



Purchasing Division

ADDENDUM NO. 1

DATE: December 8, 2017
FROM: City of Grand Junction Purchasing Division
TO: All Offerors
RE: Lewis Wash Bridge Replacement IFB-4426-17-DH

Offerors responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

1. Contractor required CDOT forms attached for inclusion with Contractor's bid submittals.

The original solicitation for the project noted above is amended as noted.

All other conditions of subject remain the same.

Respectfully,

A handwritten signature in black ink, appearing to read "Duane Hoff Jr.", written over a horizontal line.

Duane Hoff Jr., Senior Buyer
City of Grand Junction, Colorado

GOOD FAITH EFFORT REPORT

Section 1. Contractor and Project Information

Bidder:		Project:	
Address:		Project Code:	
Contact Name:		Proposal Amount:	
Contact Phone:		Contract Goal Percentage:	
Contact Email:		Contract Goal Dollar Value:	

Section 2. Efforts to Achieve DBE Participation. Attach a narrative that answers the questions below and complete Page 2 (Subcontractor Quote Summary). Provide any supporting documentation which demonstrates your good faith efforts.

- a. Describe your overall plan or approach to meeting the contract goal. Include how much and what work you intend to self-perform; how much and what work you intend to subcontract; what work areas were identified as subcontracting opportunities for DBEs; and the approximate number of DBEs per area.
- b. Describe your efforts to obtain DBE participation (i.e. how you attempted to execute your plan or approach to meeting the contract goal). Include direct outreach (state the DBE solicited, date(s) and method of phone, email or fax); indirect outreach such as events, publications, and/or communication with minority and other organizations that you conducted to reach DBEs (state date(s), location and audience); other efforts you made to assist DBEs in competing for or obtaining contracts (accepting quotes from DBEs that may be higher than other subcontractors, modifications to contract scopes, unbundling, mentoring, etc.); and obstacles you encountered in assisting or contracting with DBEs. Cost alone shall not be a reason to reject a DBE and will be considered in the evaluation of Page 2.
- c. If the eligible participation submitted on the Form 1414 was miscalculated, determined to be invalid, or otherwise did not meet the contract goal, provide your justification for such deficiencies and the remedies you have taken or intend to take to avoid the issue in the future. If you have obtained any additional commitments since submission of the bid, attach the Form 1415(s) and the reason why such commitments were not obtained prior to the proposal due date.

Section 3. Affidavit of Good Faith Efforts. The Bidder must show that it took all necessary and reasonable steps to achieve the DBE contract goal which by their scope, intensity and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if not fully successful. 49 CFR Part 26, Appendix A sets forth examples and guidance for good faith efforts. The contractor is not limited to the examples provided in 49 CFR Part 26, Appendix A and may provide any documentation that demonstrates good faith efforts to obtain DBE participation on this contract.

If, at any time, CDOT has reason to believe that any person or firm has willfully and knowingly provided incorrect information or made false statements, CDOT may initiate suspension or debarment proceedings against the person or firm under 49 CFR Part 29, take enforcement action under 49 CFR Part 31, Program Fraud and Civil Remedies, and/or refer the matter to the Department of Justice or Office of the Inspector General for criminal prosecution under 18 U.S.C. 1001, which prohibits false statements in Federal program.

By signing below, the Bidder hereby affirms that it has made good faith efforts and has documented all such efforts in this form and the attached supporting documentation.

I, _____, am the _____ of _____.

Representative Name Title Company

I have the authority to make this affidavit for and on behalf of my company. All information provided herein and attached as evidence of my company's good faith efforts is true and accurate to the best of my belief.

Signature Date

Notarization: Must be completed by a licensed notary.

County of _____ State of _____

SEAL

Subscribed and sworn before me this _____ day of _____

Notary Signature _____

Notary Address _____

CDOT projects: Submit this form and all supporting documentation to the CDOT Civil Rights and Business Resource Center via fax to (303)757-9019. All originals must be sent to: CDOT Civil Rights and Business Resource Center, 4201 E. Arkansas Ave. Room 150, Denver, CO 80222.

Local agency projects: Submit this form and all supporting documentation to the local agency. All originals must be sent to: CDOT Civil Rights and Business Resource Center, 4201 E. Arkansas Ave. Room 150, Denver, CO 80222.

Subcontractor Quote Summary (Attach additional pages if necessary.)

Subcontractor	DBE (Y/N)	Work Type(s)	Quote Amount	Selected (Y/N)	Reason

COMMITMENT CONFIRMATION

SECTION 1. This section must be completed by the Contractor.

