



**SF Environment**

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A Department of the City and County of San Francisco

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## **Construction & Demolition (C&D) Debris Management Requirements for Municipal Projects**

**IMPORTANT:** The following information applies to municipal projects located within the legal and geographic boundaries of the City/County of San Francisco **ONLY**. Projects located in the 9 Bay Area Counties but outside SF City/County boundaries have slightly different requirements. Please note that **SFO** is **not** located in San Francisco.

### **Specifications Section 01-74-50 - dated 07.09.14**

- 1) 01-74-50 incorporates requirements from various sources, including:
  - a) Environment Code Chapter 7 (Green Building Requirements for City Building Ordinance) – revisions & regulations unanimously approved by Mark Palmer's SF Green Building Task Force. Most of Section 01-74-50 is based on this Chapter of the Environment Code.
  - b) SF's Ordinance #27-06, which created Chapter 14 of the Environment Code titled "Construction and Demolition Debris Recovery Ordinance".
  - c) SF's Mandatory Recycling & Composting Ordinance (3 bins), Environment Code Chapter 19.
- 2) Diversion requirements
  - a) Excludes hazardous waste; must show professional evaluation of material to qualify as hazardous; professional report is included with C&D Debris Management plan. **[p 5-6: Paragraph 1.4 B., C., D.]**. If material is deemed hazardous after project commences, complete Form A with official documentation.
  - b) No C&D debris material can be sent directly to landfill or to a facility that incinerates debris using high temperature technology without approval from SF Dept of Environment (SFE) **[p7: Paragraph 1.4 G.] Use Form A or Form B to make request**
  - c) No C&D debris material can be put in the garbage **[p5: Paragraph 1.4 A.]**
  - d) Source-separated C&D debris material must be taken to a facility that recycles or reuses that material **[p7: Paragraph 1.4 H. 1.]**
    - i) Source-Separated C&D debris material is CREDITED AT 100% on diversion reporting
  - e) Mixed C&D debris material must be hauled by a REGISTERED Transporter ONLY **[p7: Paragraph 1.4 H. 1.]**; more than 375 transporters are currently registered.
  - f) Mixed C&D debris material must be taken to a San Francisco REGISTERED Facility ONLY **[p7: Paragraph 1.4 H. 1.]**. There are currently 12 Registered Facilities throughout the Bay Area.
    - i) Mixed C&D material taken to a Registered Facility is **CREDITED AT 65%** on diversion reporting **[p6: 1.4 F. 2.a.]**
  - g) MUST ACHIEVE 75% MINIMUM DIVERSION FOR JOB (Many contractors achieve higher). **[p5: Paragraph 1.4 A.]** 75% diversion earns 2 project points for LEED **[p 8: Paragraph 1.4 M.]**
  - h) Current lists of Registered Transporters and Registered Facilities are found at [www.sfenvironment.org/c&d](http://www.sfenvironment.org/c&d)

- 3) Diversion Reporting
  - a) C&D Debris Management Plan – before commencement of Work [p9: Paragraph 1.5]
  - b) C&D Debris Recovery Monthly Summary of Diversion [p10: Paragraph 1.6]
    - i) Must include weight tags from facilities
    - ii) If Summary and supporting documents are not submitted, progress payment is incomplete and progress payment is delayed.
  - c) C&D Debris Recovery Final Diversion Report [p10: Paragraph 1.7]
  - d) **Form C** = Use this Form for all three reporting requirements; check the appropriate box in the center of page 1 of the form to indicate the report being submitted.
- 4) General Guidelines for reporting
  - a) Contractor prepares all reports & INCLUDES INFO FROM ALL SUBS. – submits to City Representative for review and approval.
  - b) All diversion is reported in tons; conversion rates for cubic yards to tons are on **Form E**.
  - c) After facilities and transporters are named and approved on the C&D Debris Management Plan, no changes can be made without approval of the City Representative prior to the change (use **Form D**).
- 5) Weight tag requirement [p10: Paragraph 1.6 A.]

“Documentation shall include weight tags or other similar proof the hauler received from a facility where material was transported; if a facility issues a receipt with cubic yards only, the contractor shall use the Conversion Rates found in Form E. The documentation issued by the facility shall include the commodity or material type that was delivered to the facility and shall include evidence that the material was from the contracted job; such evidence may include the project address or project/job number provided by the facility on the weight tags or receipts it creates. Diversion reports prepared by vendors, work orders or invoices for services shall not be acceptable unless accompanied by requirements noted above [emphasis added].”

  - a) Weight tag from scalehouse
  - b) No summary reports
  - c) No work orders
- 6) Field offices and job trailers [p11: Paragraph 1.8 C]
  - a) Provide green, blue & black refuse containers & appropriate signs to separate recyclable and compostable materials from trash.
  - b) Subscribe to 3-bin service with Recology San Francisco, 415.330.1300.
- 7) Requirements for City Representative [**APPEAR IN REGULATIONS; NOT IN SPECIFICATIONS**]
  - a) If project cost exceeds \$100,000 or involves full demolition of structure
    - i) Must send all waste management reports to the SF Department of the Environment (SFE) for optional review
    - ii) Transmit with Return Receipt
    - iii) SFE has 10 business days to issue comments or requests
    - iv) If no response from SFE in 10 days, City Representative can authorize work to commence
  - b) Retention of records
    - i) City Representative retains all C&D Debris Management Plans, Summaries of Diversion, Final Diversion Reports and all supporting documentation after completion of the project for 3 years. Retained items are available to SFE upon request.