

LPA Construction Project Training Handouts Feb 28, 2012

Please visit the "District Resources" Intranet page on the LPD Website for:

<http://www.roads.ne.gov/intranet/lpa/district-resources.html>

- ❖ Video recordings of this training session
- ❖ An electronic copy of this training handout packet
- ❖ Contact lists for LPA construction projects
- ❖ Answers to FAQ's received during the training
- ❖ Instructions, policies and samples referenced during speaker presentations
- ❖ Links to other NDOR web pages referenced during training

Agenda

(Estimated 4.0 PDH's)

- 9:00-9:05** **Welcome and Training Overview**
Speaker: Amy Starr, Materials and Research Division
- 9:05-9:35** **Topic 1: Defining NDOR Roles for LPA Projects**
Speakers: Randy Peters, Deputy Director of Engineering
 Moe Jamshidi, Deputy Director of Operations
Handout page 3-6: Primary Contacts during an LPA Project
- 9:35-9:45** **Topic 2: Announcing New Resources and an Overview of Checklist Use**
Speaker: Mitch Doht, Local Projects Division
Handout page 7-9: LPA Chapter 12 and 14 Checklist Overview
Handout page 10-11: Draft Encroachment Policy for LPA Projects
- 9:45-10:00** **Topic 3: Encroachments and Ensuring Right of Way Compliance**
Speaker: Keith Kohel, District 1
Handout page 10-11: Draft Encroachment Policy for LPA Projects
- 10:00-10:30** **Topic 4: Oversight of Consultant and LPA Inspection Teams During Construction**
Speakers: Greg Wood, Construction Division
 Alan Swanson, Planning & Project Development Division
- 10:30-10:45** **Break**
- 10:45-11:15** **Topic 5: Contract Administration and Final Review**
Speakers: Steve Bartos and Bill Hitzeman, Construction Division
Handout page 12-15: Required Change Order Approvals (LPA Projects pg 14-15)
Handout page 16-17: Change Order Audit: Sample Checklist Summary
- 11:15-12:00** **Topic 6: Ensuring Materials Compliance during Construction**
Speaker: Mick Syslo, Materials and Research Division
- 12:00-1:00** **Lunch Break**
- 1:00-1:30** **Topic 7: Ensuring Environmental Compliance during Construction**
Speaker: Jason Jurgens, Planning and Project Development Division
Handout page 18-21: LPA Checklist 12-20 Environmental Compliance Inspection Audit
- 1:30-1:45** **Topic 8: Ensuring Traffic Safety Compliance during Construction**
Speaker: Matt Neemann, Traffic Division

(Cont'd on next page)

1:45-2:00 **Break**

2:00-3:00 **Panel Discussion**

Facilitator: Moe Jamshidi, Deputy Director of Operations

Panel Members: Ernest Murillo (State Representative District 1), Keith Meyer (District Construction Engineer District 4), Jason Jurgens (Planning and Project Development Division), John Schulte (Controller Division/NDOR Audit Team), Greg Wood (Construction Division), Mick Syslo (Materials and Research Division), Nick Finch (FHWA).

3:00 **Adjourn**

THANK YOU!!!

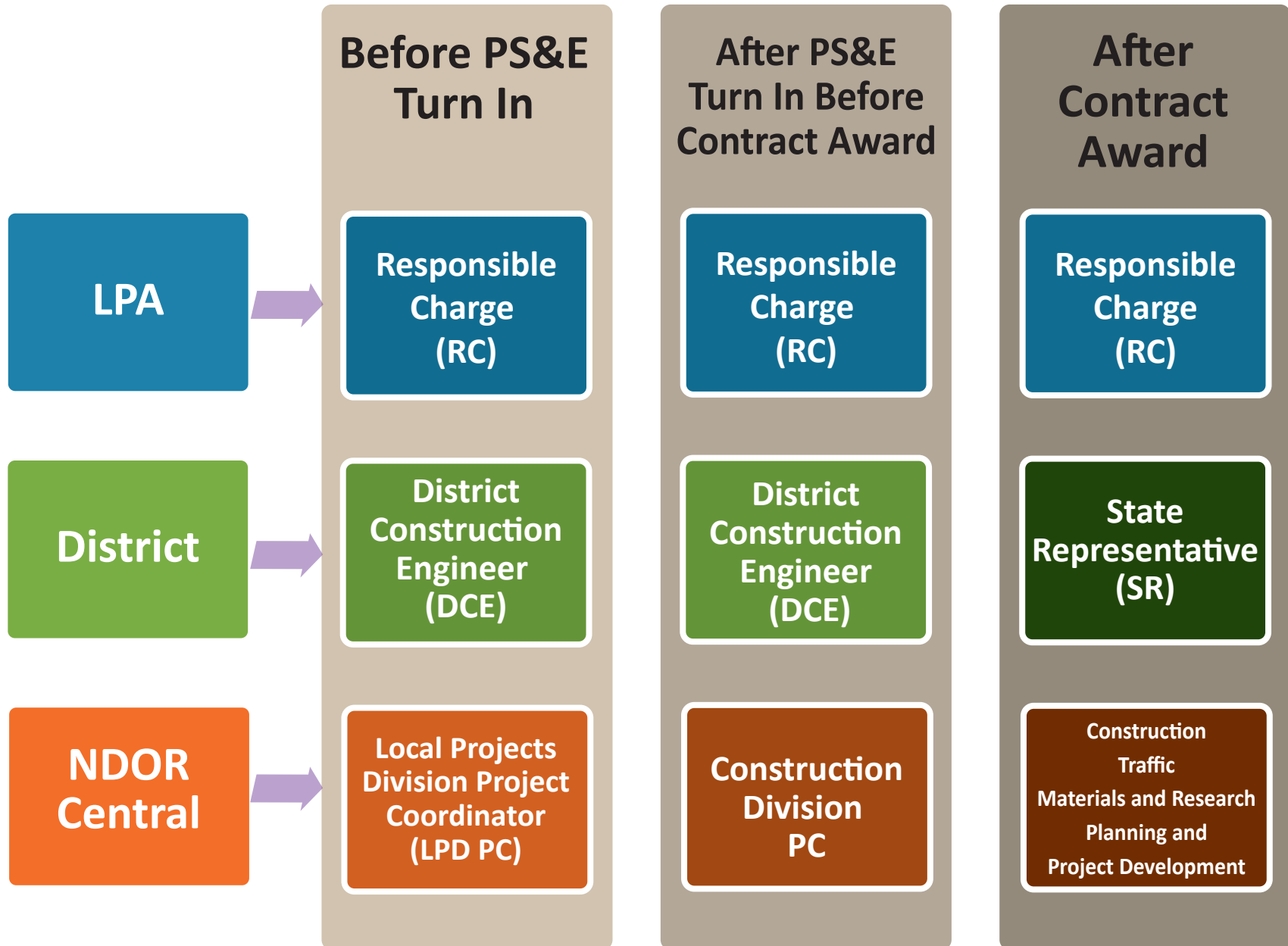
Speakers, panel members, and the following teams for assisting with the development of this training session:

District LPA Training Curriculum Development Team: Ernest Murillo (D1), Zahi Khalaf (D2), Steve Trosper (D3), Jason Nichols (D6), Cameron Craig (D6), Maryanne Jacobs (D5), Gene Colfack (D8)

NDOR Hand-Off Team: Randy Peters, Moe Jamshidi, Jim Wilkinson (LPD), Claude Oie (Construction), Wes Wahlgren (D4), Thomas Goodbarn (D1), and Bob Frickel (ROW)

LPA Construction Training Planning Team: Mitch Doht (LPD), Kari Ruse (LPD), Jeni Lautenschlager-Dohmen (HR), Amy Starr (M&R), Torina Haase (UNL LTAP), Dan Cady (UNL LTAP)

Primary Contacts During An LPA Project



Roles before PS&E Turn In

LPA RC

- Project Programming
- Coordinate with Local Governing Committees
- Oversee Project Design Process

DCE

- Assist LPA RC with:
 - Federal Eligibility (Assessing Betterments and Improvements)
 - Plan In Hand (PIH)
 - ROW Encroachments and Permitting
 - Identifying Environmental Footprint

LPD PC

- Coordinate between LPA RC and NDOR:
 - Project Programming
 - Agreement Execution
 - Checklists

