



**Department of Transportation & Public
Facilities**
*Statewide Design & Engineering Services
Division*

TO: SEE DISTRIBUTION

DATE: April 18, 2023

FROM: Carolyn H. Morehouse, P.E. *chm*
Chief Engineer

SUBJECT: Chief Engineer's
Directive –
SWPPPTrack Special
Provision

The attached special provisions ASP-9A revises the SWPPPTrack special provision ASP-9 dated March 9, 2022. The attached special provisions HSP20-5A revises the SWPPPTrack special provision HSP20-5 dated February 10, 2022. Changes are highlighted in the attachments.

Use these special provisions on projects requiring SWPPPTrack advertised after today. Currently advertising projects may add HSP20-5A by addendum at regional discretion. Determination of which projects require a SWPPPTrack special provision is based on regional discretion.

Alaska Standard Specifications for Airport and Highway Construction, Standard Modifications and Special Provisions are available online at:
<http://www.dot.state.ak.us/stwddes/dcsspecs/index.shtml>

Attachment: ASP-9A
HSP20-5A

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**STATEWIDE AIRPORT SPECIAL PROVISION
ASP-9A**

**ITEM P-641
EROSION, SEDIMENT, AND POLLUTION CONTROL**

SWPPPTrack Special Provision

641-1.1 DESCRIPTION. Provide project administration and work relating to control of erosion, sedimentation, and discharge of pollutants, according to this section and applicable local, state, and federal requirements, including the Alaska Pollution Discharge Elimination System (APDES) Construction General Permit (CGP). The state APDES program is administered by the Department of Environmental Conservation (DEC). Section 301(a) of the Clean Water Act (CWA) and 18 AAC 83.015 provide that the discharge of pollutants to water of the U.S. is unlawful except as allowed by the CGP.

Temporary erosion control measures shall be in accordance with the Erosion and Sediment Control Plan; the approved Construction Safety and Phasing Plan (CSPP), and AC 150/5370-2, *Operational Safety on Airports During Construction*. The temporary erosion control measures contained herein shall be coordinated with the permanent erosion control measures specified as part of this contract to the extent practical to assure economical, effective, and continuous erosion control throughout the construction period.

Temporary erosion and sediment control measures may include work outside the construction limits such as borrow pit operations, equipment and material storage sites, waste areas, and temporary plant sites, when such areas are included in the Project Zone.

Temporary control measures shall be designed, installed and maintained:

- a. outside of safety areas of active runways and taxiways, and
- b. to minimize the creation of wildlife attractants that have the potential to attract hazardous wildlife on or near airports.

DEFINITIONS AND TERMS

641-1.2 These definitions apply only to Item P-641.

ACTIVE TREATMENT SYSTEM (ATS) OPERATOR. See CGP Appendix C.

ALASKA CERTIFIED EROSION AND SEDIMENT CONTROL LEAD (AK-CESCL). A person who has completed training, testing, and other requirements of, and is currently certified as, an AK-CESCL from an AK-CESCL Training Program (a program developed under a Memorandum of Understanding between the Department and others). The Department recognizes AK-CESCLs as “qualified personnel” required by the CGP. An AK-CESCL must be recertified every three years. (See Qualified Person).

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION (DEC). The state agency authorized by EPA to administer the Clean Water Act’s National Pollutant Discharge Elimination System.

ALASKA GENERAL PERMIT FOR EXCAVATION, DEWATERING (Excavation Dewatering Permit). The permit authorizing excavation dewatering discharges from Construction Activities.

ALASKA MULTI-SECTOR GENERAL PERMIT (MSGP). The permit authorizing stormwater discharges associated with Industrial Activity.

ALASKA POLLUTANT DISCHARGE ELIMINATION SYSTEM (APDES). A system administered by DEC that issues and tracks permits for stormwater discharges.

BEST MANAGEMENT PRACTICES (BMPS). See CGP Appendix C.

CLEAN WATER ACT (CWA). Federal Water Pollution Control Amendments of 1972, as amended (33 U.S.C. 1251 et seq.).

CONSTRUCTION ACTIVITY. Ground disturbing activity by the contractor, subcontractor or utility company; that may result in erosion, sedimentation, or a discharge of pollutants into stormwater. See CGP Appendix C.

CONSTRUCTION GENERAL PERMIT (CGP). The permit authorizing stormwater discharges from Construction Activities, issued and enforced by Alaska DEC. It authorizes stormwater discharges providing permit conditions and water quality standards are met.

U.S. ARMY CORPS OF ENGINEERS PERMIT (COE PERMIT). A COE permit for construction in waters of the U.S. May be issued under Section 10 of the Rivers and Harbors Act of 1899, or Section 404 of the Clean Water Act.

ELECTRONIC NOTICE OF INTENT (ENOI). See CGP Appendix C.

ELECTRONIC NOTICE OF TERMINATION (ENOT). See CGP Appendix C.

ENVIRONMENTAL PROTECTION AGENCY (EPA). The federal agency charged to protect human health and the environment.

ERODIBLE STOCKPILE. Any material storage area or stockpile consisting of mineral aggregate, organic material, or a combination thereof, with greater than 5 percent passing the #200 sieve, and any material storage where wind or water transports sediments or other pollutants from the stockpile. Erodible Stockpile also includes any material storage area or stockpile, where the Engineer determines there is potential for wind or water transport, of sediments or other pollutants away from the stockpile.

EROSION AND SEDIMENT CONTROL PLAN (ESCP). The Department's project specific document that illustrates measures to control erosion and sediment on the project. The ESCP provides bidders with the basis for cost estimating and guidance for developing an acceptable Storm Water Pollutant Prevention Plan (SWPPP).

FINAL STABILIZATION. See CGP, Appendix C, "Stabilization."

HAZARDOUS MATERIAL CONTROL PLAN (HMCP). The Contractor's detailed project specific plan for prevention of pollution from storage, use, transfer, containment, cleanup, and disposal of hazardous material (including, but are not limited to, petroleum products related to construction activities and equipment). The HMCP is included as an appendix to the SWPPP.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) PERMIT. A DEC stormwater discharge permit issued to certain local governments and other public bodies, for operation of stormwater conveyances and drainage systems. See CGP Appendix C.

OPERATOR(S). The party(s) responsible to obtain CGP permit coverage. CGP, Appendix C.

- a. Contractor – the Contractor is an Operator inside and outside the Project Zone.
- b. Department – the Department is an Operator inside the Project Zone.

POLLUTANT. Any substance or item meeting the definition of pollutant contained in 40 CFR § 122.2. A partial listing from this definition includes: dredged spoil, solid waste, sediment, sewage, garbage, sewage sludge, chemical wastes, biological materials, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial or municipal waste.

PROJECT ZONE. The physical area provided by the Department for Construction. The Project Zone includes the area of airport property or facility under construction, project staging and equipment areas, and material and disposal sites; when those areas, routes and sites, are provided by the Contract.

Material sites, material processing sites, disposal sites, haul routes, staging and equipment storage areas; that are furnished by the Contractor or a commercial operator, are not included in the Project Zone.

QUALIFIED PERSON. See CGP Appendix C and Subsection 641-1.4.

SPILL PREVENTION, CONTROL AND COUNTERMEASURE PLAN (SPCC PLAN). The Contractor's detailed plan for petroleum spill prevention and control measures that meet the requirements of 40 CFR 112.

SPILL RESPONSE FIELD REPRESENTATIVE. The Contractor's representative with authority and responsibility for managing, implementing, and executing the HMCP and SPCC Plan.

STORM EVENT. See CGP Appendix C.

STORM WATER POLLUTION PREVENTION PLAN TWO (SWPPP2). The Contractor's plan for compliance with both the CGP and MSGP construction activities outside the Project Zone.

SUPERINTENDENT. The Contractor's duly authorized representative with authority and responsibility for the overall operation of the Project, and Contractor furnished sites and facilities.

