



**Public Works Department
Engineering Division
One North San Antonio Road
Los Altos, California 94022-3087
(650) 947-2780
Fax (650) 947-2732**

May 27, 2016

Addendum No. 2

Street Resurfacing, Project TS-0100116

BIDS DUE (CHANGED): Tuesday, June 21, 2016, 2:00 p.m.

Bidders

The following addendum amends and is hereby made a part of the contract documents for the Street Resurfacing, Project TS-0100116. **The primary purpose of this addendum is to replace the NOTICE TO CONTRACTORS, BID SCHEDULE, and the EXHIBITS.**

NOTICE TO CONTRACTOR

Delete the entire previous Notice to Contractor and replace with the entire new Notice to Contractor, pages N-1 and N-2.

PROPOSAL FORMS

Delete the previous Bid Schedule section and replace them with the new section of Bid Schedule, pages P-2 and P-3.

EXHIBITS

Delete the entire previous Exhibits and replace with the entire new Exhibits, pages E-1 to E-6.

for 

Christopher Lamm, Engineering Services Manager/City Engineer

*****END OF ADDENDUM*****

NOTICE TO CONTRACTORS

STREET RESURFACING PROJECT TS-0100116

CITY OF LOS ALTOS
SANTA CLARA COUNTY, CALIFORNIA

1. **Description of Work:** The City of Los Altos, Santa Clara County, California, invites sealed proposals or bids for furnishing labor, material and equipment required to complete the project in the particular locations, of the forms, sizes and dimensions and of the materials and to the lines and grades and at the elevations as shown and delineated upon the plans and specifications made therefore. The following information is presented to indicate the size of the project and no warrant is made or intended to final quantities:

The project includes but is not limited to mobilization, deep lift asphalt concrete pavement repairs (cut & plug), asphalt overlay on existing pavement, rubberized chip seal, traffic control, miscellaneous re-striping, and all other items or details not mentioned above that are required by the contract Drawings and Specifications to repair various streets within the City of Los Altos

2. **Location of Work:** All of said work is to be done at the places indicated on Exhibits, list and map of street segments and locations, in accordance with these specifications
3. **Contract Documents:** A copy of the plans and specifications may be obtained from the office of the City Engineer, City Hall, 1 North San Antonio Road, Los Altos, California, 94022 for a non-refundable fee of \$40.00 or visit City website to download the PDF file(s) (<http://bids.losaltosca.gov>). Copies may also be inspected at the office of the City Engineer.
4. **Labor Compliance.** Pursuant to paragraph 7-1.01A, Labor Code Requirements, of the General Provisions in these specifications, Contractor is required to comply with California Labor Code Section 1770, et seq. This Code requires the Contractor to pay their workers based on prevailing wage rates established and issued by the Department of Industrial Relations, Division of Labor Statistics and Research.

Pursuant to SB 854, all contractors or subcontractors bidding on public works projects must be registered with the Department of Industrial Relations (DIR). No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

5. **Pre-bid Site Review:** A pre-bid conference is not scheduled for this project. Prospective bidders are directed to Section 2-1.03 of the Standard Specifications regarding examination of the site of work.
6. **Contractor's License:** The Contractor is required to have a class A General Engineering or class C-12 Earthwork and Paving Contractor for this work. All bidders shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code of the State of California to do the type of work contemplated in the project.
7. **Location of Bid Submittal and Date and Time of Opening:** Said sealed proposals shall be delivered to the City Engineer of said City on or before

2:00 p.m., Tuesday, June 21, 2016

at City Hall, 1 North San Antonio Road, Los Altos, CA. Proposals received will be publicly opened and read aloud at that time.

8. **Award of Contract:** Said bids will be presented to and considered by the City Council at a regularly scheduled meeting.
9. **Time of Completion of Work:** The work shall be completed and ready for full use within **forty-five (45) calendar days**, the first day of which shall be the date specified in the City Engineer's "Notice to Proceed".
10. **Rights of the City:** The City reserves the right to cancel the project, and to reject any or all bids if not satisfied as to the price for the work or the responsibility of the bidder. The City also reserves the right to waive any informalities according to law.
11. **Project Administration:** All questions relative to this project prior to the opening of bids shall be in writing and directed to the City Engineer, City of Los Altos, 1 North San Antonio Rd., Los Altos, CA, 94022.

Special direction is directed to Section 2 of the General Provisions for full directions as to bidding.

Dated: May 1, 2016

/s/ Kathy Small
Assistant Civil Engineer

BID SCHEDULE

In the following bid schedule, unit and extended prices shall be written in FIGURES. The bidder shall not add any conditions or qualifying statements to this bid as otherwise the bid may be declared irregular as being not responsive to the Notice to Contractors.

The bid shall include all work and requirements described in the Contract Documents, Specifications and Drawings except items marked N.I.C. (Not in Contract).