Roles Between PS&E Turn in and Contract Award

LPA RC

- Identify LPA CE Team
 - Internal or Consultant
 - Facilitate negotiation

DCE

- Assign NDOR District personnel to assist with NDOR oversight of LPA RC & LPA CE activities during construction

Construction Division PC

- Coordinate between LPA RC and NDOR to define LPA CE Scope of Services
- Execute agreements before construction contract is awarded

Roles After Contract Award

LPA RC

- Project Decision Maker
- Oversight of LPA CE Team
 - Compliance with agreements
 - Documentation and Checklist use

SR

- Oversight of LPA RC and LPA CE Team
 - Compliance with agreements and permits
 - Documentation and checklist use
- Coordinate with NDOR District and Central Complex

Construction Traffic Materials & Research Planning & Project Development

- Provide Technical Support to State Representative as requested
- Provide testing and environmental monitoring coordination as defined in LPA CE Scope of Services and/or Program Agreements

LPA Chapter 12 and 14 Checklist Overview

Checklists are a tool being used for each LPA Project built with Federal Aid Funds, to document minimum Quality Assurance activities are performed by the LPA and NDOR during construction.

<p>LPA RC and NDOR State Representative</p> <ul style="list-style-type: none"> • 12-15 • 12-18 • 12-30 • 12-50 • 12-61 • 12-62 • 12-63 • 12-66 • 12-67 • 12-68 • 12-69 • 12-72 • 12-75 • 14-20 	<p>NDOR Environmental Compliance Oversight Team</p> <ul style="list-style-type: none"> • 12-20 	<p>NDOR Quality Assurance Managers (QAM)</p> <ul style="list-style-type: none"> • 12-10 	<p>LPA CE</p> <ul style="list-style-type: none"> • 14-10 	<p>NDOR District Final Reviewer</p> <ul style="list-style-type: none"> • 14-40 	<p>NDOR Construction Division Final Review Section</p> <ul style="list-style-type: none"> • 14-50
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<p>LPA RC and NDOR State Representative</p>	<ul style="list-style-type: none"> • Both LPA RC and NDOR State Representatives are responsible for ensuring all Chapter 12 & 14 checklists are completed and saved according to instructions. Refer to individual checklist instructions for more detail. The LPA RC and NDOR State Representative will coordinate during the Construction Inspection Planning Meeting (reference LPA Manual 12.5.1 for more detail) and throughout the project to determine who will fill out which checklists. If the LPA RC is not technically capable or is not able to attend a critical phase of construction and complete the checklists, the NDOR State Representative will be responsible to ensure it is completed and retained.
<p>NDOR Environmental Compliance Oversight Team</p>	<ul style="list-style-type: none"> • This team is comprised of NDOR District Environmental Coordinators, NDOR Environmental Permits Unit Staff, Roadside Stabilization Units and Construction Division Staff who are NDOR Certified Erosion and Sediment Control Inspectors.
<p>NDOR QAM</p>	<ul style="list-style-type: none"> • NDOR QAM's are located in 5 Branch labs distributed statewide. NDOR QAM's provide support to NDOR State Representatives upon request, and conduct Independent Assurance testing when technical verification tests exceed acceptable tolerance.
<p>LPA CE</p>	<ul style="list-style-type: none"> • An LPA or Consultant team responsible for construction inspection of the project.

Chapter 12 Checklists - Construction

Checklist	Title	Role	Frequency
12 10	Materials Sampling/Testing Activity Report	NDOR QAM	Minimum once per project
12 15	Monitor DBE Activity During Construction	LPA RC & NDOR STATE REP	Intermittently throughout construction project
12 18	Verify Labor Compliance	LPA RC & NDOR STATE REP	Weekly and as directed by Section 103.26 of the Construction Manual
12 20	Environmental Compliance Inspection Audit Form	NDOR Environmental Compliance Oversight Team	The NDOR Roadside Stabilization Unit Manager will add the required minimum frequency of audits to the green sheet
12 30	Construction Project File Review Checklist	LPA RC & NDOR STATE REP	Intermittently throughout construction project
12 50	Diary Entry Review Checklist	LPA RC & NDOR STATE REP	Intermittently throughout construction project
12 61	Asphalt Paving Checklist	LPA RC & NDOR STATE REP	Minimum of once during asphalt paving operations
12 62	Asphalt Plant Checklist	LPA RC & NDOR STATE REP	Once prior to Asphalt Paving
12 63	Concrete Structure Checklist	LPA RC & NDOR STATE REP	1) Visit once at Plant and Site prior to structural concrete pour; 2) Visit once on Site during the structural concrete pour; 3) Visit once on Site after the structural concrete pour.
12 66	Concrete Pavement Placement Checklist	LPA RC & NDOR STATE REP	1) Visit once at Plant and Site prior to concrete placement; 2) Visit once on Site during the concrete placement; 3) Visit once on Site after the concrete placement.
12 67	Grading Checklist	LPA RC & NDOR STATE REP	Minimum of once during grading operations
12 68	Structures-Piling Checklist	LPA RC & NDOR STATE REP	Minimum of once during pile operations
12 69	Pipe Installation Checklist	LPA RC & NDOR STATE REP	Minimum of once during pipe installation
12 72	Work Zone Checklist - Inspection Report	LPA RC & NDOR STATE REP	Minimum of once during construction