SWPPP AMENDMENT. A modification to the SWPPP. CGP Part 5.0.

SWPPP MANAGER. The Contractor's Qualified Person with authority and responsibility. CGP Appendix C.

SWPPP PREPARER. The Contractor's Qualified Person with authority and responsibility. CGP Appendix C.

SWPPPTRACK. Software subscription service version **SWPPPTrack DOT AK** developed and provided by **SWPPPTrack AK LTD**, for use on construction projects that require coverage under the APDES CGP.

TEMPORARY STABILIZATION. See CGP Appendix C. See "Stabilization."

641-1.2.1 REFERENCE. A complete list of websites and documents referenced herein can be found at the DOT&PF Statewide Design and Engineering Services Stormwater webpage.

DEC Permit information can be found at the DEC Division of Water webpage. SWPPP preparation documents can be found at the DOT&PF Design and Engineering Services Stormwater webpage. Construction forms are found at the DOT&PF Design and Engineering Services Construction Forms webpage.

641-1.3 PLAN AND PERMIT SUBMITTALS.

For plans listed in Subsection 80-03.d (SWPPP, HMCP, and SPCC), use the Contractor submission and Department review deadlines identified in this Subsection.

Partial and incomplete submittals will not be accepted for review. Any submittal that is re-submitted or revised after submission, but before the review is completed, will restart the submittal review timeline. No additional Contract time or additional compensation will be allowed due to delays caused by partial or incomplete submittals, or required re-submittals.

- a. **Storm Water Pollution Prevention Plan.** Submit an electronic copy and one hard copy of the SWPPP to the Engineer for approval. Deliver these documents to the Engineer at least 21 days before beginning

Construction Activity. Organize the SWPPP and related documents for submittal according to the requirements of Subsection 641-2.1.b

The Department will review the SWPPP submittals within 14 days after they are received. Submittals will be returned to the Contractor, and marked as either “rejected” with reasons listed or as “approved” by the Department. When the submittal is rejected, the Contractor must revise and resubmit the SWPPP. The 14 day review period will restart when the contractor submits an electronic copy ~~and one hard copy~~ of the revised SWPPP to the Engineer for approval.

After the SWPPP is approved and certified by the Department using Form 25D-109, the Contractor must certify the approved SWPPP using Form 25D-111. See Subsection 641-1.3.d for further SWPPP submittal requirements.

- b. Hazardous Material Control Plan.** The HMCP Template can be found at the DOT&PF Construction Forms webpage. The HMCP submittal and review timeline, and signature requirements are the same as the SWPPP.
- c. Spill Prevention, Control and Countermeasure Plan.** When a SPCC Plan is required under Subsection 641-2.3, submit an electronic copy ~~and one hard copy~~ of the SPCC Plan to the Engineer. Deliver these documents to the Engineer at least 21 days before beginning Construction Activity. The Department reserves the right to review the SPCC Plan and require modifications.
- d. CGP Coverage.** The Contractor is responsible for permitting of Contractor and subcontractor Construction Activities related to the Project. Do not use the SWPPP for Construction Activities outside the Project Zone where the Department is not an operator. For Construction Activities outside the Project Zone, the Contractor must use a SWPPP2. Department approval is not needed for a SWPPP2.

After the Department certifies the SWPPP and prior to beginning Construction Activity, submit an eNOI with the required fee to DEC for coverage under the CGP. Submit a copy of the signed eNOI and DEC’s written acknowledgement (by letter or other document), to the Engineer as soon as practicable and no later than three days after filing eNOI or receiving a written response.

Do not begin Construction Activity until the conditions listed in Subsection 641-3.1.a are completed.

The Department will submit an eNOI to DEC for Construction Activities inside the Project Zone. The Engineer will provide the Contractor with a copy of the Department’s eNOI and DEC’s written acknowledgment (by letter or other document), for inclusion in the SWPPP.

Before Construction Activities occur, transmit to the Engineer ~~one hard copy and~~ an electronic copy of the approved and certified SWPPP, with signed Delegations of Signature Authorities on Forms 25D-107 and 25D-108, SWPPP Certifications on Forms 25D-111 and 25D-109, both permittee’s signed eNOIs and DEC’s written acknowledgement.

- e. DEC SWPPP Review.** When CGP Part 2.1.3 or 2.1.4, requires DEC SWPPP review:
 - (1) Transmit a copy of the Department-approved SWPPP to DEC using delivery receipt confirmation;
 - (2) Transmit a copy of the delivery receipt confirmation to the Engineer within seven (7) days of receiving the confirmation; and
 - (3) Retain a copy of delivery receipt confirmation in the SWPPP.
- f. Local Government SWPPP Review.** When local government or the CGP Part 2.1.4, requires local government review:
 - (1) Transmit a copy of the Department-approved SWPPP and other information as required to local government, with the required fee. Use delivery receipt confirmation;

- (2) Transmit a copy of the delivery receipt confirmation to the Engineer within seven days of receiving the confirmation;
 - (3) Transmit a copy of any comments by the local government to the Engineer within seven days of receipt;
 - (4) Amend the SWPPP as necessary to address local government comments and transmit SWPPP Amendments to the Engineer within seven days of receipt of the comments;
 - (5) Include a copy of local government SWPPP review letter in the SWPPP; and
 - (6) File a notification with local government that the project is ending.
- g. Modifying Contractor's eNOI.** When required by the CGP Part 2.7, modify your eNOI to update or correct information within 30 calendar days of the change. Reasons for modification are found in the CGP Part 2.7.1. The Contractor must submit an eNOT instead of an eNOI modification when the operator has changed. The new operator must file an eNOI to obtain permit coverage.

641-1.4 PERSONNEL QUALIFICATIONS. Provide documentation in the SWPPP that the individuals serving in these positions meet the personnel qualifications. The Department accepts the following certificates as equivalent to AK-CESCL: CPESC, Certified Professional in Erosion and Sediment Control or CISEC, Certified Inspector in Sediment and Erosion Control, which are found in the CGP Appendix C and repeated below.

**Table 641-1
Personnel Qualifications**

Personnel Title	Required Qualifications
SWPPP Preparer	Current certification as a Certified Professional in Erosion and Sediment Control (CPESC); OR Current certification as AK-CESCL, and at least two years' experience in erosion and sediment control, as a SWPPP Manager or SWPPP writer, or equivalent. OR Professional Engineer registered in the State of Alaska with current certification as AK-CESCL.
Superintendent	Current AK-CESCL or substitute training from CGP Appendix C Qualified Person Table 4
SWPPP Manager	Current AK-CESCL or substitute training from CGP Appendix C Qualified Person Table 4
Active Treatment System Operator	Current AK-CESCL or substitute training from CGP Appendix C Qualified Person Table 4. ATS operator should possess a recognized certification, or professional standing, or who by extensive knowledge, training, and experience has successfully demonstrated the ability to meet the ATS requirement.

641-1.5 SIGNATURE/CERTIFICATION REQUIREMENTS AND DELEGATIONS.

- a. eNOI and eNOT.** The eNOI, eNOT, and eNOI Modifications must be signed and certified by a responsible corporate officer according to CGP Appendix A, Part 1.12. Signature and certification authority for the eNOI and eNOT cannot be delegated.
- b. Delegation of Signature Authority for Other SWPPP Documents and Reports.** Use Form 25D-108 to delegate signature authority and certification authority to the Superintendent position, according

to CGP Appendix A, Part 1.12.3, for the SWPPP, inspection reports and other reports required by the CGP. The Superintendent position is responsible for signing and certifying the SWPPP, inspection reports, and other reports required by the CGP, except the eNOI, eNOI Modifications, and eNOT.

The Engineer will provide the Department's delegation on Form 25D-107, which the Contractor must include in the SWPPP.