BASE BID

ITEM NO.	APPROXIMATE QUANTITY	ITEM DESCRIPTION AND UNIT PRICE	EXTENDED PRICE
1	LS	Mobilization and Traffic Control in accordance with these plans and specifications at a lump sum price of \$ _____	\$
2	22,730 SF	4" Deep lift asphalt concrete repair, as specified, complete in place at a unit price per square foot of \$ _____	\$
3	3,700 LF	6" Wedge Grind (1.5" Depth at FC/EP) in accordance with these plans and specifications at a linear foot of \$ _____	\$
4	65 LF	12" Wedge Grind (1.5" Depth at FC/EP) in accordance with these plans and specifications at a linear foot \$ _____	\$
5	7,820 SY	Pavement Reinforcing Fabric in accordance with these plans and specifications at square yard of \$ _____	\$
6	638 TON	1.5" Hot Mix Asphalt Concrete Overlay in accordance with these plans and specifications at a unit price per tonnage of \$ _____	\$
7	690,800 SF	Application of an asphalt rubberized chip seal coat in accordance with these plans and specifications at a unit price per square foot of \$ _____	\$
8	9 EA	Adjust Survey Monument at each unit price of \$ _____	\$
9	7 EA	Adjust Utility Manholes/Covers at each unit price of \$ _____	\$
Total Base Bid (Items #1 to #9)			\$

ADD ALTERNATE BID NO. 1

ITEM NO.	APPROXIMATE QUANTITY	ITEM DESCRIPTION AND UNIT PRICE	EXTENDED PRICE
1	253,830 SF	Application of chip seal coat in accordance with these plans and specifications at a unit price per square foot of \$ _____	\$
Total Add Alternate Bid No. 1 (Item 1)			\$

ADD ALTERNATE BID NO. 2

ITEM NO.	APPROXIMATE QUANTITY	ITEM DESCRIPTION AND UNIT PRICE	EXTENDED PRICE
1	253,830 SF	Application of an asphalt rubberized chip seal coat in accordance with these plans and specifications at a unit price per square foot of \$ _____	\$
Total Add Alternate Bid No. 2 (Item 1)			\$

SUMMARY OF BID TOTALS:

Total Base Bid	\$ _____
Total Add Alternate Bid No. 1	\$ _____
Total Add Alternate Bid No. 2	\$ _____
TOTAL BIDS	\$ _____

Note: Determination of the lowest bid will be based upon the TOTAL BIDS, being the sum of the Base Bid plus the total of all the Add Alternate Bids. The City reserves the right to award Base Bid only or Base Bid and any combinations of Additive Bid Items.

**Annual Street Resurfacing
Project TS-01001
Base Bid Items**

EXHIBIT A

DIGOUTS

STREET NAME	FROM	TO	APPROX. AREA FOR DIGOUTS, PER ACTUAL FIELD MEASUREMENT
BEVERLY LN	END	ALMOND AV	0
CASTILLEJA CT	COVINGTON RD	END	629
CATALINA WY	CATALINA CT	JORDAN AV	691
COLLEEN DR *	NEWCASTLE DR	HOLLIDALE CT	531
CORONADO AV	END	CHERRY AV	0
DARTMOUTH LN	RUNNYMEAD DR	BUCKINGHAM DR	654
DISTEL CR	EL CAMINO REAL	DISTEL DR	58
FREMONT**	999 FREMONT	PERMANENTE CREEK	0
GORDON WY N	EDITH AV E	ALMOND AV	534
GORDON WY S	HILLVIEW AV	EDITH AV E	
HACIENDA WY	RAQUEL LN	LOS ALTOS AV	0
HELEN CT	NEWCASTLE DR	END	0
LERIDA AV	SAN LUIS AV	BENVENUE AV	132
LISA LN	FREMONT AV	LISA CT	2,324
LISA LN	OAKHURST AV	LISA CT	
MARGARITA CT	LOS ALTOS AV	VIA DEL POZO	2,280
MARICH WY	JORDAN AV	DISTEL DR	344
MEADOW LN	END	TORWOOD LN	647
MIDDLETON AV	AUSTIN AV	MORTON AV	0
MIRAMONTE AV	LORAIN AV	PORTLAND AV	838
MIRAMONTE AV	FREMONT AV	LORAIN AV	737
MIRAMONTE AV	PORTLAND AV	EASTWOOD DR	132
MIRAMONTE AV	COVINGTON RD	COVINGTON RD	0
Nela Ln	END	PORTOLA AV E	120
PORTLAND AV	MIRAMONTE AV	GRANT RD	945
RIVERSIDE DR	BERRY AV	COVINGTON RD	475
RUSSELL AV	COVINGTON AV	END	383
SAN DOMINGO WY	TORWOOD LN	JUANITA WY	313
SPECER WY	COVINGTON RD	END (SPECER CT)	669
ST MARK CT	WOODVIEW TR	END	0
THAMES LN	KINGSWOOD WY	TEMPLEBAR WY	540
WOODSTOCK LN	END	EL MONTE AV S	768
SUB-TOTAL			14,744

NOTE:

* Skip the intersection on Holt

** To be done to fill in the gap between the new resurface from the Fremont and Loyola Bridge Projects

**Annual Street Resurfacing
Project TS-01001
Base Bid Items**

DIGOUTS (continue...)

