

## Pollution Prevention Strategies & Regulations

### Excavation & Backfill

- §556.105(9)(c) Call Sunshine811 for locate services and use Positive Response System to verify each facility's response before digging
- Exercise caution when working adjacent to or exposing utilities
- Comply with OSHA regulation for trench safety
- Comply with [City's Trench Restoration Detail GC-9](#) ([wpb.org/Departments/Engineering-Public-Works/Engineering-Standards-Details](http://wpb.org/Departments/Engineering-Public-Works/Engineering-Standards-Details))

### New Water Line Installation

- Treat new potable water lines with chlorine and test for bacteria in water samples according to latest FDEP requirements
- All brass or copper in contact with potable water shall be "lead free" per City Standard Detail

### New Wastewater Line Installation

- Prevent spills resulting in soil and surface/ground water contamination
- Report all spills to Public Utilities Dispatch

### Flushing

- Use diffuser to dissipate water or hydrant hose to route water
- Do not leave area unattended

### Backflow Protection

- Install backflow assemblies according to [City's Cross Connection Control Manual](#) ([wpb.org/utilities/backflow/](http://wpb.org/utilities/backflow/))

### Equipment Maintenance

- Inspect vehicles and equipment for leaks
- Repair leaks immediately

### Dust Control

- Provide dust control during all construction, maintenance operations or land disturbances
- Apply water while cutting concrete, asphalt and pipe to prevent dust from contaminating air

### Stormwater

- Take necessary precautions to prevent and contain illicit discharges to the stormwater system, including erosion control, in conformance with NPDES

## Landscaping & Pest Management

- Per City Landscape Policy and City Code Chapter 94, Article XIV, native and/or non-invasive species will be used in landscaping to reduce the use of water, pesticides and fertilizers for all landscape projects completed on City property.
- Submit "[Application for Tree Alteration Permit](#)" for approval before alteration of trees in the City
- Per City Integrated Pest Management & Pesticide Reduction Policy, pesticide applications should be reduced on City property to the maximum extent feasible through least toxic integrated pest management techniques.

## Safety Reminders

- Follow applicable OSHA regulations and safe work practices
- Report chemical/hazardous material spills
- Safety Data Sheets should be available for all chemicals stored on jobsite. Follow all listed precautions, disposal and spill procedures.
- Follow CWPB confined space entry procedures (more stringent than OSHA standards), contact your Project Manager for a copy
- *Security/ Terrorism*- Report suspicious people or activities occurring at or near water facilities or water resources

## *Important Contacts*

Contact	Number	Call for:
Police, Fire & Emergency Medical Assistance	911	Ambulance, Confined Space Rescue, Fire, Hazardous Material Spill, Terrorism/Unauthorized Entry, etc.
City of WPB Public Utilities Dispatch	561 822-2210	Report all leaks, spills, damage to Utilities, etc.
Sunshine State One-Call Center	811	Call BEFORE digging for locate services
City of WPB Risk Management	561 252-2749 561 644-7417	Questions about CWPB safety requirements (Confined Space Entry, etc.)



WEST PALM BEACH

Public Utilities

## City of West Palm Beach Public Utilities Department

## ISO 14001 Environmental Management System

## Contractor Brochure

The City of West Palm Beach Public Utilities Department (Utilities) provides water, wastewater and stormwater services to the citizens of West Palm Beach. Environmental stewardship, including the preservation of natural resources and protection of our watershed and natural systems, is essential to the long term success of the Utility.

From the Grassy Waters Preserve, the source of our drinking water, to the vast network of water distribution, sanitary collections and stormwater drainage systems, we want to ensure that all facets of our operations surpass federal and state standards for environmental protection.

Enhanced environmental performance allows us to meet today's customers needs while safeguarding our ability to carry out these essential services in the future. Contractors working for and in the City play an important role in the organization's environmental performance.



NSF-ISR

Registered  
to ISO 14001

**P.O. Box 3366  
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[wpb.org/utilities](http://wpb.org/utilities)  
[wpb.org/ems](http://wpb.org/ems)**

## ISO 14001 EMS

Since 2016, the City of West Palm Beach Public Utilities (Utility) has maintained an ISO 14001 Environmental Management System (EMS), certified by a third party to meet all requirements of the ISO standard.

Implementation and successful continuation of an ISO 14001 EMS allows us to understand how our operations impact the environment and facilitates planning to control these environmental impacts, resulting in enhanced regulatory compliance, protection of the environment and continual improvement. In fulfilling EMS requirements, we want to ensure persons doing work in the City of West Palm Beach, City employees and contractors alike, are:

- Aware of the EMS Environmental Policy
- Aware of the possible environmental impacts associated with their work
- Understand their responsibility in achieving environmental compliance and protection.

In this brochure, you will find information about our EMS, your responsibilities as a contractor while conducting work on our behalf, pollution prevention strategies and references to select environmental & safety regulations. Following these practices will contribute to continued compliance with Federal, State and Local environmental and safety regulations and allow us to maintain the benefits of enhanced environmental performance.

It is very important that the information in this brochure is communicated with your employees who may work for or on behalf of our department, including subcontractors. If at any time you are unsure of anything related to our Environmental Policy or the Environmental Management System, please contact our EMS Coordinator at 561-494-1074.

Thank you,  
City of West Palm Beach Public Utilities



## Environmental Policy

The Public Utilities Department as a public service provider for source water conveyance, processing and distribution of water, the conveyance and treatment of sanitary waste, the operation of the storm water system and flood protection, and customer billing and service- have a responsibility to take a leadership role in conducting all operational activities in a manner that protects the environment, as we provide for the health and safety of our employees, customers, and the general public. We have a duty to balance social, environmental and economic factors to ensure the continued success and sustainable management of the Utility.

In keeping with this vision and our responsibility to protect and conserve the environment, we are committed to exceed environmental compliance.

To exceed environmental compliance, we will:

**W**ork together for continual improvement

**A**void negative environmental impacts

**T**ransform our Utility into an  
environmental & safety leader

**E**nhance communication of our vision

**R**e-adjust our everyday tasks to  
prevent pollution

## Contractor Responsibilities

1. Demonstrate knowledge of the City of West Palm Beach Public Utilities Department *Environmental Policy*.
2. Project Team/ Manager/ Superintendent/ Foreman, etc. shall ensure:
  - a. This information is made available and shared with all persons, including subcontractors, who will perform work in the City of West Palm Beach.
  - b. Communicate to employees the ways in which their job can impact the environment and what they should do to prevent pollution.
  - c. Make sure employees are competent based on education, training, or experience.
3. Comply with all applicable federal, state, and local laws and regulations, including NPDES and SWPPP according to project technical specifications. Follow all relevant permit requirements.
4. Follow any and all applicable City Standard Details while conducting business for/in the City of West Palm Beach. See the latest City Standard Details at <https://www.wpb.org/Departments/Engineering/Engineering-Standards-Details>
5. Take appropriate measures to prevent pollution at all times including proper disposal of wastes and recycling waste materials where practical.
6. Follow industry Best Management Practices (BMPs) where applicable.

*Please note that this brochure is not all-inclusive. Contractors should continue following all Contract, City, State and Federal requirements/ guidelines/ regulations/ standards.*

