

# CITY OF HIGH POINT

## AGENDA ITEM



### Contract Award, Contract 2020-001 Cedrow Subdivision

**From:** Terry Kuneff, Engineering Services

**Public Hearing:** N/A

**Attachments:** Vicinity Map and Plan Sheet

**Meeting Date:** May 18, 2020

**Advertising Date:** March 27, 2020

**Advertised By:** Purchasing Division

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#### PURPOSE:

City Council is requested to award a construction contract for the Cedrow Subdivision to Sharpe Brothers, a Division of Vecellio & Grogan, Inc. at the contract bid amount of \$541,718.04.

#### BACKGROUND:

The City of High Point secured funding through the City of High Point and a Community Block Grant through the City of High Point's Community Development and Housing Department to design and build a subdivision consisting of nineteen building lots and all the infrastructure to support these houses including water, sanitary sewer, storm drain, asphalt, bioretention cell, and curb and gutter.

On April 29, 2020 the City received bids for contract ENG-2020-001 from the following responsive bidders:

\$541,718.04	Sharpe Brothers, Inc
\$542,867.08	P&S Grading, LLC
\$636,194.00	Triangle Grading, Inc
\$737,687.55	Yates Construction Company, Inc.
\$1,077,376.00	JR Lynch and Sons, Inc.

The contractor can begin work following award and full contract document execution. The contractor will have 180 days to complete all contract construction work.

#### BUDGET IMPACT:

Funds are available in the following accounts.

302536 527101 302134040155 53010

302531 527101 302192026670 53010

#### RECOMMENDATION / ACTION REQUESTED:

The Engineering Services Department requests Council approve the bids and award Contract 2020-001 Cedrow Subdivision to Sharpe Brothers, a Division of Vecellio & Grogan, Inc. at the contract bid price of \$541,718.04.



FORMAL BID RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: ENGINEERING SERVICES

COUNCIL AGENDA DATE: MAY 18, 2020

BID NO. 14-042920 CONTRACT NO.: 2020-001 DATE OPENED: April 29, 2020

DESCRIPTION:

Cedrow Subdivision consisting of 19 building lots and all the infrastructure to support these houses including water, sanitary sewer, storm drain, asphalt, bioretention cell, and curb and gutter.

PURPOSE:

Using Community Development and City funding sources – to design and build a subdivision of 19 building lots.

COMMENTS:

The construction work on this contract will start following contract award and execution and issuance of Notice to Proceed.

RECOMMEND AWARD TO: Sharpe Bros., a Division of V&G, Inc AMOUNT: \$541,718.04

JUSTIFICATION:

Current bidders are Sharpe Brothers, Inc. \$541,718.04, Yates Construction Co., Inc. \$737,687.55, JR Lynch and Sons \$1,077,137.00, P&S Grading \$542,867.08, and Triangle Grading \$636,194.00

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGO	BUDGETED AMOUNT
302536	527101	302134040155	53010	\$165,558.00
302531	527101	302192026670	53010	\$376,160.04
TOTAL BUDGETED AMOUNT				\$541,718.04

DEPARTMENT HEAD:: Terry Kuneff, P.E., CFM Digitally signed by Terry Kuneff, P.E., CFM  
DN: cn=Terry Kuneff, P.E., CFM, o=City of High Point,  
ou=Engineering Services Department,  
email=terry.kuneff@highpoint.gov, c=US  
Date: 2020.05.04 15:49:14 -0400 DATE: 5-4-2020

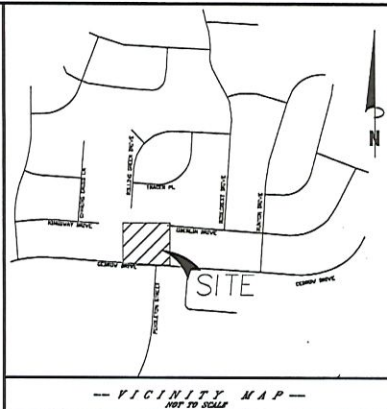
The Purchasing Division concurs with recommendation submitted by the ENGINEERING SVC DEPT and recommends award to the lowest responsible, responsive bidder SHARPE BROS, INC. in the amount of \$541,718.04.