STREET NAME	FROM	TO	APPROX. AREA FOR DIGOUTS, PER ACTUAL FIELD MEASUREMENT
ARBORETUM DR	FOOTHILL EXPWY	SEQUOIA DR	840
ARBORETUM DR	SEQUOIA DR	END	1,213
ASPEN DR	ARBORETUM DR	BEECHWOOD LN	796
ASPEN WAY	ARBORETUM DR	END	72
BEECHWOOD LN	DEODARA DR	END	1,470
CEDAR PL	REDWOOD DR	DEODARA DR	0
DEODARA DR	END	CEDAR PL	0
DEODARA DR	CEDAR PL	VINEYARD DR	408
DEODARA DR	VINEYARD DR	BEECHWOOD LN	412
DEODARA DR	360' S WIMBELDON PL (TE)	BEECHWOOD LN	1,288
FIR LN	W END	E END	681
PINECREST DR	ARBORETUM DR	BEECHWOOD LN	665
VINEYARD CT	END	VINEYARD DR	139
		SUB-TOTAL	7,984

GRAND TOTAL 22,728

**Annual Street Resurfacing
Project TS-01001
Base Bid Items**

1.5" OVERLAY

STREET NAME	FROM	TO	APPROX. TONAGE OF HOT MIXED ASPHALT (TON), PER ACTUAL FIELD MEASUREMENT
CASTILLEJA CT	COVINGTON RD	END	59
LISA LN	FREMONT AV	LISA CT	579
LISA LN	OAKHURST AV	LISA CT	
TOTAL			638

RUBBERIZED CHIP SEAL

STREET NAME	FROM	TO	APPROX. AREA TO BE SEALED (FT ²), PER ACTUAL FIELD MEASUREMENT
CEDAR PL	REDWOOD DR	DEODARA DR	31,200
COLLEEN DR *	NEWCASTLE DR	HOLLIDALE CT	54,188
DEODARA DR	END	CEDAR PL	5,924
DEODARA DR	CEDAR PL	VINEYARD DR	43,200
DEODARA DR	VINEYARD DR	BEECHWOOD LN	44,640
FREMONT**	999 FREMONT	PERMANENTE CREEK	11,928
HACIENDA WY	RAQUEL LN	LOS ALTOS AV	37,440
HELEN CT	NEWCASTLE DR	END	4,674
GORDON WY N	EDITH AV E	ALMOND AV	58,980
GORDON WY S	HILLVIEW AV	EDITH AV E	
MEADOW LN	END	TORWOOD LN	19,176
MIDDLETON AV	AUSTIN AV	MORTON AV	33,429
MIRAMONTE AV	FREMONT AV	LORAIN AV	41,471
MIRAMONTE AV	LORAIN AV	PORTLAND AV	55,626
MIRAMONTE AV	PORTLAND AV	EASTWOOD DR	35,214
Nela Ln	END	PORTOLA AV E	4,785
PORTLAND AV	MIRAMONTE AV	GRANT RD	93,808
RIVERSIDE DR	BERRY AV	COVINGTON RD	33,920
RUSSELL AV	COVINGTON AV	END	15,312
SAN DOMINGO WY	TORWOOD LN	JUANITA WY	13,140
SPECER WY	COVINGTON RD	END (SPECER CT)	27,080
ST MARK CT	WOODVIEW TR	END	17,076
VINEYARD CT	END	VINEYARD DR	8,586
TOTAL			690,797

NOTE:

* Skip the intersection on Holt

** To be done to fill in the gap between the new resurface from the Fremont and Loyola Bridge Projects

**Annual Street Resurfacing
Project TS-01001
Add Alternate No. 1 and 2**

CHIP SEAL/RUBBERIZED CHIP SEAL

STREET NAME	FROM	TO	APPROX. AREA TO BE SEALED (FT ²), PER ACTUAL FIELD MEASUREMENT
ARBORETUM DR	FOOTHILL EXPWY	SEQUOIA DR	27,772
ARBORETUM DR	SEQUOIA DR	END	40,800
ASPEN DR	ARBORETUM DR	BEECHWOOD LN	24,514
ASPEN WAY	ARBORETUM DR	END	4,740
BEECHWOOD LN	DEODARA DR	END	47,973
DEODARA DR	360' S WIMBELDON PL. (TE)	BEECHWOOD LN	56,515
FIR LN	W END	E END	23,853
PINECREST DR	ARBORETUM DR	BEECHWOOD LN	19,080
VINEYARD CT	END	VINEYARD DR	8,586
		TOTAL	253,833

Heavy Equipment Operation

Best Management Practices for the Construction Industry



Best Management Practices for the

- Vehicle and equipment operators
- Site supervisors
- General contractors
- Home builders
- Developers

Doing The Job Right

Site Planning and Preventive Vehicle Maintenance

- Maintain all vehicles and heavy equipment. Inspect frequently for and repair leaks.
- Perform major maintenance, repair jobs, and vehicle and equipment washing off site where cleanup is easier.
- If you must drain and replace motor oil, radiator coolant, or other fluids on site, use drip pans or drop cloths to catch drips and spills. Collect all spent fluids, store in separate containers, and properly dispose as hazardous waste (recycle whenever possible).
- Do not use diesel oil to lubricate equipment parts, or clean equipment. Use only water for any onsite cleaning.
- Cover exposed fifth wheel hitches and other oily or greasy equipment during rain events.

