

# Erosion and Sedimentation Control - SWPPP Operation and Maintenance Guidelines

## Section 312500-3

Once a Storm Water Pollution Prevention Plan (SWPPP) has been prepared, the key to successful erosion control and pollution control lies with the Contractor's daily and weekly maintenance and repairs of Best Management Practices (BMP's) as they respond to weather and storm events.

All Projects under the jurisdiction of the Division of Engineering and Contract Administration shall comply with the following guidelines:

1. The Contractor's Jobsite Superintendent and Project Manager shall familiarize themselves with the SWPPP and the Contract Documents.
2. The Contractor shall assemble a Maintenance Log Book to be kept on site accessible by Division of Water, Architect-Engineer, Division of Engineering and Contract Administration, etc. The Log Book shall include the following:
  - a. Copy of the Notice of Intent (NOI)
  - b. Copy of the General Permit
  - c. Copy of the SWPPP (may be kept separate if sheet size dictates)
  - d. Maintenance Log Sheets
3. The Contractor shall inspect all BMP's on the Project at intervals as stipulated on the SWPPP or in the Log Book.
4. The Contractor shall promptly repair, clean out, replace, or otherwise perform required maintenance of every BMP at stipulated intervals or after a significant rain event. The Contractor shall make written notification to the Architect-Engineer of any BMP's that do not appear to be functioning properly or that may need review.

This Division of Engineering and Contract Administration Procedure Manual includes a list of possible BMP's. **See Section 312500-4.**

1. Inspection frequencies shall be the minimum specified in the General Permit and could include the following intervals:
  - a. Daily
  - b. Weekly
  - c. Bi-weekly
  - d. Monthly
  - e. Prior to a forecast storm
  - f. After a rain event that causes measurable runoff from the site
  - g. At 24-hour intervals during extended rain events
  - h. Etc.

2. Suggested maintenance actions could include:
  - a. Removal and replacement
  - b. Repair to original condition
  - c. Removal of sediments
  - d. Pumping and discharge of accumulated water
  - e. Removal of obstructions
  - f. Re-seeding
  - g. Etc.

This Procedures Manual also includes an “Example Maintenance Log” for a fictional Project.  
**See Section 312500-5.**

Other guides and sources for BMP lists can be found at the following websites:

<http://cfpub.epa.gov/npdes/stormwater/swppp.cfm>