PURCHASING MANAGER: Erik S. Conti Digitally signed by Erik S. Conti  
Date: 2020.05.04 15:24:04 -04'00' DATE: 5-4-20

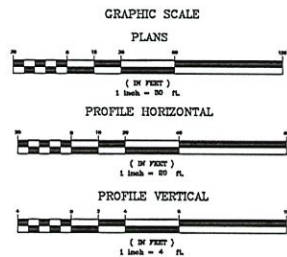
Approved for Submission to Council  
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn  
Date: 2020.05.04 15:40:09 -04'00' DATE: 5-4-20

CITY MANAGER: Greg Demko Digitally signed by Greg Demko  
Date: 2020.05.07 09:54:40 -04'00' DATE:





ACREAGE OF PROJECT  
4.63 ACRES TOTAL



PLANS PREPARED BY:  
CITY OF HIGH POINT  
ENGINEERING SERVICES DEPARTMENT  
HIGH POINT, N.C. 27261

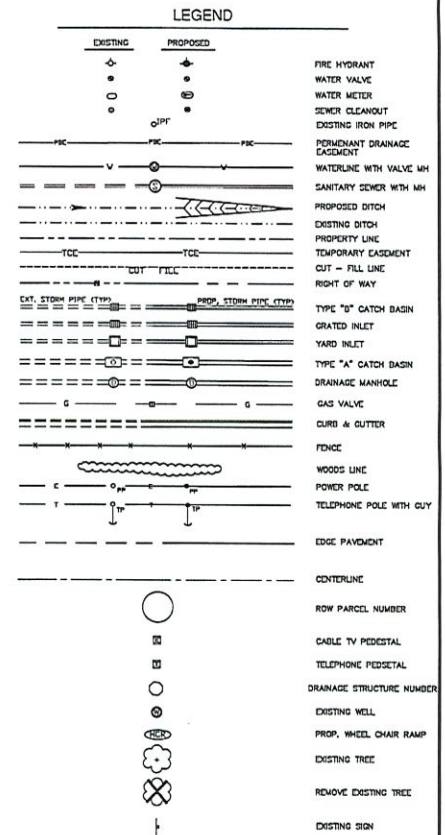
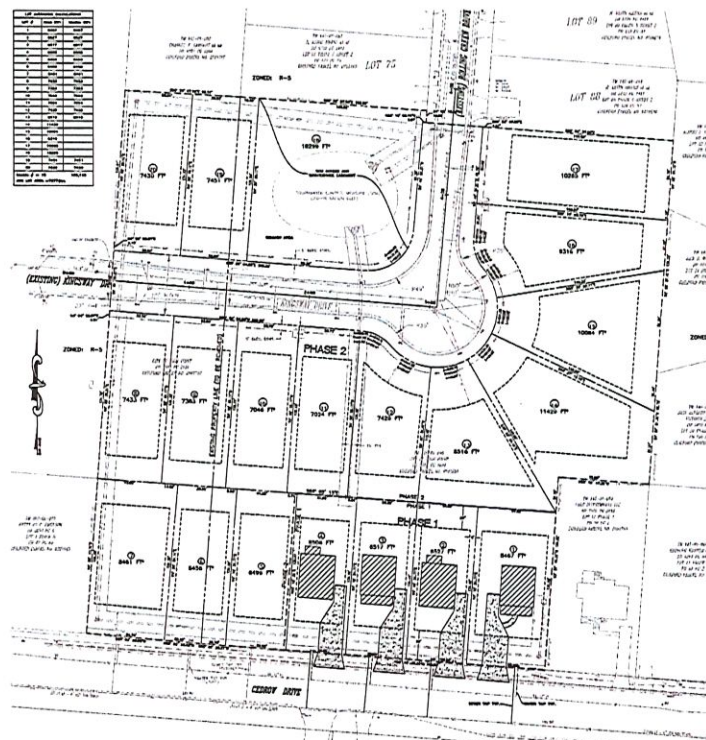
#### INDEX OF SHEETS

