HDOT Construction Resident Engineer/Project Engineer/Construction Inspector).

Contents of the Spill kits shall be determined by the Contractor based on the anticipated type and quantity of hazardous material to be stored/used on-site. The kit should contain at minimum:

•55-gallon drum with lid

•absorbent pads (50)

•absorbent socks (12)

•absorbent pillows (5)

•1 pair goggles or face shield

•1 pair elbow length gloves

•1 disposable apron

•disposable bags with ties (3)

•Include additional materials such as Absorbent Skimmers or Booms for work adjacent or over State Waters as needed.

•Include additional materials as necessary to secure the spill area.

**Procedures for notification of appropriate facility personnel, emergency response agencies, and regulatory agencies where a leak, spill, or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity consistent with HAR 11-55 subsection 5.3.4. and established under either 40 CFR Part 110, 40 CFR Part 117, or 40 CFR Part 302, occurs during a 24-hour period (7.2.11.1.b).**

• Contact information must be in locations that are readily accessible and available.

• The Contractor shall take all reasonable measures to protect human health and the environment.

• For emergencies or life-threatening situations, call 911 first.

• Notify responsible parties listed below as required and immediately notify DOH Clean Water Branch and the National Response Center of the incident. The notification shall also include the identity of the pollutant sources and the implemented control or mitigation measures. Notify other agencies as required by Federal/State/Local laws. List additional agencies or personnel below as required.

1. Owner Contact/Emergency Contact Number: (HDOT Construction Resident Engineer/Project Engineer/Construction Inspector)

Name, Title, Phone Number

2. Authorized Representative/ Emergency Contact Number: (HDOT District Engineer or designated representative who can contact Authorized Representative)

Name, Title, Phone Number

3. Contractor/ Emergency Contact Number: (Contractor Emergency Contact)

Name, Title, Phone Number

4. Department of Health

Clean Water Branch (During regular working hours): ……………………….808-586-4309

Hawaii State Hospital Operator (After hours):……………………………….. 808-247-2191

AND E-mail Clean Water Branch via email at cleanwaterbranch@doh.hawaii.gov

5. Hawaii Hazard Evaluation and Emergency Response (HEER) ………….808-586-4249

 (After Hours) ……………………...808-247-2191

AND

 Appropriate Local Emergency Planning Committee (LEPC)

For projects on Hawaii Island

Henry Silva, Hawaii County LEPC……………….………….808-936-0858

For projects on Oahu

Leland Nakai Department of Emergency Management……808-723-8958

LEPC……………………………………………….….808-723-8960

 (After Hours)………………………………………….911

For projects on Kauai

Clifford Ikeda, Kauai Civil Defense……..…………..……….808-241-1800

(After Hours)………………………………………….808-241-6711

For projects in Maui County

Scott Kekuewa, Maui Fire Department…………………..….808-270-7911

(After Hours)………………………………………….911

6. National Response Center (NRC)…………………………………………..(800)424-8802

7. Coast Guard Operations Center, Honolulu (working hours) ……………. 808-522-8246

 (After hours)…………………808-247-2191

8. County Fire Department/Police……………………………………………… 911

9. HDOT Tunnels Emergency Contact Number (After Hours)……………….808-485-6200

10. Contractor’s Spill Cleanup Emergency Response Contractor

Contractor...................................................................................…………….xxx-xxx-xxxx

• If required, fill in and follow the requirements of the HDOT Corrective Action Report.

**Attachment 5**

**Solid Waste Disclosure Form**

The Contractor shall submit the Solid Waste Disclosure Form for Construction Sites to the Engineer within 21 calendar days of date of award. The Solid Waste Disclosure Form can be downloaded at: <https://health.hawaii.gov/shwb/files/2013/06/swdiscformnov2008.pdf>

* Provide a copy of the signed Solid Waste Disclosure Form. Include the solid waste produced by Subcontractors, all solid waste should be accounted for.
* Provide a copy of all the disposal receipts from the facility permitted by the Department of Health to receive solid waste to the Engineer monthly. This should also include documentation from any intermediary facility where solid waste is handled or processed, or as directed by the engineer.