- c. **Subcontractor Certification.** Subcontractors must certify on Form 25D-105, that they have read and will abide by the CGP and the conditions of the project SWPPP.
- d. **Signatures and Initials.** Where documents are completed in SWPPPTrack, utilize SWPPPTrack to sign and initial documents. When documents are not completed in SWPPPTrack (e.g. Form 25D-111 SWPPP Certification for Contractor), upload scanned copies after signing and initialing the documents into SWPPPTrack. ~~Certify or initial on the CGP documents and SWPPP forms, wherever a signature or initial is required.~~

641-1.6 RESPONSIBILITY FOR STORM WATER PERMIT COVERAGE.

- a. The Department and the Contractor are jointly responsible for permitting and permit compliance within the Project Zone.
- b. The Contractor is responsible for permitting and permit compliance for all construction support activity in the Project Zone and outside the Project Zone. The Contractor has sole responsibility for compliance with DEC, COE and other applicable federal, state, and local requirements, and for securing all necessary clearances, rights, and permits. The Contractor shall be responsible for protection, care, and upkeep of all work, and all associated off-site zones. Subsection 70-02 describes the requirement to obtain permits, and to provide permit documents to the Engineer.
- c. The Contractor is responsible for obtaining an Excavation Dewatering Permit (AKG002000) if construction activities are within 1,500 feet of a DEC-identified contaminated site or groundwater plume.
- d. An entity that owns or operates, a commercial plant as defined in Subsection 80-01.d. or material source or disposal site outside the Project Zone, is responsible for permitting and permit compliance. The Contractor has sole responsibility to verify that the entity has appropriate permit coverage. Subsection 70-02 describes the requirement to obtain permits, and to provide permit documents to the Engineer.
- e. The Department is not responsible for permitting or permit compliance, and is not liable for fines resulting from noncompliance with permit conditions:
 - (1) For areas outside the Project Zone;
 - (2) For Construction Activity and Support Activities outside the Project Zone; and
 - (3) For commercial plants, commercial material sources, and commercial disposal sites.

641-1.7 UTILITY. (RESERVED FOR REGIONS)

641-1.8 USE OF SWPPPTRACK. The Contractor is responsible for purchasing and contracting with SWPPPTrack AK LTD for the use of the SWPPPTrack software application and services until final stabilization is achieved and the eNOT has been completed. Contact SWPPPTrack Alaska Support at (888)401-1993 or AKSupport@SWPPPTrack.com for project fees, setup coordination, device requirements, and training.

Perform and document all inspections required by the CGP and the SWPPP with SWPPPTrack and populate all inspection fields accurately to represent current project conditions. Complete the following forms using SWPPPTrack:

- [a. SWPPP Construction Site Inspection Report \(25D-100\)](#)
- [b. SWPPP Grading & Stabilization Activities Log \(25D-110\)](#)
- [c. SWPPP Corrective Action Log \(25D-112\)](#)
- [d. SWPPP Amendment Log \(25D-114\)](#)
- [e. SWPPP Daily Record of Rainfall \(25D-115\)](#)
- [f. SWPPP Training Log \(25D-125\)](#)
- [g. SWPPP Project Staff Tracking \(25D-127\)](#)

641-2.1 STORM WATER POLLUTION PREVENTION PLAN (SWPPP) REQUIREMENTS.

a. SWPPP Preparer and Pre-Construction Site Visit.

Use a SWPPP Preparer to develop the SWPPP in accordance with the CGP, DEC and Department SWPPP templates. See Subsection P-641-1.2.1 for guidance and templates. The SWPPP Preparer must conduct a pre-construction inspection at the Project Site before Construction Activity begins. If the SWPPP Preparer is not a Contractor employee, the SWPPP Preparer must visit the site accompanied by the Contractor. Give the Department at least seven days advance notice of the site visit, so that the Department may participate.

Document the SWPPP Preparer's pre-construction inspection in the SWPPP on Form 25D-106, SWPPP Pre-Construction Site Visit, including the names of attendees and the date.

b. Developing the SWPPP.

Use the Department's ESCP, Environmental commitments, and other Contract documents as a starting point for developing the SWPPP.

Develop the SWPPP with sections and appendices, according to the DEC CGP SWPPP template and DOT&PF SWPPP template. Include information required by the Contract and described in the CGP Part 5.0. Use SWPPP forms found at the DOT&PF Construction Forms website.

Compile the SWPPP in three ring binders with tabbed and labeled dividers for each appendix. One electronic copy of the SWPPP must be submitted as a single PDF file.

c. SWPPP Considerations and Contents.

- (1) The SWPPP must provide erosion and sediment control measures for all Construction Activity within the Project Zone. Construction Activity outside the Project Zone must have permit coverage and document permit compliance according to a SWPPP2.
- (2) The SWPPP must consider the activities of the Contractor and all subcontractors and utility companies performing work in the Project Zone. The SWPPP must describe the roles and responsibilities of the Contractor, subcontractors, utility companies, and the Department with regard to implementation of the SWPPP. The SWPPP must identify all operators for the project, including utility companies performing Construction Activity, and identify the areas:
 - (a) Over which each operator has operational control, and;
 - (b) Where the Department and Contractor are co-operators.
- (3) For work outside the Project Zone the SWPPP must identify the entity that has stormwater permit coverage, the operator, and the areas that are:

- (a) Dedicated to the project and where the Department is not an operator; and
 - (b) Not dedicated to the project, but used for the project.
- (4) The SWPPP must meet all CGP requirements. Utilize the DEC CGP SWPPP Template in conjunction with the DOT&PF SWPPP Template to develop the SWPPP.
 - (5) Comply with the CGP Part 1.4.3 Authorized Non-Storm Water Discharges.
 - (6) If the project discharges to a Tier III, Outstanding Natural Resource Water, comply with CGP Part 2.1.6. Submittal deadlines apply prior to filing an eNOI and beginning construction activities. As noted, none have been designated in the state of Alaska as of the issuance of the 2021 CGP.
 - (7) There are special requirements in the CGP Part 3.2, for stormwater discharges into an impaired water body, and they may include monitoring of stormwater discharges. The Contractor is responsible for monitoring and reporting outside the Project Zone.
 - (8) Describe the sequence and timing of activities that disturb soils and BMP implementation and removal. Phase earth disturbing activities to minimize unstabilized areas, and to achieve temporary or final stabilization. Whenever practicable incorporate final stabilization work into excavation, embankment and grading activities. Include drawings showing each phase of the project with the BMPs implemented in the phase.
 - (9) Delineate the site according to CGP Part 4.2.1.
 - (10) Minimize the amount of soil exposed and preserve natural topsoil on site, unless infeasible according to the CGP Part 4.2.2.
 - (11) Describe methods and time limits, to initiate temporary or final soil stabilization. Comply with stabilization requirements in the CGP Part 4.5.
 - (12) If construction will cease during winter months, describe all requirements for winter shutdown according to the CGP Part 4.12.
 - (13) Plans for ATS must meet with the requirements in the CGP Part 2.1.5 and 4.6.
 - (14) Design all temporary BMPs to accommodate a two year 24-hour storm event. All installed control measures must be described and documented in the SWPPP, according to the CGP Part 5.3.6. All installed BMPs must include a citation from a published BMP Manual, publication, or manufacturers specification used as a source, or include a statement "No BMP Manual was used for this design." If using out of state BMPs follow the instructions in the SWPPP Guide, found at the DOT&PF Stormwater webpage.
 - (15) Provide a legible site map or set of maps in the SWPPP, showing the entire site and identifying boundaries of the property where construction and earth-disturbing activities will occur. Include all the elements described in the CGP Part 5.3.5, and DEC CGP SWPPP Template Section 5.0.
 - (16) Identify the inspection frequency in the SWPPP according to the CGP Part 6.1.
 - (17) Linear Project Inspections, described in CGP Part 6.5, are not applicable to this contract.
 - (18) The SWPPP must cite and incorporate applicable requirements of the project permits, environmental commitments, COE permit, and commitments related to historic preservation. Make additional consultations or obtain permits as necessary for Contractor specific activities that were not included in the Department's permitting and consultation.
 - (19) The SWPPP is a dynamic document. Keep the SWPPP current by noting installation, modification, and removal of BMPs, and by using amendments, SWPPP amendment logs, inspection reports,

corrective action logs, records of land disturbance and stabilization, and any other records necessary to document stormwater pollution prevention activities and to satisfy the requirements of the CGP and this specification. See Subsection 641-3.3 for more information.

d. Recording Personnel and Contact Information in the SWPPP.