Storm water Pollution from Heavy Equipment on Construction Sites

Poorly maintained vehicles and heavy equipment that leak fuel, oil, antifreeze or other fluids on the construction site are common sources of storm drain pollution. Prevent spills and leaks by isolating equipment from runoff channels, and by watching for leaks and other maintenance problems. Remove construction equipment from the site as soon as possible.

Spill Cleanup

- Clean up spills immediately when they happen.
- Never hose down "dirty" pavement or impermeable surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags) whenever possible and properly dispose of absorbent materials.
- Sweep up spilled dry materials immediately. Never attempt to "wash them away" with water, or bury them.
- Use as little water as possible for dust control. Ensure water used doesn't leave silt or discharge to storm drains.
- Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- Report significant spills to the appropriate local spill response agencies immediately.
- If the spill poses a significant hazard to human health and safety, property or the environment, you must also report it to the State Office of Emergency Services

Roadwork and Paving

Best Management Practices for the Construction Industry



Best Management Practices for the

- Road crews
- Driveway/sidewalk/parking lot construction crews
- Seal coat contractors
- Operators of grading equipment, paving machines, dump trucks, concrete mixers
- Construction inspectors
- General contractors
- Home builders
- Developers

Doing The Job Right

General Business Practices

- Develop and implement erosion/sediment control plans for roadway embankments.
- Schedule excavation and grading work during dry weather.
- Check for and repair leaking equipment.
- Perform major equipment repairs at designated areas in your maintenance yard, where cleanup is easier. Avoid performing equipment repairs at construction sites.
- When refueling or when vehicle/equipment maintenance must be done on site, designate a location away from storm drains and creeks.
- Do not use diesel oil to lubricate equipment parts or clean equipment.
- Recycle used oil, concrete, broken asphalt, etc. whenever possible, or dispose of properly.

During Construction

- Avoid paving and seal coating in wet weather, or when rain is forecast, to prevent fresh materials from contacting stormwater runoff.
- Cover and seal catch basins and manholes when applying seal coat, slurry seal, fog seal, or similar materials.
- Protect drainage ways by using earth dikes, sand bags, or other controls to divert or trap and filter runoff.

Storm Drain Pollution from Roadwork

Road paving, surfacing, and pavement removal happen right in the street, where there are numerous opportunities for asphalt, saw-cut slurry, or excavated material to illegally enter storm drains. Extra planning is required to store and dispose of materials properly and guard against pollution of storm drains, creeks, and the Bay.

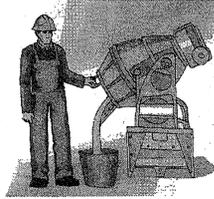
- Never wash excess material from exposed aggregate concrete or similar treatments into a street or storm drain. Collect and recycle, or dispose to dirt area.
- Cover stockpiles (asphalt, sand, etc.) and other construction materials with plastic tarps. Protect from rainfall and prevent runoff with temporary roofs or plastic sheets and berms.
- Park paving machines over drip pans or absorbent material (cloth, rags, etc.) to catch drips when not in use.
- Clean up all spills and leaks using "dry" methods (with absorbent materials and/or rags), or dig up, remove, and properly dispose of contaminated soil.
- Collect and recycle or appropriately dispose of excess abrasive gravel or sand.
- Avoid over-application by water trucks for dust control.

Asphalt/Concrete Removal

- Avoid creating excess dust when breaking asphalt or concrete.
- After breaking up old pavement, be sure to remove all chunks and pieces. Make sure broken pavement does not come in contact with rainfall or runoff.
- When making saw cuts, use as little water as possible. Shovel or vacuum saw-cut slurry and remove from the site. Cover or protect storm drain inlets during saw-cutting. Sweep up, and properly dispose of, all residues.
- Sweep, never hose down streets to clean up tracked dirt. Use a street sweeper or vacuum truck. Do not dump vacuumed liquor in storm drains.

Fresh Concrete and Mortar Application

Best Management Practices for the Construction Industry



Best Management Practices for the

- Masons and bricklayers
- Sidewalk construction crews
- Patio construction workers
- Construction inspectors
- General contractors
- Home builders
- Developers
- Concrete delivery/pumping workers

Doing The Job Right

General Business Practices

- Wash out concrete mixers only in designated wash-out areas in your yard, away from storm drains and waterways, where the water will flow into a temporary waste pit in a dirt area. Let water percolate through soil and dispose of settled, hardened concrete as garbage. Whenever possible, recycle washout by pumping back into mixers for reuse.
- Wash out chutes onto dirt areas at site that do not flow to streets or drains.
- Always store both dry and wet materials under cover from rainfall and runoff and away from storm drains or waterways. Protect dry materials from wind.
- Secure bags of cement after they are open. Be sure to keep wind-blown cement powder away from streets, gutters, storm drains, rainfall, and runoff.
- Do not use diesel fuel as a lubricant on concrete forms, tools, or trailers.

