

**CONSTRUCTION INSPECTOR'S CHECKLIST
FOR
REMOVAL AND DISPOSAL OF REGULATED SUBSTANCES**

While its use is not required, this checklist has been prepared to provide the field inspector a summary of easy-to-read step-by-step requirements relative to the proper management of regulated substances. The following questions are based on information found in Section 669 of the Standard Specifications for Road and Bridge Construction, Removal and Disposal of Regulated Substances BDE special provision, and Section 669 of the Construction Manual.

1. PRE-EXCAVATION

- a. Has Contractor submitted the Regulated Substances Pre-Construction Plan (BDE 2730) a minimum of 21 days prior to construction commencing for your review and approval? (Art. 669.03) _____
- b. Have you provided the BDE 2730 to the District Environmental Studies Unit (DESU) and obtained their acceptance recommendation? _____
- c. Have you approved the BDE 2730? (Note, excavation activities shall not commence in areas containing regulated substances prior to the BDE 2730 approval.) (Art. 669.03) _____
- d. Have you confirmed contractor equipment is in a clean condition (i.e. the equipment does not contain any residual non-special waste, non-hazardous special waste, or hazardous waste) upon delivery to the jobsite? (Art. 669.02) _____
- e. If Landfill Waste Disposal Characterization Sampling and Analysis was identified on the approved BDE 2730, has the sampling and analysis been performed to the landfill's satisfaction? (Art. 669.03 and 669.05) _____

2. EXCAVATION and MANAGEMENT

- a. Is the Contractor complying with various sections of the approved BDE 2730? Note this includes, but is not limited to, regulated substances monitoring (i.e., the environmental firm is on-site when required), site contamination erosion control, etc. Regulated substance monitoring must be conducted during regulated substance excavation activities. The Contractor shall document monitoring activities via BDE 2732 "Regulated Substances Monitoring Daily Record" (see attached example). (Art. 669.03 and 669.04) _____
- b. Regulated soil classified as "a(1)" can be used on site or managed and disposed of at a properly permitted landfill as non-special waste (Art. 669.05). When disposed of at a landfill, has the Contractor provided:
 - (1) A signed letter specifying the proposed disposal site and documentation the landfill is permitted to accept the regulated soil? _____

(2) A signed Waste Material Profile? _____

Typically, this document is prepared and signed by an environmental firm hired by the Contractor.

(3) The Generator’s Non-Special Waste Certification? (Art. 669.06) _____

Typically, this document is prepared by an environmental firm hired by the Contractor and signed by the Resident.

(4) Has the District signed the Generator’s Non-Special Waste Certification? (Art. 669.06) _____

c. Regulated soil classified as “a(2)” can be used on site, managed and disposed of at a clean construction demolition debris (CCDD) or uncontaminated soil fill operation (USFO) within an MSA County, or disposed on another IDOT contract with the same MSA restriction. (Art. 669.05 and Construction Manual Section 669)

(1) When disposed of at a CCDD or USFO facility:

(a) Has the Contractor provided a signed letter specifying the proposed disposal facility and included in the BDE 2733? _____

(b) Has the Contractor provided documentation the facility is on the IEPA approved CCDD or Solid Waste sites lists or possess the appropriate permit to accept the regulated soil? _____

(c) Has the District provided the Contractor with a completed IEPA LPC 663 form for the Contractor’s use? _____

(2) When disposed of on another IDOT contract within an MSA county:

(a) Has the Contractor provided a signed letter specifying the proposed disposal site? _____

(b) Has the Contractor’s proposed disposal site been approved by the Resident of each contract involved? _____

d. Regulated soil classified as “a(3)” can be used on site, managed and disposed of at a clean construction demolition debris (CCDD) or uncontaminated soil fill operation (USFO) within an MSA County excluding Chicago or excluding the Chicago corporate limits, or disposed of on another IDOT project. with the same MSA restriction (Art. 669.05 and Construction Manual Section 669)

(1) When disposed of at a CCDD or USFO facility:

(a) Has the Contractor provided a signed letter specifying the proposed disposal facility? _____

(b) Has the Contractor provided documentation the facility is on the IEPA approved CCDD or Solid Waste sites lists or possess the appropriate permit to accept the regulated soil? _____