12 75	Final Punch List	LPA RC & NDOR STATE REP	Prior to tentative acceptance
Chapter 14 Checklists - Project Closeout			
14 10	LPA CE Final Review Process	LPA CE	Minimum of once after construction is completed
14 20	LPA RC Final Review	LPA RC & NDOR STATE REP	Minimum of once after LPA CE's completion of checklist 14 10 and until the NDOR State Rep is satisfied with completeness and accuracy of this checklist 14 20 completed by the LPA RC.
14 40	District Reviewer Final Review	NDOR District Final Reviewer	Once after LPA RC's completion and NDOR State Reps' approval of checklist 14 20
14 50	Final Review Section Final Review	NDOR Construction Division Final Review Section	Once after NDOR District Reviewer's completion of checklist 14 40

Encroachments Policy for LPA Projects

The local agency must clear the entire existing Right-of-Way along a federal-aid project of any private or non-LPA uses or occupancy of the area above, below, or on the existing Right-of-Way. See the attached encroachments brochure for more information. Safety hazards must be removed. Any encroachment which is not a safety hazard and is allowed to remain in the right-of-way must be permitted by the local agency; documentation of that permit must be on file at the local agency. The entire Federal-Aid project, usually defined as between logical termini and including all present right-of-way, needs to be inspected and cleared of encroachments. A resolution from the local governing body will suffice in lieu of a formal permit system. The local agency must have encroachments cleared from the Right-of-Way (ROW) or permitted before submitting the local agency's ROW Certificate. If this is not in place, NDOR's ROW Division will not be able to issue a ROW certificate, and the federal-aid project will not advance to PS&E or be let to contract. Improvements found in the ROW to be acquired for a federal-aid project are appraised during the ROW phase of the project, and payment is made to the owner or tenant. These items are removed by the owners, or contractors, and are eligible for Federal participation.

Encroachments

- A. that are potential safety hazards (obstacle, sight distance interference) located within the clear zone **MUST** be removed immediately.
- B. that are potential safety hazards located outside the clear zone may be decided case-by-case; work with NDOR's District office for assistance.
- C. that are not potential safety hazards located within project LOC's must be moved, or considered to be abandoned, with the understanding that any damage caused by construction is not reimbursable, i.e. will not be paid for with Federal, State or Local funds (and if it remains after construction must be permitted by the local agency).
- D. not included in any of the above categories – must be permitted (LPA governing body letter).

Encroachments should be reviewed during the Plan-in-Hand site visit. A representative from NDOR's District Office shall visit the project with the LPA representative. If not done at the Plan-in-Hand, it is the LPA's responsibility to contact the District and set up a date and time to visit the project and check for encroachments. NDOR District personnel are responsible for providing NDOR's federal oversight at the project site, and are available to assist the LPA in determining actions to take.

The following actions need to be taken by the local agency during and after encroachment site reviews:

1. Document encroachments and their locations as needed for the administrative record. Get measurements where needed. Photographs are not required, but before-and-after photographs can be helpful in providing good documentation for the record.
2. Submit any documentation to NDOR's Project Coordinator (PC) at Local Projects Division.