**Attachment 6**

**SSBMP Plan Amendment Log**

The SSBMP Plan is a “living document” for the duration of the project. All updates and revisions must be recorded and logged below.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Description of Revision** | **Date** | **Name** |
| 1. |                                |                 |                      |
| 2. |                                |                 |                      |
| 3. |                                |                 |                      |
| 4. |                                |                 |                      |
| 5. |                                |                 |                      |
| 6. |                                |                 |                      |
| 7. |                                |                 |                      |
| 8. |                                |                 |                      |
| 9. |                                |                 |                      |
| 10. |                                |                 |                      |
| 11. |                                |                 |                      |
| 12. |                                |                 |                      |
| 13. |                                |                 |                      |
| 14. |                                |                 |                      |

**Attachment 7**

**Permanent BMP Selection Form**

Complete the conditions assessment checklist below to determine if Permanent BMPs (PBMPs) are needed. If any condition is checked “Yes,” describe the PBMP(s) to be implemented or reasons why PBMPs are not required.

Provide a narrative description of how the PBMPs selected will be used to prevent erosion and pollution of stormwater following construction.

PBMPs are measures installed during construction, designed to reduce or eliminate pollutant discharges from the site after construction is completed. The project will be required to implement PBMPs if “Yes” is checked for any of the conditions below.

| Condition | Yes  | No |
| --- | --- | --- |
| Project (new development or redevelopment) disturbs an area of one (1) acre of more.  |[ ] [ ]
| Project (new development or redevelopment) generates equal to or greater than (1) acre of new permanent impervious surface. |[ ] [ ]
| Project (new development or redevelopment) disturbs less than one (1) acre but has the potential to discharge pollutants to the MS4. Special projects with at least 10,000 square feet of total impervious surface area, as described below.  |  |  |
| 1. Retail gasoline outlets
 | [ ]  | [ ]  |
| 1. Carwash facilities
 | [ ]  | [ ]  |
| 1. Automotive repair shops
 | [ ]  | [ ]  |
| 1. Restaurants
 | [ ]  | [ ]  |
| 1. Parking lots
 | [ ]  | [ ]  |

The project is exempt from PBMP requirements if “Yes” is checked for any of the conditions below.

| Exemption | Yes  | No |
| --- | --- | --- |
| Project returns the area to pre-development hydrologic conditions. |[ ] [ ]
| Project does not discharge into State waters.  |[ ] [ ]
| Project consists of multiple unconnected areas that do not generate one (1) acre or more of new impervious surfaces.  |[ ] [ ]
| Project involves Operations and Maintenance activities, such as:1. Pavement resurfacing, restoration, rehabilitation
2. Structural repairs
3. Baseyard repairs and improvements
 |[ ] [ ]
| Project is linear, such as:1. Guardrail and shoulder improvements
2. Utility installation and relocation
 |[ ] [ ]
| Project is a Water Quality Improvement or preservation project: |  |  |
| 1. Shoreline protection
 |[ ] [ ]
| 1. Landscaping
 |[ ] [ ]
| 1. Culvert rehabilitation or replacement
 |[ ] [ ]
| 1. Permanent BMP project
 |[ ] [ ]
| 1. Emergency project
 |[ ] [ ]
| 1. Temporary project
 |[ ]  [ ]  |
| Project is not eligible for exemption from providing LID or PBMPs if “Yes” is checked for any of the following: |  |  |
| 1. Shoreline protection
 |[ ]  [ ]  |
| 1. Roadway realignment
 |[ ]  [ ]  |
| 1. Roadway widening
 |[ ]  [ ]  |
| 1. New commercial facility sites
 |[ ]  [ ]  |
| 1. Special projects listed in Table 5
 |[ ]  [ ]  |

Based on tables above, the project is exempt/not exempt from PBMP requirements.

The following Permanent BMPs have been identified to address the above:

* LIST or State NONE
* LIST or State NONE

Provide a description of the site-specific implementation and targeted pollutants of concern.