Identify the SWPPP Manager as the Storm Water Lead and Stormwater Inspector positions in the SWPPP. Document the SWPPP Manager's responsibilities in Section 2.0 Stormwater Contacts, of the SWPPP template and:

- (1) Identify that the SWPPP Manager does not have authority to sign inspection reports (unless the SWPPP Manager is also the designated project Superintendent).
- (2) Identify that the SWPPP Manager cannot prepare the SWPPP unless the SWPPP Manager meets the Contract requirements for the SWPPP Preparer.

Include in the SWPPP proof of AK-CESCL or equivalent certifications for the Superintendent and SWPPP Manager, and for any acting Superintendent and acting SWPPP Managers. If the Superintendent or SWPPP Manager is replaced permanently or temporarily, by an acting Superintendent or acting SWPPP Manager; record in the SWPPP (use Form 25D-127) the names of the replacement personnel and date of replacement. For temporary personnel, record their beginning and ending dates.

Provide 24-hour contact information for the Superintendent and SWPPP Manager. The Superintendent and SWPPP Manager must have 24-hour contact information for all Subcontractor SWPPP Coordinators and Utility SWPPP Coordinators.

Include in the SWPPP proof of AK-CESCL or equivalent certifications of ATS operators. Record names of ATS operators and their beginning and ending dates, on Form 25D-127.

The Department will provide proof of AK-CESCL, or equivalent certifications for the Department's Project Engineer, Stormwater Inspectors, and Monitoring Person (if applicable), and names and dates they are acting in that position. Include the Department's staff certifications in Appendix E. Include Department's staff names, dates acting, and assignments in Section 2.0 of the SWPPP and Form 25D-127.

641-2.2 HAZARDOUS MATERIAL CONTROL PLAN (HMCP) REQUIREMENTS.

Prepare the HMCP using the Department template for the prevention of pollution from storage, use, containment, cleanup, and disposal of all hazardous material, including petroleum products related to construction activities and equipment. Include the HMCP as an appendix to the SWPPP. Compile Material Safety Data Sheets in one location and reference that location in the HMCP.

641-2.3 SPILL PREVENTION, CONTROL AND COUNTERMEASURE PLAN (SPCC PLAN) REQUIREMENTS.

Prepare and implement an SPCC Plan when required by 40 CFR 112 when both of the following conditions are present on the project:

- a. Oil or petroleum products from a spill may reach navigable waters (as defined in 40 CFR 112); and
- b. Total above ground storage capacity for oil and any petroleum products is greater than 1,320 gallons (not including onboard tanks for fuel or hydraulic fluid used primarily to power the movement of a motor vehicle or ancillary onboard oil-filled operational equipment, and not including containers with a storage capacity of less than 55 gallons).

Reference the SPCC Plan in the HMCP and SWPPP.

641-2.4 RESPONSIBILITY AND AUTHORITY OF THE SUPERINTENDENT AND SWPPP MANAGER.

The Superintendent shall certify the SWPPP, inspection reports, and other reports required by the CGP, except the eNOI and eNOT. The Superintendent may not delegate the task or responsibility of signing and certifying these documents.

The Superintendent may assign certain duties to the SWPPP Manager.

- a. Ensuring Contractor's and subcontractor's compliance with the SWPPP and CGP;
- b. Ensuring the control of erosion, sedimentation, or discharge of pollutants;
- c. Directing and overseeing installation, maintenance, and removal of BMPs;
- d. Performing inspections; and
- e. Updating the SWPPP including adding amendments and forms.

When Bid Item P641.070.0000 is part of the Contract, the SWPPP Manager must be a different person than the Superintendent and must be available at all times to administer SWPPP requirements, and be physically present within the Project Zone or the project office, when construction activities are occurring.

The Superintendent and SWPPP Manager shall be knowledgeable in the requirements of this Item P-641, the SWPPP, CGP, BMPs, HMCP, SPCC Plan, environmental permits, environmental commitments.

The Superintendent and SWPPP Manager shall have the Contractor's complete authority and be responsible for suspending construction activities that do not conform to the SWPPP or CGP.

641-2.5 MATERIALS.

Use materials suitable to withstand hydraulic, wind, and soil forces, and to control erosion and trap sediments according to the requirements of the CGP and the Specifications.

Use the seed mixture specified in the contract or as directed by the Engineer.

Use soil stabilization material as specified in P-682 and T-908.

Use silt fences as specified in P-680.

Use straw and straw products certified weed free of prohibited and restricted noxious weed seed and quarantined pests, according to Alaska Administrative Code, Title 11, Chapter 34 (11 AAC 34). When straw or straw products certified according to 11 AAC 34 are not available, use non-certified products manufactured within Alaska before certified products manufactured in another state, country, or territory. Non-certified straw or straw products manufactured in another state, country, or territory shall not be used. Grass, legumes, or any other herbaceous plants produced as hay, shall not be substituted for straw or straw products.

641-3.1 CONSTRUCTION REQUIREMENTS.

Comply with the SWPPP and the requirements of the CGP Part 5.0.

a. Before Construction

The following actions must be completed before Construction Activity begins:

- (1) The SWPPP Preparer must visit the project, the visit must be documented in the SWPPP using Form 25D-106, and the SWPPP must be developed or amended with findings from the visit.
- (2) The SWPPP must be approved by the Engineer on Form 25D-109.

- (3) The Contractor must be authorized to begin work by the Engineer.
- (4) The Project must have an eNOI for the Department and for the Contractor.
- (5) The Department approved SWPPP must be submitted to DEC and Local Government per CGP Part 2.1.2, Part 2.1.4, and Part 2.4.1.
- (6) The Contractor has transmitted to the Engineer an electronic copy ~~and at least one hardcopy~~ of the approved SWPPP.
- (7) The Delegation of Authority forms 25D-108 and 25D-107 for both the Contractor and Engineer are signed.
- (8) Main entrance signage must meet requirements of CGP Part 5.10.2.

Post notices on the outside wall of the Contractor's project office, and near the main entrances of the construction project. Protect postings from the weather. Locate postings so the public can safely read them without obstructing construction activities or the traveling public (for example, at an existing pullout). Do not use retroreflective signs for the SWPPP posting. Do not locate SWPPP signs in locations where the signs may be confused with traffic control signs or devices. Update the notices if the listed information changes.

- (9) Track precipitation according to CGP Part 7.3.9. Submit the method to track precipitation to the Engineer for approval.

(10) Complete all setup and training required to implement SWPPPTrack.

~~(9)~~(11) Complete the upload of the BMP inventory into SWPPPTrack.

b. During Construction

- (1) Delineate the site according to the CGP Part 4.2.1.
- (2) Install required BMPs according to the SWPPP prior to the initiation of ground disturbance.
- (3) Document subcontractors. Provide a copy of the SWPPP and the CGP to all subcontractors and utility companies before they begin soil disturbing activities, and verify they understand and comply with SWPPP and CGP and:
 - (a) Document all subcontractors and utility companies that may work on the site, according to the CGP Part 5.3.1, and SWPPP Section 1.2.
 - (b) Require subcontractors and utility companies to sign the SWPPP Subcontractor Certification (Form 25D-105). Include in the signed Form in the SWPPP Appendix E.
 - (c) Inform subcontractors and utility companies in a timely manner of SWPPP amendments that affect them. Coordinate with subcontractors and utility companies to protect BMPs, including temporary and final stabilization from damage.
 - (d) Notify the Engineer immediately if the actions of any utility company or subcontractor do not comply with the SWPPP and the CGP.
- (4) Provide ongoing training to all employees, subcontractors and utility companies, in according to the CGP Part 4.14. Training must:
 - (a) Be given no less than once a month during construction activity;

- (b) Be documented in the SWPPP Training Log using Form 25D-125. Include the training record in the SWPPP Appendix I.

