



Environmental Management System (EMS) Preconstruction Mitigation Disclosure Form

This Environmental Mitigation Statement must be returned to the Hampton Roads Transit (HRT) Procurement Office BY OR BEFORE any contracted work commences, products are delivered, or services are rendered; or within a reasonable and agreed-upon period of time.

The following information is to be completed, signed, and submitted by a company representative for the activities, products, and/or services being procured under this contract.

Company Contact Information

HRT Contract Name and Number:
Company Name:
Company Contact Person and Title:
Address:
Phone:
Mobile:
Fax:
Email:
Activities or work description
Briefly describe the activities being undertaken, the products being provided, or the services being performed by your company for HRT, including their corresponding HRT site location(s).



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Air emissions

Will the activities, products, or services your company provides produce or cause the release of any other than normal air emissions?

Yes / No

Please list possible other than normal air emissions, and the company's methods for preventing adverse impacts on the environment as a result of these emissions.

Water discharges

Will the activities, products, or services your company provides produce or cause the release of any wastewater?

Yes / No

If yes, please describe how your company will handle the wastewater.

Materials and Equipment

Please list any materials (chemicals, products, etc.) and specialized equipment (not including vehicles) your company will be handling or bringing onto HRT property to complete the contracted work. Please also attach all Material Safety Data Sheets (MSDS) to this form.

Training

Your employees should be trained in the proper handling of and response to incidents involving materials and equipment that may adversely impact the environment. Please describe the training your employees receive.



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Waste generation

Will the activities or work you perform result in the generation of any solid or hazardous wastes?

Yes / No

Please list the anticipated amounts and types of non-recyclable solid and/or hazardous wastes, along with your company's proposed disposal methods.

Of the solid wastes listed, are there any that can be recycled?

Yes / No

Please list all possible recyclables, including where and how they will be recycled.

Energy

Will the activities or work you perform consume energy (electricity, compressed air, natural gas, steam, etc.)?

Yes / No

Please explain what types of energy will be consumed, and how you will minimize consumption.

Other

Are there any other ways in which your company's activities or work may adversely impact and/or protect the environment?

Yes / No

Please describe below.



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Environmental Mitigation Acknowledgement Sheet

For questions or additional information regarding the use of this form, refer to the Hampton Roads Transit Environmental Compliance Contractor Briefing Package, which can be downloaded on the HRT website at www.gohrt.com, or contact the Environmental Compliance & Sustainability Officer at 757-222-6000.

In signing below on behalf of my company, I acknowledge receipt of and concurrence with the **Hampton Roads Transit Environmental Compliance Contractor Briefing Package**, and that the information provided on this Preconstruction Mitigation Disclosure Form is accurate and has been completed to the best of my ability. All company employees and subcontractors working on behalf of this contract will be required to also acknowledge reading and understanding the briefing package before any contracted work commences, products are delivered, and/or services are rendered at any HRT site location. An Acknowledgement Sheet will be maintained and made available to HRT's Procurement Office upon request.

Changes to the EMS will be communicated to your company by HRT if necessary. Depending on the nature of the change(s), a new Environmental Mitigation Acknowledgement Sheet may need to be signed.

Company Representative Name:	Position:
Company Representative Signature:	Date:

Below to be completed by HRT after a review is conducted, and filed with the EMS.

A review of this Preconstruction Mitigation Disclosure Form determined that it is:

<input type="checkbox"/>	COMPLETE - approved, no further action is needed.
<input type="checkbox"/>	NOT COMPLETE - a response must be received by:

Authorized HRT Representative:	Position:
Signature:	Date: