

The Storm Water Pollution Prevention Bulletin is prepared by the Storm Water Compliance Review Task Force to aid all projects and operations in maintaining compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements.

## Contractor and Caltrans Inspection Requirements

Regular inspection of Best Management Practices (BMPs) is critical to the success and cost-efficiency of pollution prevention practices. Improperly placed and poorly maintained BMPs have a greater chance of failing during storm events, which leads to costly clean-up and replacement of BMPs. In addition, regular inspections are a requirement of the NPDES General Permit (Permit), Caltrans specifications, and Caltrans Storm Water Quality Handbooks (Handbooks).

### CONTRACTOR RESPONSIBILITIES

Caltrans requires contractors to prepare and implement a program to control water pollution during the construction of all projects. It is the contractor's responsibility to inspect the construction site for the proper implementation and maintenance of BMPs.

#### Contractor inspection frequency:

- Minimum of bi-weekly.
- Prior to a storm event.
- At 24-hour periods during an extended storm event.
- After a storm event.

#### Contractor inspection requirements:

- Document the inspections using the inspection checklist form provided in the Handbook.
- Identify corrective actions and time frames to address failed damaged or ineffective BMPs.
- Provide the RE with a copy of the inspection checklist for the project Category 20 file.
- Maintain a log of all inspections.

### RE AND STAFF RESPONSIBILITIES

The Resident Engineer (RE) has the responsibility for obtaining contractor compliance with the Standard Specifications, Special Provisions, plans, the Storm Water Pollution Prevention Plan (SWPPP) or Water Pollution Control Program (WPCP), and the appropriate permits.

#### Requirements for the RE to ensure the contractor's performance:

- Ensure the SWPPP/WPCP is adequate and up to date for the current stage of the project. Require the contractor to submit amendments when necessary.
- Inspect BMPs for proper implementation and maintenance.

- Document inspections with detailed daily reports (diaries) of activities. Include photographs when appropriate.
- Maintain a record of correspondence with the contractor that details required improvements.
- Ensure the contractor submits the required documentation and records. All SWPPP/WPCP paperwork must be retained as part of the project records for a minimum of three years after the completion of the work.

#### Other good practices to ensure compliance:

- Conduct joint inspections with the contractor to alleviate any confusion.
- Photograph and/or video all inspections and problem situations.
- Follow up promptly to ensure the improvements are achieved. Document this information.
- Remind the contractor that various agencies, such as the EPA and RWQCB, can inspect any project that requires a SWPPP at any time, to ensure compliance.



This Caltrans and Contractor inspection team is ensuring that the BMPs are correctly installed and properly maintained

Additional information on inspection requirements can be found in the Handbooks.

Additional information is available in the Caltrans Storm Water Quality Handbooks. Questions or comments may be directed to:

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