

For all projects disturbing 10,000 square feet or greater of soil (or 2,500 square feet or greater of soil in Tidewater Virginia\*\*), an Erosion and Sediment Control Plan must be developed, reviewed, and approved by appropriate qualified personnel in accordance with the latest version of [IIM LD- 11](#).

For all projects disturbing one acre of land or greater, a Stormwater Management Plan must be developed, reviewed, and approved by appropriate qualified personnel in accordance with the latest version of [IIM LD- 195](#).

\*\* Tidewater, VA, as defined by the Virginia Chesapeake Bay Preservation Act, Title 10.1, Chapter 21, Code of Virginia.

The Project Manager, with the assistance of the project designer, determines the typical section and furnishes an estimate of quantities on the "Quantity Support Report" Form C-99. Grading should generally be balanced and set up as a lump sum quantity. Form C-99 should indicate an estimate of grading quantities, including anticipated waste quantities, to guide the Scheduling and Contract Division in preparing the construction cost estimate.

When borrow material is anticipated, "Borrow Excavation" is to be set up as a separate bid item in accordance with VDOT's [Road and Bridge Specifications](#). Borrow sources should be located and designated whenever possible in accordance with VDOT's [Road Design Manual Chapter 2E, Section 2E-1 - SOIL SURVEY AND PAVEMENT DESIGN](#).

A unit price for extra excavation is to be established by the District Construction Engineer or the District Administrator's staff and entered on Form C-99 for inclusion in the contract assembly by the contract section.

The Project Manager is responsible for conducting the utility field inspections and preparing the field inspection reports, determining utility conflicts, method of adjustment, cost responsibility and for obtaining and forwarding all plans and estimates from utility owners to the District Administrator (District Utilities Engineer) for processing. The District Construction Engineer is also responsible for advising the District Administrator (District Utilities Engineer) in writing, no later than 60 days prior to the advertisement of the project, when all arrangements have been made with the utility owners to adjust the utilities prior to or in conjunction with project construction. The Central Office [Location and Design, Utilities Section](#)\* will obtain any necessary FHWA authorization for utility work and will furnish the usual utility clearances and estimates to the Scheduling and Contract Division for contract projects and State Force projects with Federal Oversight. If no known utilities and/or railroads are involved, the plans will contain a note so stating.

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\* Rev. 1/09