Project:		Project Code:	
Bidder/Contractor:		Phone:	
Contact:		Email:	
DBE Firm Name:		DBE Phone:	
DBE Address:		DBE Email:	

Commitment Details

Category	Work to be Performed	DBE Work Code(s)	Commitment Amount	Eligible Participation
Construction				
Trucking				
Supplies				
Services				
Total				

This section must be signed by an individual with the power to contractually bind the Bidder/Contractor. You declare under penalty of perjury in the second degree and any other applicable state or federal laws that the statements made in this document are complete, true and accurate to the best of your knowledge.

Bidder/Contractor Representative	Title	Signature	Date
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SECTION 2. This section must be completed by the DBE. (Attach additional pages if necessary).

This document is not a contract with the Bidder/Contractor; it is an acknowledgement of the obligation that the Bidder/Contractor is making to CDOT. The amounts listed above may be less than the subcontractor or purchase order amount, but can never be more, and shall not reflect any mark up by the Bidder/Contractor. **All questions must be answered.**

Are you contracting directly with the Bidder/Contractor or with one of its subcontractors? If with a subcontractor, provide the firm name.	
Will you be purchasing supplies or materials or leasing or renting equipment from the Bidder/Contractor or its subcontractors? If so, explain.	
Do you intend to subcontract any portion of the work listed above? If yes, state to which firms, what work and the approximate amount. Include trucking subcontractors and owner-operators.	
Will you be providing trucking services on this project? If so, state how many of your own trucks and employees you will have on this project.	
Who within your firm will be supervising and responsible for your firm's work on this project?	
Will you be acting as a broker on this project? If so, state what you will be brokering and your approximate brokerage fee.	
Will you be acting as a supplier on this project? If so, please state what you will be supplying and whether you will manufacture the items.	

This section must be signed by an individual with the power to contractually bind the DBE. You declare under penalty of perjury in the second degree and any other applicable state or federal laws that the statements made in this document are complete, true and to the best of your knowledge. You attest that you are eligible to participate as a DBE on this contract for the work listed above and have the capacity to perform the work as stated.

DBE Representative	Title	Signature	Date

See the DBE Standard Special provision for additional information on completing and submitting this form.

Pre-award CDOT projects: Submit this form to the CDOT Civil Rights and Business Resource Center via fax to (303)757-9019. All originals must be sent to: CDOT Civil Rights and Business Resource Center, 4201 E. Arkansas Ave. Room 150, Denver, CO 80222.

Pre-award local agency projects: Submit this form to the local agency. All originals must be sent to: CDOT Civil Rights and Business Resource Center, 4201 E. Arkansas Ave. Room 150, Denver, CO 80222.

ANTICIPATED DBE PARTICIPATION PLAN

Bidder:		Project:	
Contact:		Project Code:	
Phone:		Date of Proposal:	
Email:		Contract Goal:	
Preferred Contact Method:		Region:	

DBE Commitments

DBE Firm Name	Work to Be Performed	Commitment Amount	Eligible Participation
Total Eligible Participation			
Total Bid Amount			
Total Eligible Participation Percentage			

Total Eligible Participation			
Total Bid Amount			
Total Eligible Participation Percentage			

Bidder Signature

This section must be signed by an individual with the authority to bind the Bidder. By signing this form, as an authorized representative of the Bidder, you declare under penalty of perjury in the second degree and any other applicable state or federal laws that the statements made in this document are true and complete to the best your knowledge. Further, you attest that you have read the Standard Special Provision Disadvantaged Business Enterprise Requirements and understand the following:

CDOT shall not award a contract until it has been determined that the contract goal has been met or that you have otherwise demonstrated good cause. Once your proposal has been submitted, commitments may not be modified or terminated without the approval of CDOT. If selected as the lowest apparent bidder, you shall submit a Form 1415 for each commitment listed above. If you have not met the contract goal, you will also be required to submit documentation of all good faith efforts to meet the contract goal.

It is your responsibility to ensure that the selected DBEs are certified for the work to be performed and that their eligible participation has been properly counted. For additional information and instructions on calculating eligible participation, see the Standard Special Provision Disadvantaged Business Enterprise Requirements.

Name	Title	Signature	Date

COLORADO DEPARTMENT OF TRANSPORTATION

BIDDERS LIST

Project Name/Description	Project Number	Project Code/ SubAccount	Proposal Date

Contractor	Region
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Subcontractors/Suppliers/Vendors: The bidder must list all firms seeking to participate on the contract. This information is used by the Colorado Department of Transportation (CDOT) to determine overall goals for the Disadvantaged Business Enterprise Program. Failure to submit this form may result in the proposal being rejected.

