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October 27, 2021

This letter is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request number (GSA-2020-001721), submitted on September 23, 2021, in which you requested the following:

"A copy of the Public Buildings Service comprehensive strategy to maintain the green roof inventory. I agree to limit this request to documents dated since January 1, 2020."

Enclosed please find the documents responsive to your request.

Excerpts from the Public Buildings Maintenance Standards provide the standard practices used to maintain GSA's green roof inventory. Also enclosed please find the Green Roof Job Plans to accompany the maintenance of the green roof inventory. The minimum maintenance requirements in these two documents are general in nature. It is GSA's expectation that the Contractor will adapt the maintenance requirements to the local climate and included plant variety. Once agreed upon by both parties, the adaptations will be made part of the maintenance contract.

This completes our action on this FOIA request. Should you have any questions, please contact Ernest Kibler at (202) 615-0454 or by email at ernest.kibler@gsa.gov. You may also contact the GSA FOIA Public Liaison, Cassie Trangsrud at (202) 716-6509 or by email at cassie.trangsrud@gsa.gov for any additional assistance and to discuss any aspect of your FOIA request.

Sincerely,

Travis Lewis

FOIA Program Manager
Office of General Counsel
General Services Administration

Enclosure(s)

General Services Administration
Public Buildings Service

**PUBLIC BUILDINGS
MAINTENANCE
STANDARDS
FINAL**

December 31, 2018

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Standard #	Equipment Item	Effective Date	Frequency
ARCS-MHL-02-03M	Manhole, Sewer	2019-01-01	Quarterly
ARCS-MHL-03-06M	Manhole (Water, Steam, and Fuel Oil)	2019-01-01	Semi-annually
ARCS-RFS-01-06M	Roof Inspection, Built Up Type	2019-01-01	Semi-annually
ARCS-RFS-02-06M	Roof Inspection, Shingle Type	2019-01-01	Semi-annually
ARCS-RFS-03-03M	Extensive and Intensive Vegetative Roof	2019-01-01	Quarterly
ARCS-SCT-01-03M	Key Card System	2019-01-01	Quarterly
ARCS-SCT-02-01Y	Parking Arm Gates	2019-01-01	Annually
ARCS-STR-01-01Y	Lightning Protection	2019-01-01	Annually
ARCS-SWM-01-01Y	Stormwater Management, Green Roofs - Vegetation Coverage	2019-01-01	Annually
ARCS-SWM-01-03M	Stormwater Management, Green Roofs - Weeding	2019-01-01	Quarterly
ARCS-SWM-01-06M	Stormwater Management, Green Roofs - Membrane and Drainage	2019-01-01	Semi-annually
ARCS-SWM-02-01Y	Stormwater Management, Rainwater Harvesting - System Components	2019-01-01	Annually
ARCS-SWM-02-03M	Stormwater Management, Rainwater Harvesting - Prescreening	2019-01-01	Quarterly
ARCS-SWM-02-03Y	Stormwater Management, Rainwater Harvesting - Roof	2019-01-01	3-Year
ARCS-SWM-02-04M	Stormwater Management, Rainwater Harvesting - Tank, Inflows and Outflows	2019-01-01	4-Month
ARCS-SWM-02-06M	Stormwater Management, Rainwater Harvesting - Gutters and Downspouts	2019-01-01	Semi-annually
ARCS-SWM-02-06MA	Stormwater Management, Rainwater Harvesting - Winterizing	2019-01-01	Semi-annually
ARCS-SWM-04-01M	Stormwater Management, Permeable Paving - Mowing	2019-01-01	Monthly
ARCS-SWM-04-01Y	Stormwater Management, Permeable Paving - Sediment Removal	2019-01-01	Annually

2. Examine conductors and all connections for corrosion, strong mechanical joints which provide good electrical conductivity, and loose or broken fasteners.
3. Check for loops, sharp bends (less than 8" radius) and frayed horizontal and vertical conductors.
4. Check for damaged guards and down conductors.
5. Inspect grounding attachment for permanency and corrosion (if practical).
6. Test resistance to ground for each down conductor.
7. Clean up work area and remove debris.