SHEET NO.	DESCRIPTION
COVER SHEET	
1	TITLE SHEET
2	STREET PLAN AND PROFILE SHEET
3	WATERSHED, GRADING AND STORM DRAINAGE PLANS
4	BIO-RETENTION CELL PLAN
5	STORM DRAINAGE PROFILES - TYPICAL SECTION
6	EROSION CONTROL PLAN
EO-1	EROSION CONTROL NOTES AND DETAILS
EO-2	EROSION CONTROL NOTES AND DETAILS
EO-3	EROSION CONTROL NOTES AND DETAILS
EO-4	EROSION CONTROL NOTES AND DETAILS
EO-5	NOODI SHEET - GROUND STABILIZATION
EO-6	NOODI SHEET - SELF INSPECTION - REPORTING

## CITY OF HIGH POINT ENGINEERING SERVICES DEPARTMENT STREET AND UTILITY PLANS AND PROFILES FOR CEDROW SUBDIVISION

LOCATED BETWEEN US HWY 311 AND PENDLETON AVE

TYPE OF WORK: — ROADWAY, SANITARY SEWER, WATER LINES, STORM DRAINAGE, WATER AND SEWER SERVICES,  
EROSION CONTROL, FINE GRADING, SEEDING AND BIO-RETENTION CELL



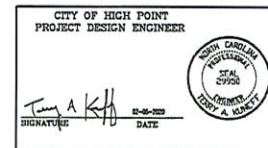
Contact Scott Foster for  
electrical services and  
design at 336-971-6761.

PROJECT DEVELOPER:  
CITY OF HIGH POINT  
COMMUNITY DEVELOPMENT DEPARTMENT

CONTRACT NO. ENG-2020-001

APPROVAL DATE \_\_\_\_\_

STANDARD SPECIFICATIONS  
NORTH CAROLINA DEPT. OF TRANSPORTATION, JULY 2018  
STANDARD SPECIFICATIONS FOR ROADS AND STRUCTURES  
CITY OF HIGH POINT, STANDARD SPECIFICATIONS AND DETAILS  
FOR ROADS, STRUCTURES AND UTILITIES, (LATEST EDITION)

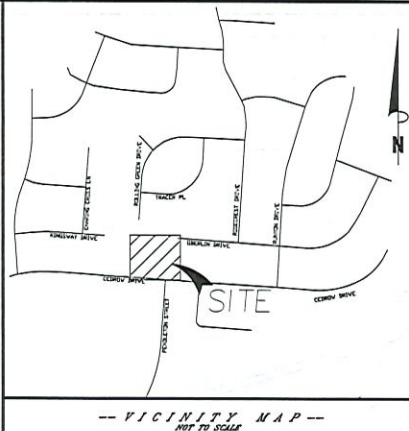


CONTACT CITY ENGINEER  
(336) 883-3194



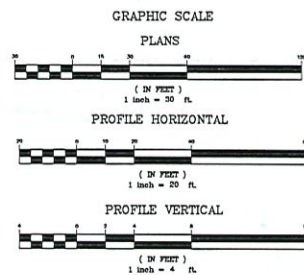
CALL 48 HOURS BEFORE YOU DIG  
1-800-632-4949  
UNIVERSITY MICROFILMS INTERNATIONAL

TITLE SHEET



### ACREAGE OF PROJECT

4.63 ACRES TOTAL



PLANS PREPARED BY:  
CITY OF HIGH POINT  
ENGINEERING SERVICES DEPARTMENT  
HIGH POINT, N.C. 27261

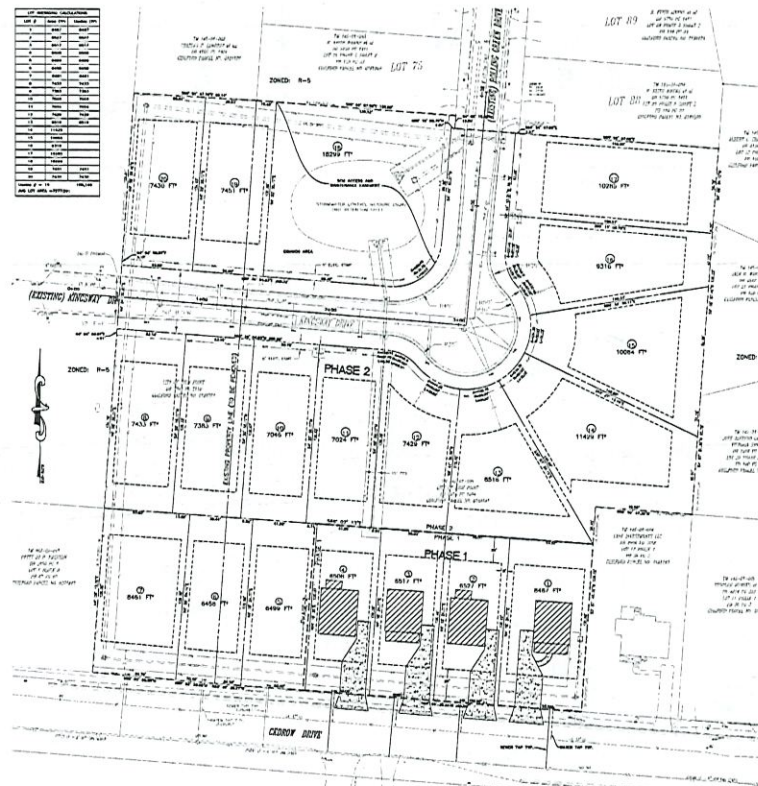
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4	BIO-RETENTION CELL PLAN
5	STORM DRAINAGE PROFILES - TYPICAL SECTION
EC-1	EROSION CONTROL PLAN
EC-2	EROSION CONTROL, NOTES AND DETAILS
EC-3	EROSION CONTROL, NOTES AND DETAILS
EC-4	EROSION CONTROL, NOTES AND DETAILS
EC-5	NOOCH SHEET - GROUND STABILIZATION
EC-6	NOOCH SHEET - SELF INSPECTION - REPORTING

# CITY OF HIGH POINT ENGINEERING SERVICES DEPARTMENT STREET AND UTILITY PLANS AND PROFILES FOR CEDROW SUBDIVISION

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EROSION CONTROL, FINE GRADING, SEEDING AND BIO-RETENTION CELL



LEGEND		
EXISTING	PROPOSED	
		FIRE HYDRANT
		WATER VALVE
		WATER METER
		SEWER CLEANOUT
		EXISTING IRON PIPE
		PERMANENT DRAINAGE EASEMENT
		WATERLINE WITH VALVE MH
		SANITARY SEWER WITH MH
		PROPOSED DITCH
		EXISTING DITCH
		PROPERTY LINE
		TEMPORARY EASEMENT
		CUT - FILL LINE
		RIGHT OF WAY
		TYPE "D" CATCH BASIN
		GRATED INLET
		TYPE "A" CATCH BASIN
		DRAINAGE MANHOLE
		GAS VALVE
		CURB & GUTTER
		FENCE
		WOODS LINE
		POWER POLE
		TELEPHONE POLE WITH GUY
		EDGE PAVEMENT
		CENTERLINE
		ROW PARCEL NUMBER
		CABLE TV PEDESTAL
		TELEPHONE PEDESTAL
		DRAINAGE STRUCTURE NUMBER
		EXISTING WELL
		PROP. WHEEL CHAIR RAMP
		EXISTING TREE
		REMOVE EXISTING TREE
		EXISTING SIGN

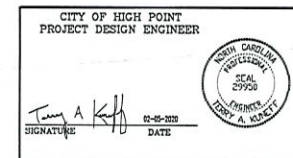
Contact Scott Foster for  
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PROJECT DEVELOPER:  
CITY OF HIGH POINT  
COMMUNITY DEVELOPMENT DEPARTMENT

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CONTACT CITY ENGINEER  
(336) 883-3194