Storm Drain Pollution from Fresh Concrete and Mortar Applications

Fresh concrete and cement-related mortars that wash into lakes, streams, or estuaries are toxic to fish and the aquatic environment. Disposing of these materials to the storm drains or creeks can block storm drains, cause serious problems, and is prohibited by law.

During Construction

- Don't mix up more fresh concrete or cement than you will use in a two-hour period.
- Set up and operate small mixers on tarps or heavy plastic drop cloths.
- When cleaning up after driveway or sidewalk construction, wash fines onto dirt areas, not down the driveway or into the street or storm drain.
- Protect applications of fresh concrete and mortar from rainfall and runoff until the material has dried.
- Wash down exposed aggregate concrete only when the wash water can (1) flow onto a dirt area; (2) drain onto a bermed surface from which it can be pumped and disposed of properly; or (3) be vacuumed from a catchment created by blocking a storm drain inlet. If necessary, divert runoff with temporary berms. Make sure runoff does not reach gutters or storm drains.
- When breaking up pavement, be sure to pick up all the pieces and dispose of properly. Recycle large chunks of broken concrete at a landfill.
- Never bury waste material. Dispose of small amounts of excess dry concrete, grout, and mortar in the trash.
- Never dispose of washout into the street, storm drains, drainage ditches, or streams.

Preventing Pollution: It's Up to Us

In the Santa Clara Valley, storm drains transport water directly to local creeks and San Francisco Bay without treatment. Storm water pollution is a serious problem for wildlife dependent on our waterways and for the people who live near polluted streams or bay lands. Some common sources of this pollution include spilled oil, fuel, and fluids from vehicles and heavy equipment; construction debris; sediment created by erosion; landscaping runoff containing pesticides or weed killers; and materials such as used motor oil, antifreeze, and paint products that people pour or spill into a street or storm drain.

Thirteen valley municipalities have joined together with Santa Clara County and the Santa Clara Valley Water District to educate local residents and businesses and fight storm water pollution. TO comply with this program, contractors most comply with the practices described in this drawing sheet.

Spill Response Agencies

DIAL 9-1-1
State Office of Emergency Services Warning Center (24 hours): 800-852-7550
Santa Clara County Environmental Health Services: (408) 299-6930

Local Pollution Control Agencies

County of Santa Clara Pollution Prevention Program: (408) 441-1195
County of Santa Clara Integrated Waste Management Program: (408) 441-1198
County of Santa Clara District Attorney Environmental Crimes Hotline: (408) 299-TIPS
Santa Clara County Recycling Hotline: 1-800-533-8414
Santa Clara Valley Water District: (408) 265-2600
Santa Clara Valley Water District Pollution Hotline: 1-888-510-5151
Regional Water Quality Control Board San Francisco Bay Region: (510) 622-2300
Palo Alto Regional Water Quality Control Plant: (650) 329-2598
Serving East Palo Alto Sanitary District, Los Altos, Los Altos Hills, Mountain View, Palo Alto, Stanford
City of Los Altos
Building Department: (650) 947-2752
Engineering Department: (650) 947-2780

Landscaping, Gardening, and Pool Maintenance

Best Management Practices for the Construction Industry



Best Management Practices for the

- Landscapers
- Gardeners
- Swimming pool/spa service and repair workers
- General contractors
- Home builders
- Developers
- Homeowners

Doing The Right Job

General Business Practices

- Protect stockpiles and landscaping materials from wind and rain by storing them under tarps or secured plastic sheeting.
- Store pesticides, fertilizers, and other chemicals indoors or in a shed or storage cabinet.
- Schedule grading and excavation projects during dry weather.
- Use temporary check dams or ditches to divert runoff away from storm drains.
- Protect storm drains with sandbags or other sediment controls.
- Re-vegetation is an excellent form of erosion control for any site.

Landscaping/Garden Maintenance

- Use pesticides sparingly, according to instructions on the label. Rinse empty containers, and use rinse water as product. Dispose of rinsed, empty containers in the trash. Dispose of unused pesticides as hazardous waste.
- Collected lawn and garden clippings, pruning waste, and tree trimmings. Chip if necessary, and compost.
- In communities with outside pick-up of yard waste, place clippings and pruning waste at the curb in approved bags or containers. Or, take to a landfill that composts yard waste. No outside pickup of yard waste is available for commercial properties.

Storm Drain Pollution from Landscaping and Swimming Pool Maintenance

Many landscaping activities expose soils and increase the likelihood that earth and garden chemicals will run off into the storm drains during irrigation or when it rains. Swimming pool water containing chlorine and copper-based algaecides should never be discharged to storm drains. These chemicals are toxic to aquatic life.