Recommended Tools, Materials, and Equipment:

1. Tool Group B

**ARCS-SWM-
01-01Y**

**Stormwater Management, Green
Roofs - Vegetation Coverage**

Annually

Application:

This standard is intended for Stormwater Management, Green Roofs.

Special Instructions:

1. Contracted Landscaper: In addition to the procedure(s) outlined in this standard, jurisdictional requirements shall be strictly adhered to.

Check Points:

1. Check vegetation for coverage (50% after first year and 80% after second year for plugs or clippings/90% after first year for carpet or trays). Replace dying or dead vegetation or fill in bare spots as needed.

Recommended Tools, Materials, and Equipment:

1. Recommended tools are itemized in the Operation, Maintenance and Management of Stormwater Management Systems (Chapter 7), Office of Water, U.S. Environmental Protection Agency.

**ARCS-SWM-
01-03M**

**Stormwater Management, Green
Roofs - Weeding**

Quarterly

Application:

This standard is intended for Stormwater Management, Green Roofs.

Special Instructions:

1. Contracted Landscaper: In addition to the procedure(s) outlined in this standard, local jurisdiction shall be strictly adhered.

Check Points:

1. Weed to remove invasive weeds, tree seedlings, pests and thatch accumulation.

Recommended Tools, Materials, and Equipment:

1. Recommended tools are itemized in the Operation, Maintenance and Management of Stormwater Management Systems (Chapter 7), Office of Water, U.S. Environmental Protection Agency.

ARCS-SWM- Stormwater Management, Green 01-06M Roofs - Membrane and Drainage

**Semi-
annually**

Application:

This standard is intended for Stormwater Management, Green Roofs.

Special Instructions:

1. O&M Contractor: In addition to the procedure(s) outlined in this standard, local jurisdiction shall be strictly adhered.

Check Points:

1. Check membrane, flashing and caulking for leaks and needed repairs.
2. Clean associated downspouts, gutters, drainage pipes, drain boxes, inlets, stone edge drains, scuppers and other structures draining to/from practice to make sure they are free of vegetation and debris.

Recommended Tools, Materials, and Equipment:

1. Recommended tools are itemized in the Operation, Maintenance and Management of Stormwater Management Systems (Chapter 7), Office of Water, U.S. Environmental Protection Agency.

Green Roof Maintenance Job Plans					
Job Plan	Description	Revision	Status	Site	Description
ARCS-SWM-01-01Y	Stormwater Management, Green Roofs - Vegetation Coverage	0	ACTIVE		Contracted Landscaper: In addition to the procedure(s) outlined in this standard, jurisdictional requirements shall be strictly adhered to.
ARCS-SWM-01-01Y	Stormwater Management, Green Roofs - Vegetation Coverage	0	ACTIVE		Check vegetation for coverage (50% after first year and 80% after second year for plugs or clippings/90% after first year for carpet or trays). Replace dying or dead vegetation or fill in bare spots as needed.
ARCS-SWM-01-03M	Stormwater Management, Green Roofs - Weeding	0	ACTIVE		Contracted Landscaper: In addition to the procedure(s) outlined in this standard, local jurisdiction shall be strictly adhered.
ARCS-SWM-01-03M	Stormwater Management, Green Roofs - Weeding	0	ACTIVE		Weed to remove invasive weeds, tree seedlings, pests and thatch accumulation.
ARCS-SWM-01-06M	Stormwater Management, Green Roofs - Membrane and Drainage	0	ACTIVE		O&M Contractor: In addition to the procedure(s) outlined in this standard, local jurisdiction shall be strictly adhered.
ARCS-SWM-01-06M	Stormwater Management, Green Roofs - Membrane and Drainage	0	ACTIVE		Check membrane, flashing and caulking for leaks and needed repairs.
ARCS-SWM-01-06M	Stormwater Management, Green Roofs - Membrane and Drainage	0	ACTIVE		Clean associated downspouts, gutters, drainage pipes, drain boxes, inlets, stone edge drains, scuppers and other structures draining to/from practice to make sure they are free of vegetation and debris.