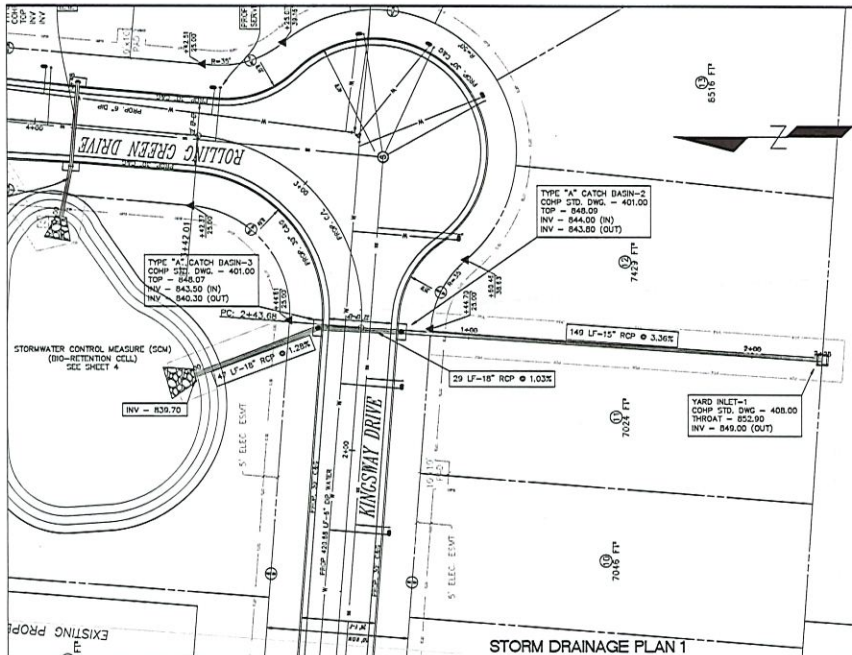


CALL 48 HOURS BEFORE YOU DIG  
1-800-632-4949  
APPROVED BY: T.A.K. (336) 883-3194  
(EXCLUDED: NATIONALS AND HOUSING)