(c) Has the District provided the Contractor with a completed IEPA LPC 663 form for the Contractor's use? _____

(2) When disposed of on another IDOT contract:

(a) Has the Contractor provided a signed letter specifying the proposed disposal site and included in the BDE 2733? _____

(b) Has the Contractor's proposed disposal site been approved by the Resident of each contract involved? _____

e. Regulated soil classified as "a(4)" can be used on site, managed and disposed of at a clean construction demolition debris (CCDD) or uncontaminated soil fill operation (USFO) within an MSA County excluding Chicago, or disposed of on another IDOT project with the same MSA restriction. (Art. 669.05 and Construction Manual Section 669)

(1) When disposed at a CCDD or USFO facility:

(a) Has the Contractor provided a signed letter specifying the proposed disposal facility? _____

(b) Has the Contractor provided documentation the facility is on the IEPA approved CCDD or Solid Waste sites lists or possess the appropriate permit to accept the regulated soil? _____

(c) Has the District provided the Contractor with a completed IEPA LPC 663 form for the Contractor's use? _____

(2) When disposed of on another IDOT contract:

(a) Has the Contractor provided a signed letter specifying the proposed disposal site and included in the BDE 2733? _____

(b) Has the Contractor's proposed disposal site been approved by the Resident of each contract involved? _____

f. Regulated soil classified as "a(5)" must managed and disposed of at a properly permitted landfill as non-special waste (Art. 669.05). When disposed of at a landfill, has the Contractor provided:

(1) A signed letter specifying the proposed disposal site and documentation indicating the landfill is permitted to accept the regulated soil? _____

(2) A signed Waste Material Profile? _____

Typically, this document is prepared and signed by an environmental firm hired by the Contractor.

(3) The Generator's Non-Special Waste Certification? _____

Typically, this document is prepared by an environmental firm hired by the Contractor and signed by the Resident.

(4) Has the District signed the Generator's Non-Special Waste Certification (to demonstrate the waste is not a special waste)? (Art. 669.06) _____

Typically, this document is prepared by an environmental firm hired by the Contractor and signed by the Resident.

g. Regulated soil classified as "a(6)" must disposed of at a properly permitted landfill as special waste or hazardous waste (as applicable) (Art. 669.05).
When disposed of at a landfill, has the Contractor provided:

(1) A signed letter specifying the proposed disposal site and documentation the landfill is permitted to accept the regulated soil? _____

(2) Documentation the Contractor is operating with a valid Illinois special waste transporter permit? _____

(3) A signed Waste Material Profile? _____

Typically, this document is prepared and signed by an environmental firm hired by the Contractor.

(4) A Uniform Hazardous Waste Manifest? _____

(5) Has the District signed the Uniform Hazardous Waste Manifest? (Art. 669.05) _____

Typically, this document is prepared by an environmental firm hired by the Contractor and signed by the Resident.

(6) If the disposal facility for the 669.05(a)(6) material is located outside of Illinois, has advanced approval been authorized using BDE 2730? _____

h. Is the transportation and disposal of excavated material classified as "a(5)" or "a(6)" being completed each day so that none of the material remains on-site by close of business (unless temporary staging has been approved and is being implemented per Art. 669.07)? _____

- i. Regulated soil classified as 669.05 “(b)(1)”, “(b)(2)”, or “(c)” can be used on site, managed and disposed of offsite according to Article 202.03, or disposed of on another IDOT contract. This soil cannot be disposed of at a CCDD or USFO facility (Art. 669.05).
 - (1) When disposed of offsite according to Article 202.03, has the waste site been approved according to BDE Manual Chapter 27; Section 27-2? _____
 - (2) When disposed of on another IDOT contract:
 - (a) Has the Contractor provided a signed letter specifying the proposed disposal site and included in the BDE 2733? _____
 - (b) Has the Contractor’s proposed disposal site been approved by the Resident of each contract involved? _____

- j. If groundwater is encountered, is it being managed in accordance with Art. 669.05(d) and the approved BDE 2730? _____

- k. When underground storage tank (UST) system removal activities are necessary: (Art. 669.08)
 - (1) Have you ensured the UST(s) will be removed by an Illinois licensed removal contractor? _____
 - (2) Have you ensured an Office of the State Fire Marshal (OSFM) representative will be present during UST removal? _____
 - (3) If a petroleum release occurred during the UST removal as determined by the OSFM representative:
 - (a) Was a petroleum release reported to the Illinois Emergency Management Agency (IEMA)? _____
 - (b) Was a petroleum release reported to the BD&E Geologic and Waste Assessment Unit? _____

Verify the date and name of person making the notification is captured and the IEMA incident number is recorded.