Firm Name	Email	Work Proposed (Select all that apply)	DBE (Y/N)	Selected (Y/N)

I certify that the information provided herein is true and correct to the best of my knowledge.

Name	Signature/Initials	Title	Date
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Work Proposed Categories:

- | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> 1. Materials and Supplies 2. Flagging and Traffic Control 3. Trucking and Hauling 4. Precast Concrete, Foundations, and Footings 5. Concrete Paving, Flatwork and Repair 6. Lighting and Electrical 7. Signs, Signal Installation, and Guardrail 8. Fencing 9. Buildings and Vertical Structures 10. Utility, Water and Sewer Lines | <ul style="list-style-type: none"> 11. Structural Steel and Steel Reinforcement 12. Riprap and Anchored Retaining Walls 13. Landscape and Erosion Control 14. Bridge and Bridge Deck Construction 15. Asphalt Paving 16. Road and Parking Lot Marking 17. Chip Seal, Crack Seal, Joint Seal and Crack Fill 18. Bridge Painting and Coating 19. Stairway and Ornamental Metal 20. Parking Lots and Commercial Sidewalks | <ul style="list-style-type: none"> 21. Clearing, Demolition, Excavation and Earthwork 22. Engineering and Surveying Services 23. Public Relations and Involvement 24. Piles and Deep Foundations 25. Waste Management and Recycling 26. Site Clean Up 27. Mechanical and HVAC 28. Tunnel Construction 29. Profiling and Grinding 30. Environmental Health and Safety |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

This form must be submitted by the proposal deadline. For CDOT projects, submit to cdot_hq_dbefirms@state.co.us.

**COLORADO DEPARTMENT OF TRANSPORTATION
ASSIGNMENT OF ANTITRUST CLAIMS**

PROJECT NO.

Contractor and Colorado Department of Transportation (CDOT) recognize that in actual economic practice antitrust violations ultimately impact on CDOT. Therefore, for good cause and as consideration for executing this contract and for receiving payments hereunder:

1. Contractor hereby irrevocably assigns to CDOT any and all claims it may now have or which may hereafter accrue to it under federal or state antitrust laws in connection with the particular project, goods or services purchased or acquired by CDOT pursuant to this contract.
2. Contractor hereby expressly agrees:
 - a. That, upon becoming aware that a third party has commenced a civil action asserting on Contractor's behalf an antitrust claim which has been assigned to CDOT hereunder, Contractor shall immediately advise in writing:
 - (1) Such third party that the antitrust claim has been assigned to CDOT, and
 - (2) CDOT that such civil action is pending and of the date on which, in accordance with subparagraph a. (1) above, Contractor notified such third party that the antitrust claim had been assigned to CDOT;
 - b. To take no action which will in any way diminish the value of the claims or rights assigned or dedicated to CDOT hereunder; and
 - c. Promptly to pay over to CDOT its proper share of any payment under an antitrust claim brought on Contractor's behalf by any third party and which claim has been assigned to CDOT hereunder.
3. Further, Contractor agrees that in the event it hires one or more subcontractors to perform any of its duties under the contract, Contractor shall require that each such subcontractor:
 - a. Irrevocably assign to CDOT (as a third party beneficiary) any and all claims that such subcontractor may have or which may thereafter accrue to the subcontractor under federal or state antitrust laws in connection with any goods or services provided by the subcontractor in carrying out the subcontractor's obligations to Contractor;
 - b. Upon becoming aware that a third party has commenced a civil action on the subcontractor's behalf asserting an antitrust claim which has been assigned to CDOT hereunder, shall immediately advise in writing:
 - (1) Such third party that the antitrust claim has been assigned to CDOT, and
 - (2) Contractor and CDOT that such civil action is pending and of the date on which, in accordance with subparagraph b. (1) above, the subcontractor notified such third party that the antitrust claim had been assigned to CDOT;
 - c. Take no action which will in any way diminish the value of the claims or rights assigned or dedicated to CDOT hereunder; and
 - d. Promptly pay over to CDOT its proper share of any payment under an antitrust claim brought on the subcontractor's behalf by any third party and which claim has been assigned or dedicated to CDOT pursuant hereto.

I, acting in my capacity as officer of a bidder (bidders if a joint venture) do agree to the above assignment of antitrust claims.

Contractor's firm or company name	By	Date
	Title	
2nd contractor's firm or company name. (If joint venture.)	By	Date
	Title	

**COLORADO DEPARTMENT OF TRANSPORTATION
ANTI-COLLUSION AFFIDAVIT**

PROJECT NO.

LOCATION

I hereby attest that I am the person responsible within my firm for the final decision as to the price(s) and amount of this bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement for the purpose or with the effect of restricting competition with any other firm or person who is a bidder or potential prime bidder.
- 2A. Neither the price(s) nor the amount of this bid have been disclosed to any other firm or person who is a bidder or potential prime bidder on this project, and will not be so disclosed prior to bid opening.
- 2B. Neither the prices nor the amount of the bid of any other firm or person who is a bidder or potential prime bidder on this project have been disclosed to me or my firm.
- 3A. No attempt has been made to solicit, cause or induce any firm or person who is a bidder or potential prime bidder to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
- 3B. No agreement has been promised or solicited for any other firm or person who is a bidder or potential prime bidder on this project to submit an intentionally high, noncompetitive or other form of complementary bid on this project.
4. The bid of my firm is made in good faith and not pursuant to any consultation, communication, agreement or discussion with, or inducement or solicitation by or from any firm or person to submit any intentionally high, noncompetitive or other form of complementary bid.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase or sale of materials or services from any firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by any firm or person to refrain from bidding or to submit any intentionally high, noncompetitive or other form of complementary bid or agreeing or promising to do so on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any other project, in consideration for my firm's submitting any intentionally high, noncompetitive or other form of complementary bid, or agreeing or promising to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, or other conduct inconsistent with any of the statements and representations made in this affidavit.
8. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as a fraudulent concealment from the Colorado Department of Transportation, of the true facts relating to submission of bids for this contract.

I DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE, AND ANY OTHER APPLICABLE STATE OR FEDERAL LAWS, THAT THE STATEMENTS MADE ON THIS DOCUMENT ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

Contractor's firm or company name

By

Date

Title

2nd contractor's firm or company name. (If joint venture.)

By

Date

Title

Sworn to before me this

day of,

20

Notary Public

My commission expires

NOTE: This document must be signed in ink.

**COLORADO DEPARTMENT OF TRANSPORTATION
CONTRACTORS PERFORMANCE CAPABILITY STATEMENT**

Project #

1. List names of partnerships or joint ventures none

2. List decreases in the contractors fiscal or workmanship qualifications compared to the last prequalification statement submitted to CDOT. (Attach additional sheets if necessary.)

a. Key personnel changes none

b. Key equipment changes none

c. Fiscal capability changes (legal actions, etc.) none

d. Other changes that may effect the contractors ability to perform work. none

I DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE, AND ANY OTHER APPLICABLE STATE OR FEDERAL LAWS, THAT THE STATEMENTS MADE ON THIS DOCUMENT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE

Contractor's firm or company name

By

Date

Title

2nd Contractor's firm or company name (if joint venture)

By

Date

Title

COLORADO DEPARTMENT OF TRANSPORTATION
SUBLET PERMIT APPLICATION

Total Original Contract Amount:		Prime Contractor Name:		Project Code:	
Total % Sublet (in hundredths):	#DIV/0!	Contact Name:		Federal Number:	
		Contact Phone #:			
		Contact Email:			

Subcontract Information

Subcontractor Name:		Subcontract #:		Tier #:	
Subcontractor Address:		If tier, to what subcontractor:			
Contact:		Substitute 205 (Y/N)? If Y, then for what subcontract:			
Email:		Phone:			

Project Type Local Agency Maintenance

WBS Element or Proposal Line #	Item Code	Item Description	Unit of Measure	Location (for Design Builds Only)	Exempt Y/N	Quantity	Subcontractor Unit Price	Total Amount Sublet
								\$ -
								\$ -
								\$ -
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Subtotal from page 1 and 2:								\$ -
Subtotal less exempt items from page 1 and 2:								\$ -
Total amount of this sublet:								\$ -
Previous amount sublet under the Contract:								\$ -
Total amount of contract sublet:								\$ -
Percent of contract sublet:								#DIV/0!

DBE/ESB Participation Verification:

DBE, ESB (check all that apply)	<input type="checkbox"/> DBE	<input type="checkbox"/> ESB	Substitute DBE (Y/N):		<input type="checkbox"/> Yes <input type="checkbox"/> No
Supplier (check all that apply)	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Dealer	<input type="checkbox"/> Broker	Broker fee:	If Y, to what DBE:
Applicable DBE Work Codes (Six digit code + descriptor):					

The Prime Contractor and the subcontractor attest to the following:

The contractor and subcontractor have executed a subcontract or service agreement for the work or supplies listed above. On Federal-Aid projects, the fully executed written subcontract or service agreement includes a copy of the FHWA form 1273. The subcontractor shall not commence work until the Engineer approves this Sublet Permit Application.