- Do not blow or rake leaves, etc. into the street, or place yard waste in gutters or on dirt shoulders, unless you are piling them for recycling (allowed by San Jose and unincorporated County only). Sweep up any leaves, litter or residue in gutters or on street.
- In San Jose, leave yard waste for curbside recycling pickup in piles in the street, 18 inches from the curb and completely out of the flow line to any storm drain.

Pool/Fountain/Spa Maintenance

- When it's time to drain a pool, spa, or fountain, please be sure to call your local wastewater treatment plant before you start for further guidance on flow rate restrictions, backflow prevention, and handling special cleaning waste (such as acid wash). Discharge flows shall not exceed 100 gallon per minute.
- Never discharge pool or spa water to a street or storm drain; discharge to a sanitary sewer cleanout.
- If possible, when emptying a pool or spa, let chlorine dissipate for a few days and then recirculate water by draining it gradually onto a landscaped area.
- Do not use copper-based algaecides. Control algae with chlorine or other alternatives, such as sodium bromide.

Filter Cleaning

- Never clean a filter in the street or near a storm drain. Rinse cartridge and diatomaceous earth filters onto a dirt area, and spool filter residue into soil. Dispose of spent diatomaceous earth in the garbage.
- If there is no suitable dirt area, call your local wastewater treatment plant for instructions on discharging filter backwash or rinse water to the sanitary sewer.

Painting and Application of Solvents and Adhesives

Best Management Practices for the Construction Industry



Best Management Practices for the

- Homeowners
- Painters
- Paperhangers
- Plasterers
- Graphic artists
- Dry wall crews
- Floor covering installers
- General contractors
- Home builders
- Developers

Doing The Job Right

Handling Paint Products

- Keep all liquid paint products and wastes away from the gutter, street, and storm drains. Liquid residues from paints, thinners, solvents, glues, and cleaning fluids are hazardous wastes and must be disposed of at a hazardous waste collection facility (contact your local stormwater program listed on the back of this brochure).
- When thoroughly dry, empty paint cans, used brushes, rags, and drop cloths may be disposed of as garbage in a sanitary landfill. Empty, dry paint cans also may be recycled as metal.
- Wash water from painted buildings constructed before 1976 can contain high amounts of lead, even if paint chips are not present. Before you begin stripping paint or cleaning pre-1976 building exteriors with water under high pressure, test paint for lead by taking paint scrapings to a local laboratory. See Yellow Pages for a state-certified laboratory.
- If there is loose paint on the building, or if the paint tests positive for lead, block storm drains. Check with the water treatment plant to determine whether you may discharge water to the sanitary sewer, or if you must send it offsite for disposal as hazardous waste.

- Never wash excess material from exposed aggregate concrete or similar treatments into a street or storm drain. Collect and recycle, or dispose to dirt area.
- Cover stockpiles (asphalt, sand, etc.) and other construction materials with plastic tarps. Protect from rainfall and prevent runoff with temporary roofs or plastic sheets and berms.
- Park paving machines over drip pans or absorbent material (cloth, rags, etc.) to catch drips when not in use.
- Clean up all spills and leaks using "dry" methods (with absorbent materials and/or rags), or dig up, remove, and properly dispose of contaminated soil.
- Collect and recycle or appropriately dispose of excess abrasive gravel or sand.
- Avoid over-application by water trucks for dust control.

Storm Drain Pollution from Paints, Solvents, and Adhesives

All paints, solvents, and adhesives contain chemicals that are harmful to wildlife in local creeks, San Francisco Bay, and the Pacific Ocean. Toxic chemicals may come from liquid or solid products or from cleaning residues or rags. Paint material and wastes, adhesives and cleaning fluids should be recycled when possible, or disposed of properly to prevent these materials from flowing into storm drains and watercourses.

Painting Cleanup

- Never clean brushes or rinse paint containers into a street, gutter, storm drain, French drain, or stream.
- For water-based paints, paint out brushes to the extent possible, and rinse into a drain that goes to the sanitary sewer. Never pour paint down a storm drain.
- For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids and residue as hazardous waste.

Paint Removal

- Wash water and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- Chemical paint stripping residue and chips and dust from marine paints or paints containing lead, mercury or tributyl tin must be disposed of as hazardous waste. Lead-based paint removal requires a state-certified contractor.
- When stripping or cleaning building exteriors with high-pressure water, block storm drains. Direct wash water onto a dirt area and spade into soil. Or, check with the local wastewater treatment authority to find out if you can collect (and/or vacuum) building cleaning water and dispose to the sanitary sewer. Sampling of the water may be required to assist the wastewater treatment authority in making its decision.

Recycle/Reuse Leftover Paints Whenever Possible

- Recycle or donate excess water-based (latex) paint, or return to supplier.
- Reuse leftover oil-based paint. Dispose of non-recyclable thinners, sludge and unwashed paint, as paint may be able to be returned to the paint vendor. Check with the vendor regarding its "buy-back" policy.