(5) Protection and Restoration. Comply with Subsection 70-11.

(6) Good housekeeping measures to comply with the SWPPP and CGP 4.8.

(7) Control measures. Comply with the SWPPP and CGP Part 5.3.6 including:

- (a) Maintain BMPs.
- (b) Comply with requirements of the HMCP and SPCC Plan, if applicable and all local, state and federal regulations that pertain to the handling, storage, containment, cleanup, and disposal of petroleum products or other hazardous materials.
- (c) Keep the SWPPP and HMCP current (refer to Subsection 641-2.1.c, SWPPP Considerations and Contents).

c. Winter Construction

If winter construction activity occurs, the project must have appropriate BMPs in place CGP Part 4.12.2. Inspections can be reduced to once per month if the project meets the requirements in the CGP Part 6.2.4.

d. Storm Water Discharge Pollutant Reporting Requirements

If an incident of non-compliance occurs that may endanger health or the environment a report must be made, CGP, Appendix A, Part 3.4.

A permit non-compliance is considered any type of pollutant, such as turbidity or petroleum that enters storm water runoff and flows into a receiving water body, MS4, or wetland that is connected to waters of the U.S.

- (1) Immediately report the incident to the Engineer verbally;
- (2) Report to DEC verbally within 24 hours after the permittee becomes aware of the incident, and;
- (3) Report to DEC in writing within five days after the permittee becomes aware of the circumstances. To report in writing, complete the written noncompliance report on Form 25D-143, and file the written report with DEC. Coordinate the report with the Engineer. Include in the report:
 - (a) A description of the noncompliance and its causes;
 - (b) The exact dates and times of noncompliance;
 - (c) If not yet corrected the anticipated time the project will be brought back into compliance, and;
 - (d) The corrective action taken or planned to reduce, eliminate and prevent reoccurrence.
- (4) Notify the Engineer immediately if there is incident of noncompliance with COE Permits. The Engineer will notify the COE.

e. Hazardous Materials Reporting Requirements

Any release of a hazardous substance must be reported immediately to the Engineer as soon as the person has knowledge of the discharge.

Report spills of petroleum products or other hazardous materials to the Engineer and other agencies as required by law, and according to CGP Part 9.3.

- (1) To water; any amount released must be reported immediately to the Engineer, DEC, and the Coast Guard.
- (2) To land:
 - (a) Any release of a petroleum product in excess of 55 gallons must be reported as soon as the person has knowledge of the discharge CGP Part 9.3.2.
 - (b) Any release of a petroleum product in excess of 10 gallons but less than 55 gallons must be reported to the Engineer and must be reported to DEC within 48 hours after the person has knowledge of the discharge CGP Part 9.3.2.
 - (c) Any release of a petroleum product in excess of 1 gallon to 10 gallons must be recorded and logged and provided to DEC on a monthly basis.
- (3) Use the HMCP and SPCC Plan (if available) for contact information to report spills to regulatory agencies.
- (4) Implement measures to prevent the reoccurrence of and to respond to such releases.
- (5) Prior to disposal of contaminated material, submit a Contaminated Media Transport and Treatment Disposal Approval Form to DEC Spill Prevention and Response. Dispose as approved by DEC.

f. Corrective Action and Maintenance of BMPs

Implement maintenance as required by the CGP Part 4.13 and Part 8.0, SWPPP, and manufacturer's specifications, whichever is more restrictive.

- (1) Implement corrective action to comply with the CGP Part 8.0 and the SWPPP.
- (2) Corrective action deadlines and documentation:
 - (a) Corrective actions must be completed according to CGP Part 8.2.
 - (b) Document corrective actions in the Corrective Action Log (25D-112) according to the SWPPP, CGP Part 8.3 and Part 5.9.2.

If a different BMP is installed to correct the condition leading to the corrective action a SWPPP Amendment must be completed.
 - (c) If a corrective action is not completed according to the CGP 8.2, document the conditions in the Corrective Action Log, notify the Engineer, and implement the corrective action as soon as possible.

The Engineer may assign a new complete-by date using a Delayed Action Item Report, Form 25D-113 (DAIR Form), if the contractor is unable to complete the corrective action within the required timeframe. The DAIR Form can only be authorized and completed by the Engineer.

g. Stabilization

- (1) All Soil Stabilization requirements must be met in accordance with CGP Part 4.5 and the SWPPP.
- (2) When temporary or permanent seeding is required, provide a working hydro seeding equipment located within 100 miles of the project by road; with 1,000 gallon or more tank capacity, paddle agitation of tank, and the capability to reach the seed areas with a uniform mixture of water, seed, mulch and tackifier. If the project is located in an isolated community, the hydro-seeder must be located at the project.

- (3) Apply temporary seed and stabilization measures after preparing the surface to reduce erosion potential and to facilitate germination and growth of vegetative cover according to T-901.
- (4) Apply permanent seed and stabilization measures after land-disturbing activity has permanently ceased. Comply with the CGP, SWPPP, and items T-907, T-908 or T-920 as specified.
- (5) Incorporate final or temporary stabilization immediately after installing culverts or drainage structures to satisfy CGP Part 4.5, the SWPPP and the Engineer. Stabilize under any bridges, and in areas upstream and downstream of culverts, drainages and areas disturbed by related construction activities after installation, or before deactivating stream bypass or diversion.
- (6) Stabilization before Fall Freeze up and Spring Thaw.

Stabilize Construction Activities within the Project Zone with appropriate BMPs prior to the anticipated date of fall freeze up, in accordance with the SWPPP and CGP, Part 4.12.

Exceptions to stabilization prior to anticipated date of fall freeze up include:

- (a) Where temporary stabilization activities are precluded by snow cover or frozen ground conditions prior to the anticipated date of fall freeze up, stabilization measures must be initiated as soon as practicable following the actual spring thaw.
- (b) When winter construction activity is authorized by the Engineer and conducted according to the contract.

h. Ending CGP Coverage

- (1) The Engineer will determine the date that all the following conditions for ending CGP coverage have been met within the Project Zone:
 - (a) Land disturbing activities have ceased;
 - (b) Final Stabilization has been achieved on all portions of the Project Zone, according to the CGP 4.5.2 (including at Department furnished material sources, disposal sites, staging areas, equipment areas, etc.), and;
 - (c) Temporary BMPs have been removed.
- (2) After the Engineer has determined the conditions have been met for submitting an NOT in accordance to CGP Part 10.2, the Department will:
 - (a) Send written notice to the Contractor with the date that the conditions were met;
 - (b) Submit an eNOT to DEC within 30 days, and;
 - (c) Provide a copy of the eNOT and DEC's acknowledgement letter to the Contractor.
- (3) If the Contractor's CGP eNOI acreage includes Support Activities and any other areas where the Department is not an Operator, the Contractor may not be able to file an eNOT at the same time as the Department.
- (4) The Contractor must submit a copy of each signed eNOT and DEC's acknowledgement letter to the Department within three days of filing the eNOT or receiving a written response. Insert the eNOT and DEC acknowledgement letter in SWPPP Appendix Q.
- (5) The Contractor is responsible for coordinating local government inspections of work and ending permit coverage with local government. See Subsection 641-1.3.e for more information.

i. Ending BMP Maintenance in the Project Zone

The Contractor is responsible for continuing inspections, BMP maintenance and SWPPP updates until permit coverage is ended.

j. Transmit Final SWPPP

Transmit one electronic copy of the final SWPPP, including all SWPPP documents, to the Engineer, when the Contractor's eNOT is filed, or within 30 days of the Department's eNOT being filed, whichever is sooner.