- a. Any data, measurements, location maps, pictures etc.
 - b. Identify the District representative who visited the project for the purpose of identifying encroachments.
 - c. This could simply be a statement by the LPA that the project was reviewed and no encroachments were found.
3. LPA send notifications to landowners on whose land there are identified encroachments.
- a. The purpose of this notification is to acknowledge the encroachment, and provide the appropriate action item (A, B, C or D) listed above. NDOR recommends that the local agency's attorney in preparing or reviewing notifications. NDOR requires the following minimum language be inserted into landowner notifications: *The Nebraska Department of Roads (NDOR) and Federal Highway Administration (FHWA) are not responsible for any costs to remove an encroachment, or for damages to an encroachment during construction of a project or otherwise.*
 - b. Provide the PC a copy of all notifications and responses.
4. LPA governing body take action to permit encroachments.

Local Projects Division will notify ROW Division, by dating out the local project tracking system, when all encroachments have been cleared or permitted. The ROW Division Head will sign the state's ROW Certificate upon ROW Division's satisfactory review of project ROW documentation and receipt of the local agency's ROW certificate.

	Change Order / Supplemental Agreement NDOR Project --- NOT FULL FHWA Oversight Value Less than \$100,000 *			Change Order / Supplemental Agreement NDOR Project --- FULL FHWA Oversight Value Less than \$100,000 *
1	Project Manager		1	Project Manager
2	District (DE, DCE, or designee)		2	District (DE, DCE, or designee)
3	Contractor		3	FHWA
			4	Contractor
* Change orders / supplemental agreements at this level may utilize the time extension function without adding the Construction Engineer as a signature level. The Construction Office will review and initial the time extension information on the document.				
	Change Order / Supplemental Agreement NDOR Project --- NOT FULL FHWA Oversight Value \$100,000 but Less than \$200,000			Change Order / Supplemental Agreement NDOR Project --- FULL FHWA Oversight Value \$100,000 but Less than \$200,000
1	Project Manager		1	Project Manager
2	District (DE, DCE, or designee)		2	District (DE, DCE, or designee)
3	Construction Engineer (Lincoln)		3	Construction Engineer (Lincoln)
4	Contractor		4	FHWA
			5	Contractor
	Change Order / Supplemental Agreement NDOR Project --- NOT FULL FHWA Oversight Value More than \$200,000			Change Order / Supplemental Agreement NDOR Project --- FULL FHWA Oversight Value More than \$200,000
1	Project Manager		1	Project Manager
2	District (DE, DCE, or designee)		2	District (DE, DCE, or designee)
3	Construction Engineer (Lincoln)		3	Construction Engineer (Lincoln)
4	Deputy Director		4	Deputy Director
5	Contractor		5	FHWA
			6	Contractor

Change Order / Supplemental Agreement LPA Project --- NOT FULL FHWA Oversight All Values ****		Change Order / Supplemental Agreement LPA Project --- FULL FHWA Oversight All Values ****	
1	Project Manager (CE for the LPA) *****	1	Project Manager (CE for the LPA) *****
2	RC (Responsible Charge for the LPA) *****	2	RC (Responsible Charge for the LPA) *****
3	SR (State Representative)	3	SR (State Representative)
4	District (DE, DCE or designee) ****	4	District (DE, DCE, or designee) ****
5	Contractor	5	FHWA
		6	Contractor
**** For values greater than \$100K, the Construction Engineer (Lincoln) should be consulted before Signature 4 is applied.			
Change orders / supplemental agreements for LPA projects may utilize the time extension function without adding the Construction Engineer as a signature level. The Construction Office will review and initial the time extension information on the document.			
***** In the event the CE agreement is not in place, the RC may initiate the change order.			
Time Extension Document LPA Project --- NOT FULL FHWA Oversight		Time Extension Document LPA Project --- FULL FHWA Oversight	
1	Project Manager (CE for the LPA)	1	Project Manager (CE for the LPA)
2	RC (Responsible Charge for the LPA)	2	RC (Responsible Charge for the LPA)
3	SR (State Representative)	3	SR (State Representative)
4	District (DE, DCE, SR, or designee)	4	District (DE, DCE, SR, or designee)
5	Construction Engineer (Lincoln)	5	FHWA
		6	Construction Engineer (Lincoln)