Los Altos Municipal Code Requirements

Los Altos Municipal Code Chapter 10.08.390 Non-storm water discharges

- Unlawful discharges. It shall be unlawful to discharge any domestic waste or industrial waste into storm drains, gutters, creeks, or San Francisco Bay. Unlawful discharges to storm drains shall include, but not be limited to, discharge from toilets; sinks; industrial processes; cooling systems; boilers; fabric cleaning; equipment cleaning; vehicle cleaning; construction activities, including, but not limited to, painting, paving, concrete placement, saw cutting and grading; swimming pools; spas; and fountains, unless specifically permitted by a discharge permit or unless exempted pursuant to guidelines published by the superintendent.
- Threatened discharges. It shall be unlawful to cause hazardous materials, domestic waste, or industrial waste to be deposited in such a manner or location as to constitute a threatened discharge into storm drains, gutters, creeks or San Francisco Bay. A "threatened discharge" is a condition creating a substantial probability of harm, when the probability and potential extent of harm make it reasonably necessary to take immediate action to prevent, reduce or mitigate damages to persons, property or natural resources. Domestic or industrial wastes that are no longer contained in a pipe, tank or other container are considered to be threatened discharges unless they are actively being cleaned up.

Los Altos Municipal Code Section 10.08.430 Requirements for construction operations.

- A spill response plan for hazardous waste, hazardous materials and uncontained construction materials shall be prepared and available at the construction sites for all projects where the proposed construction site is equal to or greater than one acre of disturbed soil and for any other projects for which the city engineer determines it is necessary to protect surface waters. Preparation of the plan shall be in accordance with guidelines published by the city engineer.
- A storm water pollution prevention plan shall be prepared and available at the construction sites for all projects greater than one acre of disturbed soil and for any other projects for which the city engineer determines that a storm water management plan is necessary to protect surface waters. Preparation of the plan shall be in accordance with guidelines published by the city engineer.
- Prior approval shall be obtained from the city engineer or designee to discharge water pumped from construction sites to the storm drain. The city engineer or designee may require gravity settling and filtration upon a determination that either or both would improve the water quality of the discharge. Contaminated groundwater or water that exceeds state or federal requirements for discharge to navigable waters may not be discharged to the storm drain. Such water may be discharged to the sewer, provided that the requirements of Section 10.08.240 are met and the approval of the superintendent is obtained prior to discharge.
- No cleanup of construction debris from the streets shall result in the discharge of water to the storm drain system; nor shall any construction debris be deposited or allowed to be deposited in the storm drain system. (Prior code § 5-5.643)

Criminal and judicial penalties can be assessed for non-compliance.

General Construction And Site Supervision

Best Management Practices For Construction



Best Management Practices for the

- General contractors
- Site supervisors
- Inspectors
- Home builders
- Developers

Storm Drain Pollution from Construction Activities

Construction sites are common sources of storm water pollution. Materials and wastes that blow or wash into a storm drain, gutter, or street have a direct impact on local creeks and the Bay. As a contractor, site supervisor, owner or operator of a site, you may be responsible for any environmental damage caused by your subcontractors or employees.

Doing The Job Right

General Principles

- Keep an orderly site and ensure good housekeeping practices are used.
- Maintain equipment properly.
- Cover materials when they are not in use.
- Keep materials away from streets, storm drains and drainage channels.
- Ensure dust control water doesn't leave site or discharge to storm drains.

Advance Planning To Prevent Pollution

- Schedule excavation and grading activities for dry weather periods. To reduce soil erosion, plant temporary vegetation or place other erosion controls before rain begins. Use the Erosion and Sediment Control Manual, available from the Regional Water Quality Control Board, as a reference.
- Control the amount of runoff crossing your site (especially during excavation) by using berms or temporary or permanent drainage ditches to divert water flow around the site. Reduce storm water runoff velocities by constructing temporary check dams or berms where appropriate.
- Train your employees and subcontractors. Make these best management practices available to everyone who works on the construction site. Inform subcontractors about the storm water requirements and their own responsibilities.

Good Housekeeping Practices

- Designate one area of the site for auto parking, vehicle refueling, and routine equipment maintenance. The designated area should be paved or covered with a tarp or plastic sheeting, bermed if necessary. Make major repairs off site.
- Keep materials out of the rain - prevent runoff contamination at the source. Cover exposed piles of soil or construction materials with plastic sheeting or temporary roofs. Before it rains, sweep and remove materials from surfaces that drain to storm drains, creeks, or channels.
- Keep pollutants off exposed surfaces. Place trashcans and recycling receptacles around the site to minimize litter.

- Clean up leaks, drips and other spills immediately so they do not contaminate soil or groundwater or leave residue on paved surfaces. Use dry cleanup methods whenever possible. If you must use water, use just enough to keep the dust down.
- Cover and maintain dumpsters. Check frequently for leaks. Place dumpsters under roofs or cover with tarps or plastic sheeting secured around the outside of the dumpster. Never clean out a dumpster by hosing it down on the construction site.
- Set portable toilets away from storm drains. Make sure portable toilets are in good working order. Check frequently for leaks.