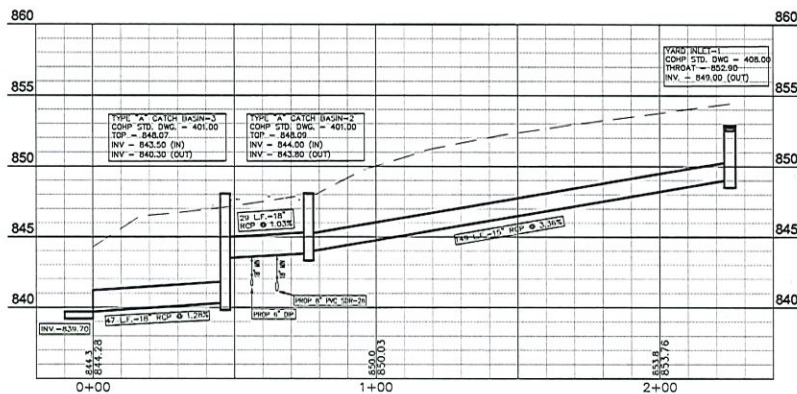
TITLE SHEET



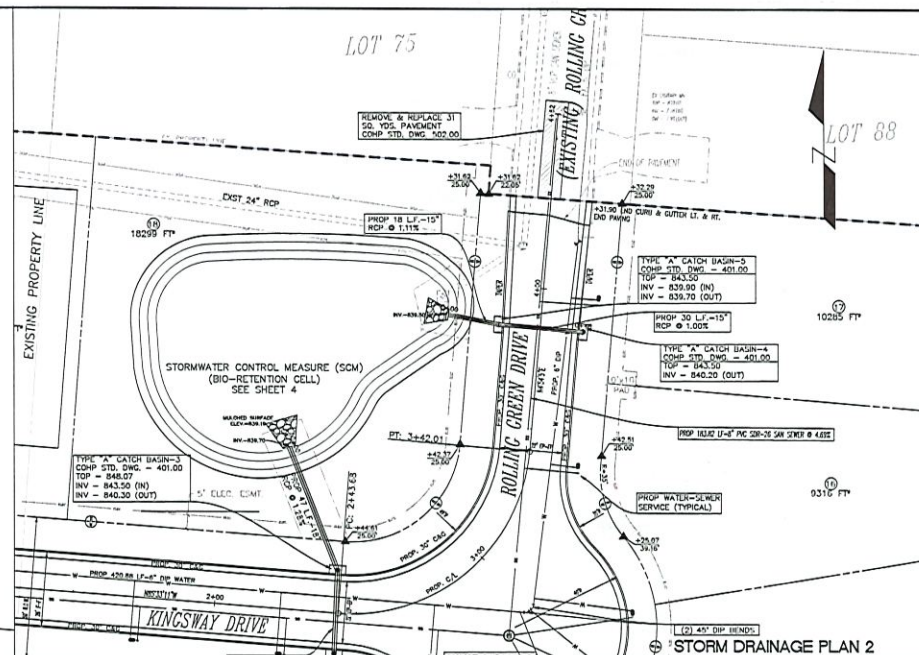
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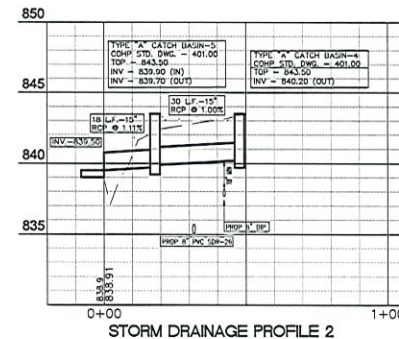
Scale 1" = 20'



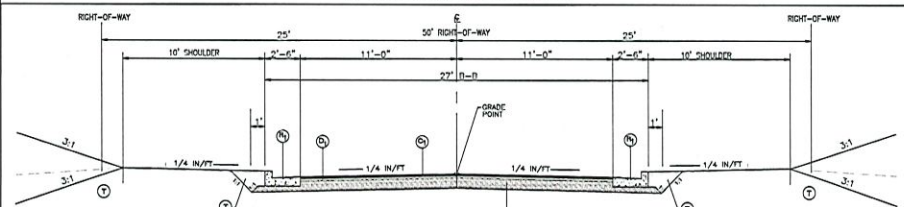
STORM DRAINAGE PROFILE 1



Scale 1" = 20'



STORM DRAINAGE PROFILE 2



TYPICAL SECTION NO. 1  
NEW STREET PAVEMENT  
STA. 0+00 TO STA. 4+62  
(PAVEMENT WIDTH VARIES IN CUL-DE-SAC)

**CITY OF HIGHPOINT**  
ENGINEERING SERVICES  
DEPARTMENT  
211 S. HAWKINS STREET  
HIGH POINT, N.C. 27281  
TELEPHONE (336) 833-3184  
FAX (336) 833-3115

**JOHNSON**  
NORTH CAROLINA  
REGISTERED  
SEAL  
JERRY A. JOHNSON  
10000

JOB NO:	E0448
DATE:	DECEMBER 2019
DESIGNED:	JAF, CFB
DRAWN:	JAF, CFB
CHECKED:	JAF
BY:	SCALE: 1" = 20' (PLAN), 1" = 4' (VERT.)