	Contingency "Change Order" **			Contingency "Change Order" **
	LPA Project --- NOT FULL FHWA Oversight			LPA Project --- FULL FHWA Oversight
1	Project Manager (CE for the LPA)		1	Project Manager (CE for the LPA)
2	RC (Responsible Charge for the LPA)		2	RC (Responsible Charge for the LPA)
3	District (DE, DCE, SR, or designee)		3	District (DE, DCE, SR, or designee)
				(FHWA) ***
** These documents, while <i>labeled</i> in SiteManager and RUG (the associated Report Utility Generator) as "change orders,"				
do not change or alter the contract in any way. They are used to create items to make payments or deductions for work				
or incentives and disincentives already described or authorized in the Specifications, Proposal, or previously approved				
supplemental agreements.				
The "Change Order" types that fall into this category include: "Contingency Work," "Item Discrepancy Resolution,"				
"Deduction in Compensation," "Contract Correction / Adjustment," and --- when no new items are created ---- "Plan Revision."				
				*** A copy of the completed document will be sent
				to the FHWA for their files.

Change Order Audit: Sample Checklist Summary

This document was drafted and used by the NDOR Audit Team reviewing change orders for an LPA Project.

Is the issue adequately identified and justified? Does the item contain enough information to determine if it is within the scope of the original project, as approved by FHWA? If no, obtain additional information until this is accomplished. If outside of the approved project scope, change order is to be considered non-participating.

Is the basis for the unit costs used clearly identified (formulas, contracts, etc.) and supported by other documentation (bids, agreements, contract excerpts, etc.), as appropriate? If no, obtain additional information until this is accomplished.

Is there a request to pay this issue on as a “force account”? If yes, determine the reasons behind such a request. Explore other options and document why they were not used. If possible obtain a possible estimate of the anticipated costs.

Are quantities for bid items being changed? If yes, document why and the basis for the increases or decreases. (Include field computations and attach to change order)

Was the change order issue done at the request of an individual or firm? If yes, the change order should be considered non-participating.

Does the change order contain a modification to material items that may have an impact on the structural strength of the structure or pavement? If yes, seek and document acceptability of the change by an “expert” (usually NDOR staff – attach email approval to the change order)

Does the change order issue identify how the type of work relates to each pro-rata amount for reimbursements? If no, obtain this information. For projects with multiple funding codes, a note should state how each item will be reimbursed under each funding code or if all items are under one funding code.

Was the material taken into stock or not incorporated into the work?

Was the work done outside of or beyond the project limits?

Was the work done beyond the original scope?

Was the work done at the request or for the convenience of a third party?

Was the work done functionally unnecessary to build the project?



Was work done necessary to correct staking errors?

If the answer to any of the above questions is yes, the change order item is normally to be considered “non-participating”

Does the change order item result in a time extension to the project? If yes, is the time extension required due to the current controlling operation and based on the components (labor, equipment, and material) of that activity? If no, the time extension should not generally be granted.

If any of the following conditions apply, the change is considered major and would require specific NDOR and/or FHWA approval **before** any work associated with them is started:

- Changes in geometric design that affect the operating or safety characteristics of the facility
- Changes in the structural design
- Changes to typical section
- Settlement of a contractor’s claim which exceeds \$100,000
- Changes to staging or the traffic control plan other than those necessary to implement the intent of the original plans and specifications
- Cost reduction proposals
- Single changes affecting contract completion by more than 30 days
- Changes resulting in an absolute value increase of \$100,000 total cost when all items affected by the changes are considered, unless covered by (another of these criteria)
- Individual line item changes exceeding \$100,000 or new items to the contract
- Orders for force work (work done by another public agency)
- Change to the contract plans or specifications shown in the project documents approved by FHWA
- Changes that affect public involvement, environmental mitigation, or environmental commitments
- Wavier of Buy America provisions
- Changes to the scope of work or extension of the contract limits shown in the project documents (i.e. DR 73) approved by FHWA
- **Work, not already approved by FHWA, if FHWA participation in the expenses are questionable**
- Right of Way access control revisions





Construction Environmental Compliance Inspection Audit Form

Instructions for Use: This form is to be completed by a member of the NDOR Compliance Oversight Team (*comprised of NDOR District Environmental Coordinators, NDOR Environmental Permits Unit Staff, and Roadside Stabilization Units and Construction Division Staff*) who is an NDOR Certified Erosion and Sediment Control Inspector. This checklist is to verify the environmental commitments, in the NEPA documents, project permits and concurrences, are being met through adequate inspection. The NDOR Roadside Stabilization Unit Manager will determine the minimum frequency of project audits based on the decision matrix included in the Environmental Compliance Inspection and Oversight Plan, once the green sheet has been prepared. The NDOR Roadside Stabilization Unit Manager will add the required minimum frequency of audits to the green sheet.