641-3.2 SWPPP DOCUMENTS, LOCATION ON-SITE, AVAILABILITY, AND RECORD RETENTION.

The SWPPP and related documents maintained by the Contractor are the record for demonstrating compliance with the CGP. Copies of SWPPP documents transmitted to the Engineer under the requirements of this specification are informational and do not relieve the Contractor's responsibility to maintain complete records as required by the CGP and this specification.

Keep the SWPPP, HMCP and SPCC Plan if applicable at the on-site project office. If there is not an on-site project office, keep the documents at a locally available location that meets CGP requirements and is approved by the Engineer. Records may be moved to another office for record retention after the eNOTs are filed. Records may be moved to another office during winter shutdown. Update on-site postings if records are relocated during winter shutdown. Provide the Department with copies of all records.

Retain records and a copy of the SWPPP, for at least three years after the date of eNOT according to the CGP Part 9.4.

The SWPPP and related documents must be made available for review and copy, to the Department and other regulatory agencies that request them. See CGP Parts 5.10, 6.6 and 9.5.

641-3.3 SWPPP INSPECTIONS, AMENDMENTS, REPORTS, AND LOGS.

Perform inspections, prepare Inspection Reports, and prepare SWPPP Amendments in compliance with the SWPPP and the CGP using Department forms found at the DOT&PF Construction Forms website.

a. Inspection during Construction

Conduct Inspections according to the schedule and requirements of the SWPPP and CGP Part 6.0. When the project is on a 14 calendar day inspection frequency, conduct Post-Storm Event Inspections within 24 hours of the end of a storm event, as required, in addition to the 14 day predetermined inspection cycle.

Inspections required by the CGP and SWPPP must be performed by the Contractor's SWPPP Manager and the Department's Stormwater Inspector jointly, unless approved by the Engineer, when:

- (1) One of the inspectors is not on site, access is only by air, and weather delayed or canceled flights;
- (2) One of the inspectors is sick;
- (3) The project is on a reduced frequency inspection schedule with no staff on site, the only access to the site is by air, and it is economical to send only one inspector, or;
- (4) When the Engineer determines a safety concern that makes joint inspection impracticable.

When this is the case, the Operator who conducts the inspection must provide a copy of the Inspection Report to the other Operator within three days of the inspection date and document the date of the report transmittal in SWPPP Appendix K.

b. Inspection Reports

Use only the Department SWPPP Construction Site Inspection Report, Form 25D-100, to record inspections. Changes or revisions to Form 25D-100 are not permitted, except for adding or deleting data fields that list Location of Discharge Points and Site Specific BMPs. Complete all fields in the Inspection Report; do not leave any fields blank.

Refer to the DOT&PF Construction Forms webpage for instruction to complete Form 25D-100.

The Superintendent or SWPPP Manager must review and correct all errors within three days of the date of inspection.

Inspection Reports must be signed by the person described in the CGP Appendix A, Part 1.12 or by a duly authorized representative of that person. Only the Superintendent can certify the Inspection Form.

Insert a Complete-by-Date for each corrective action listed that complies CGP Part 8.2.

Provide a copy of the completed, unsigned Inspection Report to the Engineer by the end of the next business day following the inspection.

The Engineer may coordinate with the Superintendent to review and correct any errors or omissions before the Superintendent signs the report. Corrections are limited to adding missing information or correcting entries to match field notes and conditions present at the time the inspection was performed. The signed and certified Inspection Report must be provided to the Engineer on the same day the Superintendent signed the form.

The Engineer will sign and certify the Inspection Report and will return the original to the Contractor within three working days if compliant with the CGP and SWPPP.

If the Inspection Report is not compliant with the CGP or SWPPP the Engineer may make corrections after the Superintendent has signed and certified the Inspection Report. The Engineer will initial and date each correction. If the Engineer makes corrections, the Superintendent must recertify the Inspection Report by entering a new signature and date in the white space below the original signature and date lines. Send a copy of the recertified Inspection Report to the Engineer on the day it is recertified.

When a correction is required to an Inspection Report that was already certified by both the Superintendent and Engineer, follow directions given below:

If subsequent corrections are required for a certified Inspection Report 25D-100, document the corrections in an addendum memo that addresses only the omitted or erroneous portions of the original Inspection Report. The Superintendent and the Engineer must both sign and certify the updated Inspection Report and addendum memo. File the corresponding Inspection Report and memo in the SWPPP Appendix K and update the amendment log. The issuance of an addendum memo does not relieve the Contractor of liquidated damages that may have been incurred as a result of the error on the original certified inspection report.

c. Items and Areas to Inspect

Conduct inspections of all areas required by the CGP Part 6.4 and SWPPP.

d. Reduced Inspection Frequencies

Conduct inspections according to the inspection schedule indicated in the approved SWPPP. Any change in inspection frequency must be approved by the Engineer, and beginning and ending dates documented as an amendment to the SWPPP.

If the Engineer approves and the entire site is stabilized, the frequency of inspections may be reduced in accordance to the CGP Part 6.2.1. At actively staffed sites, inspect within two business days of the end of a storm event that results in a discharge from the site.

e. Winter Shutdown Inspection

Conduct winter shutdown inspection 14 calendar days after the anticipated fall freeze up date and conditions under the CGP Parts 4.12, 6.2.3, and the SWPPP are met. The Engineer may approve suspension of inspections and waive requirements for updating the Grading and Stabilization Activities Log and Daily Record of Rainfall Form during Winter Shutdown.

Inspections must resume on a regular frequency or reduced inspection frequency identified in the SWPPP, at least 21 days before anticipated spring thaw CGP Part 6.2.3. Resume updating the Daily Record of Rainfall Form at the start of the 21-day spring thaw inspection.

f. Inspection before Project Completion.

Conduct inspection to ensure Final Stabilization is complete throughout the Project, and temporary BMPs that are required to be removed are removed. Temporary BMPs that are biodegradable and are specifically designed and installed with the intent of remaining in place until they degrade, may remain in place after project completion if approved by the Project Engineer.

g. SWPPP Amendments and SWPPP Amendment Log

The SWPPP Amendment Log Form 25D-114 must be filled out by an individual who holds a current AK-CESCL, or equivalent certification. The Superintendent or the SWPPP Manager must sign and date amendments to the SWPPP and updates to the SWPPP Amendment Log.

SWPPP Amendments must be approved by the Engineer.

Amendments must occur:

- (1) Whenever there is a change in design, construction operation, or maintenance at the construction site that has or could cause erosion, sedimentation or the discharge of pollutants that has not been previously addressed in the SWPPP;
- (2) If an inspection identifies that any portion of the SWPPP is ineffective in preventing erosion, sedimentation, or the discharge of pollutants;
- (3) Whenever an inspection identifies a problem that requires additional or modified BMPs or a BMP not shown in the original SWPPP is added;
- (4) If the inspection frequency is modified (note beginning and ending dates);
- (5) When there is a change in personnel who are named in the SWPPP, according to Subsection 641-2.1.d.
- (6) When an inspection is not conducted jointly;
- (7) When a NOI modification is filed;
- (8) When a Noncompliance Report is filed with DEC.

Place all correspondence with DEC, EPA or MS4s in Appendix Q.

Amend the SWPPP as soon as practicable after any change or modification, but in no case later than seven days following identification of the need for an amendment. All SWPPP Amendments must have an amendment number, be dated, and signed.

Keep the SWPPP Amendment Log current. Prior to a scheduled inspection or submittal of an inspection, submit to the Engineer a copy of the pages of the Amendment Log that contain new entries since the last submittal. Include copies of any documents amending the SWPPP.

Keep the SWPPP Amendment Log in Appendix M.

h. Site Maps

Maintain site maps in accordance with CGP Part 5.3.5 and the SWPPP template 5.0. It is acceptable to have separate site maps for BMPs and grading and stabilization activities.

i. Corrective Action Log

The Superintendent and SWPPP Manager are the only persons authorized to make entries on the SWPPP Corrective Action Log, Form 25D-112.