Materials/Waste Handling

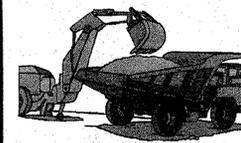
- Practice Source Reduction - minimize waste when you order materials. Order only the amount you need to finish the job.
- Use recyclable materials whenever possible. Arrange for pick-up of recyclable materials such as concrete, asphalt, scrap metal, solvents, degreasers, cleared vegetation, paper, rock and vehicle maintenance materials such as used oil, antifreeze, batteries, and tires.
- Dispose of all wastes properly. Many construction materials and wastes, including solvents, water-based paints, vehicle fluids, broken asphalt and concrete, wood, and cleared vegetation can be recycled. Materials that cannot be recycled must be taken to an appropriate landfill or disposed of as hazardous waste. Never bury waste materials or leave them in the street or near a creek or stream bed.

Permits

- In addition to local building permits, you will need to obtain coverage under the State's General Construction Activity Storm Water Permit if your construction site disturbs one acre or more. Obtain information from the Regional Water Quality Control Board.

Earth-Moving And Dewatering Activities

Best Management Practices for the Construction Industry



Best Management Practices for the

- Bulldozer, back hoe, and grading machine operators
- Dump truck drivers
- Site supervisors
- General contractors
- Home builders
- Developers

Doing The Job Right

General Business Practices

- Schedule excavation and grading work during dry weather.
- Perform major equipment repairs away from the job site.
- When refueling or vehicle/equipment maintenance must be done on site, designate a location away from storm drains.
- Do not use diesel oil to lubricate equipment parts, or clean equipment.

Practices During Construction

- Remove existing vegetation only when absolutely necessary. Plant temporary vegetation for erosion control where construction is not immediately planned.
- Protect down slope drainage courses, streams, and storm drains with wattles, or temporary drainage swales. Use check dams or ditches to divert runoff around excavations. Refer to the Regional Water Quality Control Board's Erosion and Sediment Control Field Manual for proper erosion and sediment control measures.

Storm Drain Pollution from Earth-Moving Activities and Dewatering

Soil excavation and grading operations loosen large amounts of soil that can flow or blow into storm drains when handled improperly. Sediments in runoff can clog storm drains, smother aquatic life, and destroy habitats in creeks and the Bay. Effective erosion control practices reduce the amount of runoff crossing a site and slow the flow with check dams or roughened ground surfaces. Contaminated groundwater is a common problem in the Santa Clara Valley. Depending on soil types and site history, ground water from construction sites may be contaminated with toxics (such as oil or solvents) or laden with sediments. Any of these pollutants can harm wildlife in creeks or the Bay, or interfere with wastewater treatment plant operation. Discharging sediment-laden water from a dewatering site into any water of the state without treatment is prohibited.

- Cover stockpiles and excavated soil with secured tarps or plastic sheeting.

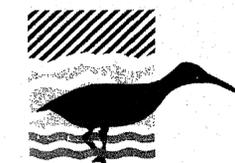
Dewatering Operations

- Check for Toxic Pollutants**
 - Check for odors, discoloration, or an oily sheen on groundwater.
 - Call your local wastewater treatment agency and ask whether the groundwater must be tested.
 - If contamination is suspected, have the water tested by a certified laboratory.
 - Depending on the test results, you may be allowed to discharge pumped groundwater to the storm drain (if no sediments present) or sanitary sewer. OR, you may be required to collect and haul pumped groundwater offsite for treatment and disposal at an appropriate treatment facility.
- Check for Sediment Levels**
 - If the water is clear, the pumping time is less than 24 hours, and the flow rate is less than 20 gallons per minute, you may pump water to the street or storm drain.
 - If the pumping time is more than 24 hours and the flow rate greater than 20 gpm, call your local wastewater treatment plant for guidance.
 - If the water is not clear, solids must be filtered or settled out by pumping to a settling tank prior to discharge. Options for filtering include:
 - Pumping through a perforated pipe sunk part way into a small pit filled with gravel;
 - Pumping from a bucket placed below water level using a submersible pump;
 - Pumping through a filtering device such as a swimming pool filter or filter fabric wrapped around end of suction pipe.
 - When discharging to a storm drain, protect the inlet using a hard wildlife in creeks or the Bay, or interfere with wastewater treatment plant operation.
 - Discharging sediment-laden water from a dewatering site into any water of the state without treatment is prohibited.

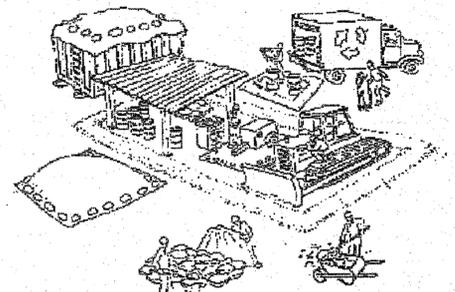
Blueprint for a Clean Bay

Remember: The property owner and the contractor share ultimate responsibility for the activities that occur on a construction site. You may be held responsible for any environmental damage caused by your subcontractors or employees.

Best Management Practices for the Construction Industry



Santa Clara Urban Runoff Pollution Prevention Program



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