

Document 06.2 – Public Relations Program for Farmland Application

Version Number: 2
Version Date: October 13, 2011

Before land application of biosolids under any contract starts, the Contractor shall implement an Engineer approved Public Relations Program (PRP). The Contractor has the option to provide an overall program, for the entire life of the Contract, or to segment it, as desired. However, no hauling shall start until a complete or partial PRP is approved. At a minimum, the Program shall include the following:

1. A full-time public relations coordinator on staff, who shall dedicate adequate time, as required, and as determined by the Engineer, to perform public relations, education, and community outreach functions, including scheduled meetings with town, township and county public, political and agricultural leaders, and agriculture students to promote the District's beneficial use program, and to ensure public understanding and acceptance of this program. A list of those entities contacted, along with the nature of the contact, shall be provided to the District on a monthly basis, along with a summary of the meeting, in the monthly report.
2. Provide tours of Utilization Sites and educational presentations on biosolids to educate the public. The District shall also be invited to such functions. The Engineer will decide if participation is necessary.
3. Provide printed material to the public, which shall include highlights of the benefits of the utilization program, and overview of how biosolids are generated and processed prior to land application, and information communicating relative risk and safety of the practice. A copy of this material shall be submitted to the District.
4. Contact the neighbors of the farms receiving the biosolids explaining the program and its anticipated activities.

The Contractor's failure to obtain approval of his PRP shall prevent him from hauling biosolids, but shall not relieve him from liquidated damages, for not meeting the quantities specified.

Within 30 days of the end of each calendar month that Contract work is performed, the Contractor shall submit to the District a summary of the Public Relations Report including, at a minimum, the following:

- a) Total tonnage applied to land;
- b) Acreage utilized;
- c) Number and location of fields utilized and tonnage applied to each field along with the field and weather conditions at the time of application;
- d) Number of farmers or local residents contacted about the utilization program or to answer questions, along with a list of the contact name, the date of contact, and the nature of the contact;
- e) Community outreach activities including the time, place, and the nature of the activities;
- f) Actions being taken to minimize odors;

- g) Report of odor or other complaints received and their resolutions;
- h) Report of all responses, both positive and negative;
- i) Report of any special requirements from any regulatory agency or local official;
- j) Report of all tours given, a tour attendance list, the tour time and location;
- k) The report shall be organized by sections with each section representing the material from each Group of the Contract. Within each of these sections, the report shall be further subdivided by geographic/political area or region in which biosolids were applied during the reporting period (i.e. by county or township).

The Contractor's failure to timely submit a summary of the PRP shall prevent him from hauling biosolids, but shall not relieve him from liquidated damages, for not meeting the quantities specified.

Any media contacts to the Contractor regarding the Contract shall be communicated immediately to the District.

Revision History

Version Number	Version Date	Description of Revision
0	3/6/07	Original issue.
1	5/14/10	Revised the first line of the first paragraph from "Before land application of biosolids under this contract starts..." to "Before land application of biosolids under any contract starts..." Revised the last paragraph from, "Any media contacts to the Contractor regarding this Contract..." to "Any media contacts to the Contractor regarding the Contract..." Revised the Contractor's submittal, item k, from "...representing Group A or Group B materials" to "representing the material from each Group of the Contract"
2	10/13/11	Edited Footer with Official Document Location