- l. Are changed field conditions being captured via the BDE 2730A “Regulated Substances Pre-Construction Plan Addendum”? (Art. 669.03) _____

Also Note, per Article 107.19 if any abnormal condition is encountered which may indicate the presence of a regulated substance, work shall be immediately discontinued. The District Environmental Studies Unit should be contacted for additional guidance.

5. POST-EXCAVATION

Has the Contractor submitted a "Regulated Substances Final Construction Report (RSFCR)" to the Engineer using form BDE 2733, including required attachments, for review and approval? (Art. 669.09) _____

Note, the Contractor shall submit this report not later than 90 days after completing all work associated with regulated substances. The report shall be signed by an Illinois licensed Professional Engineer or Professional Geologist. The Resident shall forward the report to the District Environmental Studies Unit for their review and approval recommendation. (Note, BDE 2734 "Regulated Substance Final Construction Report Checklist" is available to facilitate the report review.)


**Regulated Substances Monitoring
Daily Record (RSM DR)**


A Regulated Substances Monitoring Daily Record (RSM DR) shall be completed for each day of work and submitted to the Resident Engineer (RE) for all work areas regulated under Section 669 of the Standard Specifications for Road and Bridge Construction (SSRBC) by the qualified regulated substances monitoring personnel who completed the field work.

Date	Contract Number	Route	Marked Route
11/02/20	1234	FAS 123	IL 29
Payment Item No.	Description	Excavation Contractor	
Various	Excavation	Acme Excavating	
On-Site Monitoring Personnel		Monitoring Company/Firm	
Jane Doe		Jane Doe Environmental	
Start Time (24 hr format)	End Time (24 hr format)	RE/RT Assigned to the Project	
0730	1530	Roy G. Biv	

Contractor's Field Screening Equipment

Equipment Used On Site	Model No.	Serial No.	Equipment Operator	Firm's Name
- Acme PID	MDM1102	MMM0505	Jane Doe	Jane Doe Environ.

FID/PID Calibration Gas (Include Bump Checks)	Time (24 hr)	Calibrated Reading (MU)	Background Reading (MU)	Weather	Time (24 hr)	Temp. (F)	Conditions
- Isobutylene	0745	100	2.1		0745	45	Cloudy, wind
- Isobutylene	0910	99.5	2.5		0910	55	Light rain
- Isobutylene	1300	101	204		1220	65	Sunny

Note: The FID/PID should be calibrated regularly, including, the start of work day, significant temperature changes, precipitation event, change in wind direction, barometric pressure or humidity, change in work location, non-zeroing meter, equipment malfunction, etc.

Provide a narrative of the activities completed during the daily regulated substances monitoring activities.

Variations from Regulated Substances Special Provision*			
Authorized by:	Station/PESA Site No	Station/PESA Site No.	Station/PESA Site No.
<input type="checkbox"/> None found today	912+60	913+00	1102-1
<input checked="" type="checkbox"/> Found variations that require corrective action or deduction			

*Note: Areas shown in the Regulated Substances Special Provision shall not be reduced without prior approval from BDE/D1.

Narrative of Variations from Regulated Substances Special Provision

Variation from Rem. & Disp. Reg. Sub. Spec. Prov. (Unexpected regulated substance found at 912+60. Waiting further instruction from IDOT.

Other	Remarks
1. Provide photo log sheet(s), as an attachment showing primary activities. Include captions, date/time, direction, PESA site number, pertinence of information, etc. (Required)	Photos from 9/1/2020 representative. No photos taken today.
2. Attach copies of associated manifests. (If applicable)	Manifest copies on file and provided to the Resident. Copies will also be provided with the BDE 2733 RSFCR.
3. Attach copies of associated disposal weight tickets. (If applicable)	Disposal ticket copies on file and provided to the Resident. Copies will also be provided with the BDE 2733 RSFCR.