The Prime Contractor and subcontractor shall:

- Make partial payments to subcontractors and/or suppliers in accordance with subsection 109.06 and C.R.S. 24-91-103(2), the "Prompt Payment" statute.
- Promptly notify subcontractors and/or suppliers of any reason for delaying partial payments.
- Provide a copy of the monthly estimate to subcontractors who perform work for which payment was made.

I certify under penalty of perjury in the second degree, and other applicable state or federal laws, that the statements made on this document are true and complete to the best of my knowledge.

Contractor Signature: _____	Name: _____	Date: _____
Tier #1 Subcontractor Signature: _____	Name: _____	Date: _____
Tier #2 Subcontractor Signature: _____	Name: _____	Date: _____
Tier #3 Subcontractor Signature: _____	Name: _____	Date: _____

Subcontract Approval - The application is approved subject to the terms of the Prime Contractor's Contract with CDOT. Nothing in this application shall create a contractual relationship between CDOT and the subcontractor. CDOT approval of this application is not an endorsement of the subcontractor and does not relieve the Prime Contractor of any responsibilities under the Contract with CDOT.

Project Engineer Signature: _____	Name: _____	Date: _____
Region Civil Rights Office: _____	Name: _____	Date: _____

RCRO Notes:

Stormwater Management Field Daily Inspection Report

In accordance with the Project Special Provision daily stormwater compliance inspections are required on all projects holding a Colorado Discharge Permit System – Stormwater Construction Permit (CDPS-SCP).

This form is to be used as the daily diary to evaluate BMPs used during construction activities.

See the instructions for more information.

Date:	Project number:	Sub-account number:
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The entire site shall be inspected to determine whether BMPs are being implemented and maintained in accordance with the project's site specific SWMP and the CDPS-SCP. The SWMP Administrator or Erosion Control Inspector (ECI) or Superintendent shall identify if additional BMPs are needed, can be removed, or need maintenance. The **condition** of the currently used BMPs shall be recorded, using one or more of the following letters: **(I)** Incorrect Installation; **(M)** Maintenance is needed; **(F)** BMP failed to operate; **(A)** Additional BMP is needed; **(R)** Remove BMP. Only BMPs with the conditions above need be recorded. (Use the extra page at the end of this form if needed.)

The Project Engineer will approve and the Superintendent shall direct the work associated with any BMPs identified in this daily log to ensure compliance with the site specific SWMP and the CDPS-SCP.

CDPS-SCP States: "BMPs that are not operating effectively, have proven to be inadequate, or have failed must be addressed as soon as possible, immediately in most cases."

Location	BMP Type	Condition	Notes/Comments	Date Completed & Initials

**** ALL BMPS ARE IN OPERATING CONDITION AND NO MAINTENANCE IS NEEDED.**
(initial the box to the right when this applies)

Comments/General notes:(attach photos if necessary)

Inspection signature: SWMP Administrator or ECI or Superintendent

Name:(Print)	Signature:	Date signed:
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Stormwater Management Field Daily Inspection Report Instructions

Inspect all erosion and sediment control BMPs throughout the entire construction site – observe, record, and determine their effectiveness. If additional BMPs are needed or any BMP is not operating effectively, it shall be recorded on this form and addressed immediately.

Location: Record the site location (e.g., project station number, mile marker, intersection quadrant, etc.).

BMP Type: Indicate the type of BMP at this location that requires attention (e.g., silt fence, erosion logs, soil retention blankets, etc.).

Condition: Identify the condition of the BMP, using one or more of the following letters: **(I)** Incorrect Installation, **(M)** Maintenance is needed (i.e., sediment needs to be removed), **(F)** BMP Failed to operate, **(A)** Additional BMP is needed, **(R)** Remove the BMP.

** If all BMPs are in operating condition and no BMP maintenance is needed, sign and initial the box to the right of the statement.

Notes/Comments: Provide the proposed corrective action needed to bring the area or BMP into compliance.

Date Completed & Initials: Date and initial when the corrective action was completed.

Inspection Signature: Sign the form when the inspection has been completed.

Place the completed daily stormwater log sheet(s) in the SWMP Notebook.

Stormwater Management Field Daily Inspection Report , ADDITIONAL PAGE

Date:	Project number:	Sub-account number:
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The entire site shall be inspected to determine whether BMPs are being implemented and maintained in accordance with the project’s site specific SWMP and the CDPS-SCP. The SWMP Administrator or Erosion Control Inspector (ECI) or Superintendent shall identify if additional BMPs are needed, can be removed, or need maintenance. The **condition** of the currently used BMPs shall be recorded, using one or more of the following letters: **(I)** Incorrect Installation; **(M)** Maintenance is needed; **(F)** BMP failed to operate; **(A)** Additional BMP is needed; **(R)** Remove BMP. Only BMPs with the conditions above need be recorded.