The Corrective Action Log must document corrective actions required by the conditions listed in the CGP Part 8.0. Document the need for corrective action within 24 hours of either:

- (1) Identification during an inspection, or;
- (2) Discovery by the Department's or Contractor's staff, a subcontractor, or a regulatory agency inspector;
- (3) If a corrective action is discovered outside of an inspection, update the log with the date of discovery, the proposed corrective action, and the date the corrective action was completed.

Keep the Corrective Action Log current and submit a copy to the Engineer prior to performing each scheduled SWPPP Inspection.

Keep the Corrective Action Log in Appendix J of the SWPPP.

j. Grading and Stabilization Activities Log

The Superintendent and SWPPP Manager are the only persons authorized to date and initial entries on the SWPPP Grading and Stabilization Activities Log, Form 25D-110. Use the SWPPP Grading and Stabilization Activities Log, to record land disturbance and stabilization activities.

Keep the Grading and Stabilization Activities Log current and submit a copy to the Engineer prior to performing each scheduled SWPPP Inspection. Keep the Grading and Stabilization Activities Log organized and completed to demonstrate compliance with the CGP Part 4.5.

Keep the Grading and Stabilization Activities Log in Appendix G of the SWPPP.

k. Daily Record of Rainfall

Use SWPPP Daily Record of Rainfall, Form 25D-115 to comply with CGP Part 7.3.9. Submit a copy to the Engineer with each completed Inspection Report. Keep the Daily Record of Rainfall current in Appendix N of the SWPPP. For projects on a 14-day inspection frequency or reduced inspection frequency, SWPPPTrack will generate a precipitation alert for storm events that produce more than 0.5 inch of rainfall in 24 hours. If a storm event does not produce a discharge from the project zone, submit an explanation in response to the SWPPPTrack precipitation alert.

I. Staff Tracking Log

Use the SWPPP Project Staff Tracking Form 25D-127, to identify project staff that are required to be AK-CESCL certified or hold an equivalent qualification CGP Appendix C. Complete this form to document the following positions; Superintendent, SWPPP Manager, Engineer, DOT&PF Stormwater Inspector, and when positions have changed in personnel, either permanent or temporary. Update the SWPPP Project Staff Tracking Form within 24-hours of any changes in personnel, qualifications, or other staffing items related to administration of the CGP or Item P-641.

641-3.4 FAILURE TO PERFORM WORK.

The Engineer has authority to suspend work and withhold monies according to Subsections 50-01 and 80-06 for the reasons listed under Subsection 80-06 and for an incident of noncompliance with the CGP or SWPPP that may endanger health or the environment or for failure to perform work related to Item P-641.

a. An incident of noncompliance includes, but is not limited to, the Contractor's failure to:

- (1) Obtain appropriate permits before Construction Activities occur;
- (2) Perform SWPPP administration;
- (3) Perform timely inspections;
- (4) Update the SWPPP;
- (5) Transmit updated SWPPP, Inspection Reports, and other updated SWPPP forms to the Engineer;
- (6) Maintain effective BMPs to control erosion, sedimentation, and pollution in accordance with the SWPPP, the CGP, and applicable local, state, and federal requirements;
- (7) Perform duties according to the requirements of Item P-641;
- (8) Meet requirements of the CGP, SWPPP, or other permits, laws, and regulations related to erosion, sediment, or pollution control, or;
- (9) Any other requirements established or included in the contract.

b. No additional Contract time or additional compensation will be allowed due to delays caused by the Engineer's suspension of work.

641-3.5 ACCESS TO WORK.

The Project, including any related off-site areas or support activities, must be made available for inspection, or sampling and monitoring, by the Department and other regulatory agencies. See CGP Part 6.6.

METHOD OF MEASUREMENT

641-4.1 See Section 90 and as follows:

Items P641.010.0000, P641.030.0000, and P641.070.0000, and ~~P641.090.0000~~ are lump sum.

Items P641.020.0000, P641.040.0000, and P641.050.0000, ~~P641.080.0000 and P641.100.0000~~ will be measured on a contingent sum basis as specified by the Directive authorizing the work.

Item P641.060.0000 will be measured on a contingent sum basis with withholding determined by the Department.

TABLE 641-1 BMP VALUES – RESERVED

Liquidated Damages assessed according to Table 641-2 are not an adjustment to the Contract amount. These damages charges are related to Contract performance but are billed by the Department to the Contractor, independent of the Contract amount. An amount equal to the Liquidated Damages may be withheld for unsatisfactory performance, from payment due under the Contract, until the Contractor remits payment for billed Liquidated Damages.

**TABLE 641-2 - VERSION C
EROSION, SEDIMENT AND POLLUTION CONTROL – LIQUIDATED DAMAGES**

Code	Specification Section Number and Description	Deductible Amount in Dollars	Cumulative Deductible Amounts in Dollars
A	641-1.4 Failure to have a qualified (AK-CESCL or equivalent) SWPPP Manager	Calculated in Code B or F	
B	Failure to meet SWPPP requirements of: (1) 641-2.1a Name of SWPPP Preparer (2) Not Applicable (3) 641-3.3h Sign and Date SWPPP amendments by qualified person (4) 641-3.2 Records maintained at project and made available for review	\$750 per omission	
C	Not Applicable		
D	641-3.3.e Failure to stabilize a Project prior to fall freeze up.	\$5,000 per Project per year	
E	641-2.1a Failure to conduct pre-construction inspections before Construction Activities on all projects greater than 1 acre.	\$2,000 per Project	
F*	641-3.3. Failure to conduct and record CGP Inspections 641-3.3a Personnel conducting Inspections and Frequency 641-3.3b Inspection Reports, use Form 25D-100, completed with all required information	\$750 per Inspection	Additional \$750 for every additional 7 day period without completing the required inspection.
G	641-3.1d Corrective action, failure to timely accomplish BMP maintenance and/or repairs. In effect until BMP maintenance and/or repairs is completed.	\$500 per Project per day	
H	641-3.1c Failure to provide to the Engineer and DEC a timely oral noncompliance report of violations or for a deficient oral noncompliance report	\$750 for the first day the report is late or deficient	Additional \$750 for every 14 day period with- out the required information
I	641-3.1c Failure to provide to the Engineer and DEC a timely written noncompliance report, use Form 25D-143, of violations or for a deficient written noncompliance report	\$750 for the first day the report is late or deficient	Additional \$750 for every 14 day period without the required information
J	641-3.4 Failure to comply with the requirements of the CGP, approved SWPPP, and Item P-641, except as listed above	\$750 per occurrence for the first day of noncompliance	Additional \$750 for every day the deficiency remains uncorrected

Code F* Liquidated Damages according to Code F will not be billed for typographic errors and minor data entry errors, except the liquidated damages will be assessed for these errors when:

- (1) the Contractor has previously been notified and subsequent inspection reports repeat the same or similar error,
- (2) multiple inspection reports are submitted after the submission due date and the same or similar errors are repeated on multiple overdue reports,
- (3) an error in recording the inspector's AK-CESCL certification date results in an inspector performing the inspection during a period when their certification was lapsed or was otherwise invalid.

BASIS OF PAYMENT

641-5.1 See Subsection 641-3.4 Failure to Perform Work, for additional work and payment requirements.

Item P641.010.0000 Erosion, Sediment and Pollution Control Administration. At the Contract lump sum price for administration of all work under this Section. Includes, but is not limited to, SWPPP and HMCP and SPCC Plan preparation, agency fees for SWPPP reviews, SWPPP amendments, pre-construction inspections, inspections, monitoring, reporting, and recordkeeping or copying records related to the SWPPP and required by the CGP, and record retention.

Item P641.020.0000 Temporary Erosion, Sediment and Pollution Control. At the contingent sum prices specified for all labor, supervision, material, equipment, and incidentals to install, maintain, remove and dispose of approved temporary erosion, sedimentation, and pollution control BMPs required to implement the SWPPP and SPCC Plan.