By checking this box and typing my name below, I acknowledge this form is accurate and complete to the best of my knowledge.

Prepared by

Company/Firm

Date

Jane Doe

Jane Doe Environmental

11/02/20

By checking this box and typing my name below, I acknowledge this form has been reviewed and accepted.

Accepted by IDOT RE/RT Name

Date

Regulated Substances Daily Construction Oversight Record

Field Data											Office Follow-Up		Notes
	Time (24 Hr)	Station From (include off-set)	Station To (include off-set)	PESA Site Number	BDE/D1 Classification from Special Provision	PID/FID Reading (MU)	Volume (CY)	Management Method	Management Location/Facility	Manifest Number (If applicable)	Landfill Weight Ticket Number	Disposal Weight (Tons)	
- 1	0745	910+00 RT 24'-30'	910+15 RT 24'-30'	1102-1	669.05(a)(5)	265	13	NSW Landfill	Sangamon Valley Landfill	505101	1028	21.05	<input type="checkbox"/>
- 2	0815	910+15 RT 24'-30'	910+30 RT 24'-30'	1102-1	669.05(a)(5)	350	13	NSW Landfill	Sangamon Valley Landfill	505102	1066	20.26	<input type="checkbox"/>
- 3	0845	910+30 RT 24'-30'	910+45 RT 24'-30'	1102-1	669.05(a)(5)	10	13	NSW Landfill	Sangamon Valley Landfill	505103	1069	22.03	<input type="checkbox"/>
- 4	0915	910+45 RT 24'-30'	910+60 RT 24'-30'	1102-1	669.05(a)(1)	10	13	NSW Landfill	Sangamon Valley Landfill	505104	1075	20.42	<input checked="" type="checkbox"/>
- 5	1130	910+60 RT 24'-30'	911+60 RT 24'-30'	1102-1	669.05(a)(1)	0.1	N/A	On-Site	Soil used on-site as fill	N/A	N/A	N/A	<input type="checkbox"/>
- 6	1300	911+60 RT 24'-30'	911+95 RT 24'-30'	1102-1	669.05(a)(2)	2.0	31	Other	Soil taken to contract 12356	N/A	N/A	N/A	<input checked="" type="checkbox"/>
- 7	1400	911+95 RT 24'-30'	912+45 RT 24'-30'	1102-1	669.05(a)(2)	1.8	44	CCDD	Buckhart Sand and Gravel	N/A	N/A	N/A	<input checked="" type="checkbox"/>
- 8	1430	912+45 RT 24'-30'	912+60 RT 24'-30'	1102-1	669.05(b)(1)	0.0	13	TEMP Stage	Staged on-site for future use as fill on project	N/A	N/A	N/A	<input type="checkbox"/>
- 9	1500	912+60 RT 24'-30'	913+00 RT 24'-30'	1102-1	669.05(c)	751			Worked stopped waiting for further instructions from IDOT	N/A	N/A	N/A	<input checked="" type="checkbox"/>
- 10													<input type="checkbox"/>

Notes (Reference the row number from above)

- 4	910+45 - 669.05(a)(1) soil exhibited PID readings above background levels. Sent to landfill
- 6	See Resident's electronic file for approval to use Contract 12356 for disposal.
- 7	Unsuitable soil taken to CCDD
- 9	Variation - Unexpected regulated substance encountered. Worked stopped in this area. Awaiting further instructions from IDOT.

NSW Landfill - Non-Special Waste Landfill (manifest not required)
 SW Landfill - Special Waste Landfill (manifest required)
 HW Landfill - Hazardous Waste Landfill (manifest required)
 CCDD - Clean Construction / Demolition Debris
 USFO - Uncontaminated Soil Fill Operation
 TEMP Stage - Temporary Staging/Stock piling
 Other - Provide a full description and copy of written authorization for alternative disposal method.
 MU - Meter Unit
 CY - Cubic Yard

Notes:
 If material from one area is managed in multiple ways, i.e. (a)(2) material is partially used on site and the remaining volume is taken to CCDD, use multiple lines to document how the material was managed.