The Project Engineer will approve and the Superintendent shall direct the work associated with any BMPs identified in this daily log to ensure compliance with the site specific SWMP and the CDPS-SCP.

CDPS-SCP States: “BMPs that are not operating effectively, have proven to be inadequate, or have failed must be addressed as soon as possible, immediately in most cases.”

Location	BMP Type	Condition	Notes/Comments	Date Completed & Initials

**COLORADO DEPARTMENT OF TRANSPORTATION
STORMWATER FIELD INSPECTION REPORT AND WEEKLY MEETING NOTES -
ACTIVE CONSTRUCTION**

(1) Project Name:	(2) Project Contractor:	(3) SWMP Administrator:	Erosion Control Inspector:
(4) CDOT Project Engineer/CDOT Designee:	(5) Other Attendee(s) (Name and Title):		
(6) CDOT Project Number:	(7) Project Code (Sub Account #):	(8) CDPS-SCP Certification#:	(9) CDOT Region:
(10) Date of Project Inspection:	(11) Weather at Time of Inspection:		

(12) REASON FOR INSPECTION / EXCLUSION

Routine Inspection: (minimum every 7 Calendar Days)

Runoff Event: (Post-storm event inspections must be conducted within 24 hours after the end of any precipitation or snowmelt event that causes surface erosion. If no construction activities will occur following a storm event, post-storm event inspections shall be conducted prior to re-commencing construction activities, but no later than 72 hours following the storm event. The occurrence of any such delayed inspection must be documented in the inspection record.) Routine inspections still must be conducted every 7 calendar days.
Storm Start Date: _____ Approximate End Time of Storm (hrs): _____

Third Party Request:

Winter Conditions Inspections Exclusion: Inspections are not required at sites where construction activities are temporarily halted, snow cover exists over the **entire site** for an extended period, **and melting conditions posing a risk of surface erosion do not exist**. This exception is applicable only during the period where **melting conditions do not exist**, and applies to the routine 7-day inspections, as well as the post-storm-event inspections. If **visual inspection** of the site verifies that all of these conditions are satisfied, document the conditions in section 18 (General Notes) and proceed to section 19 (Inspection Certification). Documentation must include: dates when snow cover occurred, date when construction activities ceased, and date when melting conditions began.

Other:

(13) SWMP MANAGEMENT

	Yes	No	NA	(g) Reason for N/A
(a) Is the SWMP notebook located on site?				
(b) Are changes to the SWMP documents noted and approved?				
(c) Are the inspection reports retained in the SWMP notebook?				
(d) Are corrective actions from the last inspection completed?				
(e) Is the Spill Response Plan updated in the SWMP notebook?				
(f) Is a list of potential pollutants updated in the SWMP notebook?				

(14) CURRENT CONSTRUCTION ACTIVITIES

(a) Describe current construction Activities

(b) Estimate of disturbed area at the time of the inspection, use guidance found in 208.04 (e):

	Acres	Notes
Temporary Stabilization		
Interim Stabilization		
Permanent Stabilization Completed		

(c) Has the SWMP Phased BMP Implementation Matrix been updated? Yes No

(15) WEEKLY MEETING NOTES

Notes from last meeting (date _____)

Items to discuss at next meeting (date _____)

(16) CONSTRUCTION SITE ASSESSMENT & CORRECTIVE ACTIONS **Off site Pollutant Discharges are a Violation of the Permit and Reason for Immediate Project Suspension**

The Construction Site Boundary/Limits of Construction (LOC) , all disturbed areas, material and/or waste storage areas that are exposed to precipitation, discharge locations, and locations where vehicles access the site shall be inspected for evidence of, or the **potential** for, pollutants leaving the LOC, entering the stormwater drainagesystem, or discharging to State waters. If there is evidence of sediment or other pollutants discharging from the site, see section 17 (Construction Site Assessment).

All erosion and sediment control practices identified in the SWMP shall be evaluated to ensure that they are maintained and operating correctly. Identify the condition of the BMP, using more than one letter if necessary: **(I)** Incorrect Installation; **(M)** Maintenance is needed; **(F)** BMP failed to operate; **(A)** Additional BMP is needed; **(R)** Remove BMP. Keep copies of this blank page for additional room if needed.

