*[INSERT DATE]*

SUBJECT: Toxic Substances-free Review and Certification for Project *[PROJECT NUMBER]*, Building *[BUILDING NUMBER]*, Location [WHOLE BUILDING, AREA, or ROOM NUMBER], Fort Bliss, Texas

Mr. Alfredo J. Riera, P.E.

Director of Public Works

1744 Pleasonton Road, Building 777

Fort Bliss, TX 79916

Dear Mr. Riera:

*[INSTRUCTION: 1) Replace the verbiage where noted and remove the italics; 2) Print the letter on the principal contractor’s letterhead; 3) the letter can only be signed by the principal contractor’s state-licensed Architect or Engineer with oversight of the construction project; 4) Prepare a CD/DVD (non-erasable, non-rewritable) with the digital copies of each SDS or Manufacturer’s specifics but must list all chemicals and compounds used in the building material; 5) Include a CD/DVD with the digital copies of the project specifications and floor plans; and 6) Include the “as built” drawings with at least one sheet identifying the material name or SDS name, quantity and location where the materials were used.]*

*[CONTRACTOR’S BUSINESS NAME, PHYSCIAL ADDRESS]* under contract with the U.S. Army Garrison, Fort Bliss, Contract No. *[CONTRACT NUMBER]*, for the Project *[PROJECT NO.]* at Building *[BUILDING NUMBER(S)], [STREET]* Road to renovate, remodel, rehabilitate, repair or new construction and in accordance with the contract’s scope, and all subsequent modifications and change orders the safety data sheets (SDS) for all building materials used, purchased and stockpiled have been obtained.

*[Mr. or Ms. Full Name of Principal, licensed engineer (P.E.) or architect (R.A.)]* has reviewed and verified the most current SDS for the building materials listed in TAHPR §295.34(j)(1)-(3) that were used, purchased and stockpiled for Project *[PROJECT NO.],* no regulated toxic substances such as asbestos > 1%, lead, polychlorinated biphenyl, mercury, radon, and other toxic compounds or chemicals were found in the building materials. In addition, any subcontracted work in support of the project and the building materials purchased, used or stockpiled by the subcontractor, the SDS have been received, reviewed, and verified by *[Mr. or Ms. Last Name of Principal engineer or architect]* as not to contain any regulated toxic substances.

In my professional opinion, Project *[PROJECT NO.]*, Building *[BUILDING NO.],* Location [WHOLE BUILDING, AREA, or ROOM NUMBER], is free of regulated toxic substances.

Enclosed is a digital copy of the data sheets on permanent media, i.e., compact disc. A copy of this letter and enclosure shall be furnished to the Contracting Officer, Contracting Officer’s Representative (COR), Chief of DPW Environmental Division, and Chief DPW Engineering Services Division.

Any questions, concerns, or issues with the submittal package should be addressed to *[Mr. or Ms. Full Name of engineer or architect]*, *[CONTRACTOR’S BUSINESS NAME and MAILING ADDRESS]* at *[SIGNATOR’S CONTRACT PHONE NO. W/ AREA CODE]* and email: *[EMAIL]*.

Certification Statement

I, *[FULL NAME Principal engineer or architect]*, *[P.E. or R.A.]*, have reviewed all safety data sheets of the building materials purchased, used or stockpiled for the project listed herein. In my professional opinion, I certify that no regulated toxic substances were used within the period of performance for the project.

*Certifier’s Signature Owner or Legal Representative’s Signature*

*[FULL NAME of PRINCIPAL* *[FULL NAME of CONTRACTOR OWNER*

*ENGINEER or ARCHITECT]* *or LEGAL REPRESENTATIVE]*

*[TITLE OR POSITIION]* *[TITLE or POSITIION]*

*[COMPANY NAME]* *[COMPANY NAME]*

cc:

*[CONTRACTING OFFICER, USACE or MICC]*

*[APPOINTED CONTRACTING OFFICER’S REPRESENTATIVE, USACE or MICC]*

*[CHIEF, ENVIRONMENTAL DIVISION], DPW*

*[CHIEF, ENGINEERING SERVICES DIVISION], DPW*

Enclosure