Item P641.030.0000 Temporary Erosion, Sediment and Pollution Control. At the Contract lump sum price for all labor, supervision, material, equipment, and incidentals to install, maintain, remove and dispose of temporary erosion, sedimentation, and pollution control BMPs identified in the SWPPP and SPCC Plan.

Item P641.040.0000 Temporary Erosion, Sediment and Pollution Control Additives. At the contingent sum prices specified in the Directive to authorize the work, for all labor, supervision, materials, equipment, and incidentals for extra, additional, or unanticipated work, to install, maintain, remove and dispose of temporary erosion, sedimentation, and pollution control BMPs not covered by Item P641.030.0000. All additional Erosion, Sediment, and Pollution Control Administration necessary due to this item will not be paid for separately but will be subsidiary to other bid items.

Item P641.050.0000 Temporary Erosion, Sediment and Pollution Control by Directive. At the contingent sum prices specified in the Directive using time and materials to authorize the work, for all labor, supervision, materials, equipment, and incidentals to install, maintain, remove and dispose of temporary erosion, sedimentation, and pollution control BMPs. Prices for this item will be by time and materials according to Subsection 90-05, or by mutual agreement between the Engineer and Contractor. All additional Erosion, Sediment, and Pollution Control Administration necessary due to this item will not be paid for separately but will be subsidiary to other bid items.

Item P641.060.0000 Withholding. The Engineer may withhold an amount equal to Liquidated Damages, assessed according to Item P-641, from payment due the Contractor. Liquidated Damages for violations of the Contract, CWA, CGP, are determined by the Engineer according to Table 641-2. The Engineer may withhold payment due the Contractors until the Contractor pays the Liquidated Damages to the Department.

The Department will not release performance bonds until Liquidated Damages assessed according to Item P-641 are paid to the Department, and all requirements according to Subsection 30-05 are satisfied.

Item P641.070.0000 SWPPP Manager. At the Contract lump sum price for a SWPPP Manager that conforms to this specification. When Item P641.070.0000 appears in the Bid Schedule, the SWPPP Manager must be a different person than the superintendent, and must be physically present during construction activity with duties and authority as described in Subsection 641-2.4. When Item P641.070.0000 does not appear in the Bid Schedule, the SWPPP Manager is subsidiary to Item P641.010.0000.

Item P641.110.0000 SWPPPTrack. Payment for purchasing and contracting with SWPPPTrack AK LTD for the use of the SWPPPTrack software application and services will be based on paid receipts plus a 5 percent markup.

Subsidiary Items. Temporary erosion, sediment and pollution control measures that are required outside the Project Zone are subsidiary. Work required by the HMCP and SPCC Plan including hazardous material storage, containment, removal, cleanup and disposal, are subsidiary to Item P641.010.0000 Erosion, Sediment and Pollution Control Administration.

Work under other pay items. Work that is paid for directly or indirectly under other pay items will not be measured and paid for under Item P-641. This work includes but is not limited to:

- a. Dewatering;
- b. Shoring;
- c. Bailing;
- d. Permanent seeding;
- e. Installation and removal of temporary work pads;
- f. Temporary accesses;
- g. Temporary drainage pipes and structures;
- h. Diversion channels;
- i. Settling impoundment, and;
- j. Filtration.

Permanent erosion, sediment and pollution control measures will be measured and paid for under other Contract items, when shown on the bid schedule.

Work at the Contractor's Expense. Temporary erosion, sediment and pollution control measures that are required due to carelessness, negligence, or failure to install temporary or permanent controls as scheduled or ordered by the Engineer, or for the Contractor's convenience, are at the Contractor's expense.

Payment will be made under:

- Item P641.010.0000 Erosion, Sediment and Pollution Control Administration – per lump sum
- Item P641.020.0000 Temporary Erosion, Sediment and Pollution Control – per contingent sum
- Item P641.030.0000 Temporary Erosion, Sediment and Pollution Control – per lump sum
- Item P641.040.0000 Temporary Erosion, Sediment and Pollution Control Additives – per contingent sum
- Item P641.050.0000 Temporary Erosion, Sediment and Pollution Control by Directive – per contingent sum
- Item P641.060.0000 Withholding – per contingent sum
- Item P641.070.0000 SWPPP Manager – per lump sum
- Item P641.110.0000 SWPPPTrack – per contingent sum**

SECTION 641
EROSION, SEDIMENT, AND POLLUTION CONTROL

641-1.02 DEFINITIONS. *In HSM20-38, add the following definition:*

SWPPPTRACK. Software subscription service version **SWPPPTrack DOT AK** developed and provided by **SWPPPTrack AK LTD**, for use on construction projects that require coverage under the APDES CGP.

641-1.03 PLAN AND PERMIT SUBMITTALS. *In HSM20-38, item 1. Storm Water Pollution Prevention Plan. delete “and one hard copy” in the first and second paragraphs.*

In HSM20-38, item 3. Spill Prevention, Control, and Countermeasure Plan. delete “and one hard copy” in the first sentence.

In HSM20-38, item 4. CGP Coverage. delete “one hard copy and” from the last paragraph.

641-1.05 SIGNATURE/CERTIFICATION REQUIREMENTS AND DELEGATIONS. *In HSM20-38, replace item 4. with the following:*

4. Signatures and Initials. Where documents are completed in SWPPPTrack, utilize SWPPPTrack to sign and initial documents. When documents are not completed in SWPPPTrack (e.g. Form 25D-111 SWPPP Certification for Contractor), upload scanned copies after signing and initialing the documents into SWPPPTrack.

In HSM20-38, add the following subsection:

641-1.08 USE OF SWPPPTRACK. The Contractor is responsible for purchasing and contracting with **SWPPPTrack AK LTD** for the use of the SWPPPTrack software application and services until final stabilization is achieved and the eNOT has been completed. Contact SWPPPTrack Alaska Support at (888)401-1993 or AKSupport@SWPPPTrack.com for project fees, setup coordination, device requirements, and training.

Perform and document all inspections required by the CGP and the SWPPP with SWPPPTrack and populate all inspection fields accurately to represent current project conditions. Complete the following forms using SWPPPTrack:

1. SWPPP Construction Site Inspection Report (25D-100)
2. SWPPP Grading & Stabilization Activities Log (25D-110)
3. SWPPP Corrective Action Log (25D-112)
4. SWPPP Amendment Log (25D-114)
5. SWPPP Daily Record of Rainfall (25D-115)
6. SWPPP Training Log (25D-125)
7. SWPPP Project Staff Tracking (25D-127)

641-3.01 CONSTRUCTION REQUIREMENTS. *In HSM20-38, item 1. Before Construction., in item f. delete “and at least one hardcopy”.*

Add the following to item 1. Before Construction:

- j. Complete all setup and training required to implement SWPPPTrack.
- k. Complete the upload of the BMP inventory into SWPPPTrack.

Add the following to item 10. Transmit final SWPPP: Collate all documents into a single electronic file before transmittal.

641-3.03 SWPPP INSPECTIONS, AMENDMENTS, REPORTS, AND LOGS. *In HSM20-38, item add the following to item 11. Daily Record of Rainfall.:* For projects on a 14-day inspection frequency or reduced inspection frequency, SWPPPTrack will generate a precipitation alert for storm events that produce more than 0.5 inch of rainfall in 24 hours. If a storm event does not produce a discharge from the project zone, submit an explanation in response to the SWPPPTrack precipitation alert.

641-5.01 BASIS OF PAYMENT. Add the following: Item 641.0008. SWPPPTrack. Payment for purchasing and contracting with SWPPPTrack AK LTD for the use of the SWPPPTrack software application and services will be based on paid receipts plus a 5 percent markup.

Add the following pay item:

PAY ITEM		
Item Number	Item Description	Unit
641.0008.	SWPPPTrack	CS