Continuous maintenance is required on all BMPs. **BMPs that are not operating effectively, have proven to be inadequate, or have failed must be addressed as soon as possible, immediately in most cases.**

Location	BMP	Condition	Comments:	Date Completed & Initials
			Description of Corrective Action and Preventative Measure Taken	

(17) CONSTRUCTION SITE ASSESSMENT: **OFF SITE POLLUTANT DISCHARGES ARE A VIOLATION OF THE PERMIT AND REASON FOR IMMEDIATE PROJECT SUSPENSION**

(a) Is there evidence of discharge of sediment or other pollutants from the site? Yes No

*If yes, explain the discharge and the corrective actions in section 16 (Construction Site Assessment & Corrective Actions) or section 18 (General Notes).

(b) Has sediment or other pollutants discharging from the site reached State waters? Yes No

*If yes, see subsection 208.03(c) and Part II A.2 and 3 of the permit for reporting requirements.

(18) GENERAL NOTES

Empty table area for general notes.

(19) INSPECTION CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Contractor's SWMP Administrator Print Name: _____	Signature Required: _____	Date: _____
Contractor's Erosion Control Inspector (If Needed) Print Name: _____	Signature Required: _____	Date: _____
Contractor's Superintendent/Approved Designee Print Name: _____	Signature Required: _____	Date: _____
CDOT Project Engineer/CDOT Designee Print Name: _____	Signature Required: _____	Date: _____

(20) COMPLIANCE CERTIFICATION

Corrective action(s) has been taken, or where a report does not identify any incidents requiring corrective action, the report shall contain a signed statement indicating the site is in compliance with the permit to the best of the signer's knowledge and belief.

Contractor's SWMP Administrator Print Name: _____	Signature Required: _____	Date: _____
CDOT Project Engineer/CDOT Designee (Signature Required) Print Name: _____	Signature Required: _____	Date: _____

Stormwater Management Field Inspection Report Instructions

State waters are defined to be any and all surface and subsurface waters which are contained in or flow through the state, including, streams, rivers, lakes, drainage ditches, storm drains, ground water, and wetlands, but not including waters in sewage systems, waters in treatment works or disposal systems, waters in potable water distribution systems, and all water withdrawn for use until use and treatment have been completed. (Per subsection 107.25 and 25-8-103 (19) CRS)

(3) SWMP Administrator and Erosion Control Inspector: Indicate the name(s) of the individual responsible for implementing, maintaining and revising the SWMP. An Erosion Control Inspector(s) may be required see 208.03(c)2. for requirements.

(4) CDOT Project Engineer/CDOT Designee: Indicate the name of the CDOT representative performing the inspection with the SWMP Administrator/Erosion Control Inspector(s). This person should be the Project Engineer or an authorized representative.

(9) CDPS-SCP Certification #: Indicate the Colorado Discharge Permit System (CDPS) Stormwater Construction Permit (SCP) (for Stormwater Discharges Associated with Construction Activities) certification number, issued by CDPHE, for the project which the report is being completed. Certification number can be found on the first page of the SCP.

(12) Reason(s) for Inspection / Exclusion: Indicate the purpose for the inspection or exclusion. These inspections are required to comply with the CDOT Specifications and the CDPS-SCP.

- Routine Inspections. These inspections are required at least every 7 calendar days during active construction. Suspended projects require the 7 calendar day inspection unless snow cover exists over the entire site for an extended period of time, and melting conditions do not exist (see, Winter Conditions Inspections Exclusions).
- Runoff Event Inspection for Active Sites. See page 1 for definition.
- Third Party Request. Indicate the name of the third party requesting the inspection and, if known, the reason the request was made.
- Winter Conditions Inspections Exclusions. See page 1 for definition. An inspection does not need to be completed, but use this form to document the conditions that meet the Exclusion.
- Other. Specify any other reason(s) that resulted in the inspection.

(13) SWMP Management: Review the SWMP records and documents and use a ✓ to answer the question. To comply with CDOT Standard Specifications and the CDPS-SCP, all of the items identified must be adhered to. If No is checked, indicate the necessary corrective action in section 16 (Construction Site Assessment & Corrective Actions).

(a) Is the SWMP notebook located on site? A copy of the SWMP notebook must be retained on site, unless another location, specified by the permit, is approved by the Division.

(b) Are changes to the SWMP documents noted and approved? Indicate all changes that have been made to any portion of the SWMP notebook documents during construction. Changes shall be dated and signed at the time of occurrence. Amendments may include items listed in subsection 208.03(d).

(c) Are the inspection reports retained in the SWMP notebook? The SWMP Administrator shall keep a record of inspections. Inspection reports must identify any incidents of non-compliance with the terms and conditions of the CDOT specifications or the CDPS-SCP. Inspection records must be retained for three years from expiration or inactivation of permit coverage.