The Construction Engineer (*CE*) is required to create a checklist to show compliance with all environmental commitments for the project. This audit will review the CE checklists to ensure they are being completed and the project is complying with all applicable environmental commitments.

The NDOR representative who completes this checklist is responsible for adding a copy of the completed checklist to the correspondence log into SiteManager. The NDOR representative will also notify the NDOR Roadside Stabilization Unit Manager and the NDOR LPD PC when the checklist is logged into SiteManager.

Local Public Agency (<i>LPA</i>):	LPA Responsible Charge:	
State Project No.:	Project Name and Location:	
State Control No.:	Date of Review:	This Form was Completed By:
Current Weather Conditions:	Date(s) of ½ inch or Greater Rain Event:	

Item #	Task Description or Questions	Completed			If No, Define Corrective Action	Details or Information Used to Verify Content	Additional Comments
		Yes	No	N/A			
1.	Prior to conducting the inspection audit, I have reviewed all pertinent contract documents including the green sheet, permits, concurrences and project plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Item #	Task Description or Questions	Completed			If No, Define Corrective Action	Details or Information Used to Verify Content	Additional Comments
		Yes	No	N/A			
2.	Has the Construction Engineer (CE) developed and implemented inspection checklists that are specific to the project for compliance with all the environmental commitments in the Green Sheet, permits, and concurrences?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3.	Did the contractor notify emergency services and residents prior to road closures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
4.	Is the contractor staying within the project footprint and avoiding restricted areas identified in the project plans (e.g. wetlands or historic resource areas)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
5.	IS access to local residences and businesses being provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
6.	Is a detour route being provided to the public?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
7.	Does the material site for the project pond water or expose ground water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
8.	Is all documentation located on site that is required by the Construction Storm Water Permit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9.	Are all discharge points on the project protected against sediment and pollutants migrating off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
10.	Are erosion control measures being implemented as required in the project's environmental permits and documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
11.	Are sediment control measures being implemented as required in the project's environmental permits and documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Item #	Task Description or Questions	Completed			If No, Define Corrective Action	Details or Information Used to Verify Content	Additional Comments
		Yes	No	N/A			
12.	Are good housekeeping measures being implemented onsite to protect against the discharge of pollutants, dust, sediment, and debris?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
13.	Are there conservation conditions for Threatened and Endangered Species required for this project? (Note: Review the green sheet commitments section and project concurrences)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
14.	Are the Threatened and Endangered Species conservation conditions, outlined in the contract, being carried out by the appropriate responsible party?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
15.	Are bald eagle surveys required on this project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
16.	Are bald eagle surveys being carried out following the conditions outlined in the project contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
17.	Is or did construction of the project take place between April 1 st and September 30 th ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
18.	If project construction took place between April 1 st and September 30 th were the appropriate actions taken to avoid and minimize impacts to migratory birds as outline in the project contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
19.	Are the conservation conditions outlined in the green sheet for this project being followed and implemented?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
20.	If wetlands and/or stream channels are impacted on this project, is the area of impact limited to the area(s) shown in the plans and 404 permit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Item #	Task Description or Questions	Completed			If No, Define Corrective Action	Details or Information Used to Verify Content	Additional Comments
		Yes	No	N/A			
21.	Protection of existing waters of the U.S.: Are channels and wetlands protected from erosion by appropriate erosion control measures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
22.	Protection of existing waters of the U.S.: Have disturbed uplands adjacent to wetlands and channels been seeded with a native upland seed mixture by September 15? Or if not, have such slopes been protected with erosion blanket until native vegetation is established?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
23.	If a temporary crossing is in use, is it constructed according to the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
24.	Does the temporary crossing appear to pass the Ordinary High Water Mark flow without substantial backwater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
25.	Are impacts mitigated at an existing wetland mitigation bank?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
24.	If not, is mitigation wetland construction occurring concurrently or before wetland impacts?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
25.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
26.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
27.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			