

To: BEP Recipients (All Divisions)
From: Asset Preservation Department
Date: September 17, 2018
Re: Amendment to BEP Notice 18-99: Certification of Clean Fill Material

On January 29, 2018, IHCD previously issued BEP Notice 18-99: Certification of Clean Fill Material on BEP Properties. This Notice required that all Recipients upload clean topsoil/backfill certification letters with each and every greening claim. BEP Notice 18-99 also reiterated the fill material requirements as set forth in the BEP Technical Specifications and specified what information must be present in the fill material certification letters.

BEP Notice 18-107 hereby amends the procedures and protocols related to the certification of fill materials used in BEP demolitions.

Effective immediately, all BEP Recipients must obtain ALL of the following documentation for each and every demolition under the BEP:

1. Certification Letter for Backfill Material
 - a. Letter must be on material supplier's letterhead
 - b. Letter must state that the fill material meets the ASTM-D2487, Group Symbol SP requirement
 - c. Letter must state that the fill material is free of contaminants and deleterious substances
2. Certification Letter for Topsoil Material
 - a. Letter must be on material supplier's letterhead
 - b. Letter must state that the fill material is free of rocks/stones larger than two inches (2") in diameter
 - c. Letter must state the topsoil is screened and free of contaminants and deleterious substances
3. Report/testing results from the material supplier to supplement the Backfill Certification Letter
 - a. Material supplier should be able to provide a report to verify that the material used meets the ASTM-D2487, Group Symbol SP requirement
4. All backfill and topsoil tickets from the supplier(s) for the materials used in the demolition/greening processes

If the backfill material and topsoil material used does not come from a vendor/supplier that can provide certification letters and a testing report, the Contractor must have the proposed materials tested prior to use. Fill material and topsoil that does not meet the requirements set forth in the BEP Technical Specifications may not be used without the express written consent of IHCD and the Recipient community.

Recipients may be required to provide the above documentation as part of the Sample Demolition process. However, Recipients must maintain this documentation for each and every BEP demolition, regardless of whether a property undergoes a Sample Demolition Observation. Recipients will be required to provide this documentation for any/all properties that have been selected for a closeout audit at the completion of their BEP Project(s).