(d) Are corrective actions from the last inspection completed? Have corrective actions from the last inspection been addressed? Is a description of the corrective action(s), the date(s) of the corrective action(s), and the measure(s) taken to prevent future violations (including changes to the SWMP, as necessary) documented?

(e) Is a Spill Response Plan retained in the SWMP notebook? Subsection 208.06(c) requires that a Spill Response Plan be developed and implemented to establish operating procedures and that the necessary employee training be provided to minimize accidental releases of pollutants that can contaminate stormwater runoff. Records of spills, leaks or overflows that result in the discharge of pollutants must be documented and maintained. Information that should be recorded for all occurrences include the time and date, weather conditions, reasons for spill, etc. Some spills may need to be reported to the Water Quality Control Division immediately.

(f) Is a list of potential pollutants retained at the site? Subsection 107.25(b)6 requires the Erosion Control Supervisor to identify and describe all potential pollutant sources, including materials and activities, and evaluate them for the potential to contribute pollutants to stormwater discharge.

(g) If NA is checked for any of the items (a) through (f), indicate why in the space provided, if additional space is needed indicate in section 18 (General Notes).

Stormwater Management Field Inspection Report Instructions (continued)

(14) Current Construction Activities:

- (a) Provide a short description of the current construction activities/phase at the project site; include summary of grading activities, installation of utilities, paving, excavation, landscaping, etc.
- (b) Estimate of disturbed area at the time of the inspection, use guidance found in 208.04 (e). Estimate the acres of disturbed area at the time of the inspection. Include clearing, grading, excavation activities, areas receiving overburden (e.g. stockpiles), demolition areas and areas with heavy equipment/vehicle traffic, installation of new or improved haul roads and access roads, staging areas, borrow areas and storage that will disturb existing vegetative cover.
- (c) Has the Phased BMP Implementation Matrix on the SWMP been updated? As part of the inspection the Phased BMP Implementation matrix for both the structural and non-structural BMPs found at the beginning of the SWMP sheets must be reviewed to ensure that "In use on site" box is checked for BMPs currently use at the time of the inspection.

(15) **Weekly Meeting Notes:** The SWMP Administrator shall take notes of water quality comments and action items at each weekly meeting. At the meeting the following shall be discussed and documented:

- (1) Requirements of the SWMP.
- (2) Problems that may have arisen in implementing the site specific SWMP or maintaining BMPs.
- (3) Unresolved issues from inspections and concerns from last inspection
- (4) BMPs that are to be installed, removed, modified, or maintained.
- (5) Planned activities that will effect stormwater in order to proactively phase BMPs.
- (6) Recalcitrant inspection findings

(16) **Construction Site Assessment & Corrective Actions:** Inspect the construction site and indicate where BMP feature(s) identified in section 13 (SWMP Management), require corrective action. Erosion and sediment control practices identified in the SWMP shall be evaluated to ensure that they are operating correctly.

- Location. Site location (e.g., project station number, mile marker, intersection quadrant, etc.).
- BMP. Indicate the type of BMP at this location that requires corrective action (e.g., silt fence, erosion logs, soil retention blankets, etc.).
- Condition. Identify the condition of the BMP, using more than one letter (identified in section 16) if necessary.
- Description of Corrective Action and Preventative Measure Taken. Provide the proposed corrective action needed to bring the area or BMP into compliance. Once corrective actions are completed, state the measures taken to prevent future violations and ensure that the BMPs are operating correctly, including the required changes made to the SWMP.
- Date Completed & Initials. Date and initial when the corrective action was completed and the preventative measure statement finished.

(17) **Construction Site Assessment:** Was there any off site discharge of sediment at this site since the last inspection?

(a) Is there evidence of discharge of sediment or other pollutants from the site? **Off site pollutant discharges are a violation of the permit.** The construction site perimeter, all disturbed areas, material and/or waste storage areas that are exposed to precipitation, discharge locations, and locations where vehicles access the site shall be inspected for evidence of, or the **potential** for, pollutants leaving the construction site boundaries, entering the stormwater drainage system, or discharging to State water.

(b) Has sediment or other pollutants discharging from the site reached State waters? **Off site pollutant discharges are a violation of the permit.** If off site discharge has occurred, explain the discharge and the corrective actions in section 16 (Construction Site Assessment & Corrective Actions) or section 18 (General Notes).

(18) **General Notes:** Indicate any additional notes that add detail to the inspection; this may include positive practices noted on the project.

(19) **Inspection Certification:** In accordance with Part I, F.1.c of the CDPS-SCP, all reports for submittal shall be signed and certified for accuracy.

(20) **Compliance Certification:** In accordance with Part I, D.6.b.2.viii of the CDPS-SCP, compliance shall be certified through signature.