**PLAN AND PROFILE DRAWINGS FOR  
CEDROW SUBDIVISION  
STORM DRAINAGE PLAN & PROFILE**

STORM DRAIN PROFILES  
HIGH POINT - GORDON COUNTY - NC

SHEET NO.  
**5**



# EROSION CONTROL NOTES

## EROSION CONTROL NOTES

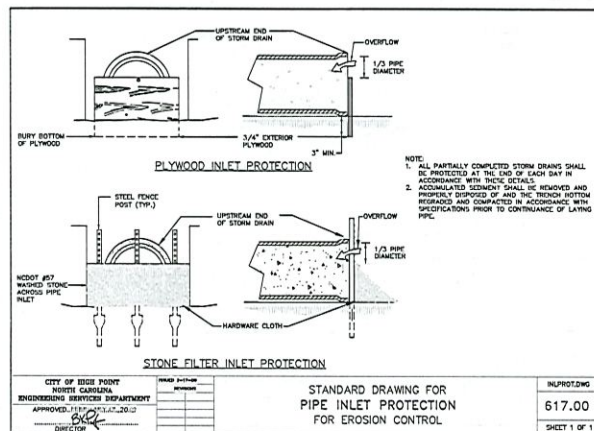
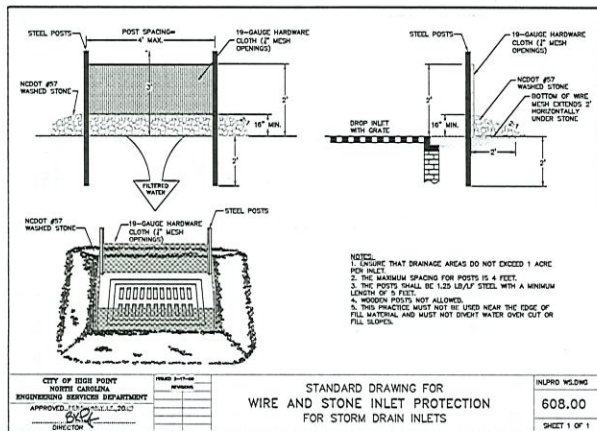
- This Revised Erosion Control Plan is Phase 2 of the current Erosion Control Plan (GUILF-2018-042) that was approved June 29, 2018.
- The Project Disturbed Area in Phase 2 will consist of:
  - Proposed Kingsway and Rolling Green Drive
  - Proposed Storm Drainage to the Bio-Cell
  - Proposed Bio-Cell
  - Construction Entrance
  - House Construction
- The Disturbed Area (4.43 Acres) that was approved June 29, 2018 has been seeded and stabilized.
- Site Disturbed Area: (Phase 2 = 4.00 Acres)
- The Project is located within the Oakdale General Watershed. Therefore, the "Oakdale General Watershed Protection Rules" apply.
- Contractor shall be responsible for all erosion control practices required to minimize effects on adjacent properties during construction. Erosion Control practices shall be continued in accordance with the plans and shall be maintained until contributing areas are stable.
- Contractor shall be responsible for following the various construction and erosion control sequences listed in the plans.
- Stabilized construction entrances shall be provided at all points of ingress and egress from disturbed areas onto paved streets. These shall be built and maintained according to the standard shown in the plans.
- The de-watering of structures with sediment-laden water directly to streams is strictly prohibited. The Contractor shall provide whatever means (e.g. silt bags, distilling basins, etc.) to comply with this stipulation. This will not be paid for separately but shall be included in the unit prices for the other various erosion and sedimentation control pay items.
- If the Contractor chooses to utilize a staging area outside the project limits, which involves the disturbance of any land, adequate erosion control measures and a Reclamation Plan will be required, and prior notice to the City and State will be required along with a revised Erosion Control Plan if necessary.
- If an addendum to the Erosion and Sediment Control Plan is necessary, it must be submitted and approved prior to the initiation of any land disturbing activity which has not been previously approved.
- All finished slopes are to be in accordance with the grading shown on the plan. Under no circumstances are finished slopes to be steeper than 3:1.
- Contractor shall comply with all requirements set forth under the NPDES permit conditions and in accordance with the project provisions.

## BORROW, WASTE, AND TOPSOIL REQUIREMENTS

- Construct and maintain all erosion and sedimentation control practices and measures in accordance with the approved plan and construction schedule. All construction is to be in accordance with 2018 NCDOT Standard Specifications for Roads and Structures.
- Remove good topsoil from areas to be graded and filled, and preserve it for use in finishing the grading of all critical areas.
- Scarf areas to be topsoiled to a minimum depth of 2 inches before placing topsoil.
- Clear and grub areas to be filled. Remove trees, vegetation, roots, or other objectionable material that would affect the planned stability of the fill.
- Ensure that fill material is free of brush, rubbish, rocks, logs, stumps, building debris, and other materials inappropriate for constructing stable fills.
- Place all fill in layers not to exceed 9 inches in thickness, and compact the layers as required in the North Carolina Standard Specifications for compaction requirements.
- Do not incorporate frozen material or soil, mucky, or highly compressible materials into fill slopes.
- Do not place fill on a frozen foundation, due to possible subsidence and slippage.
- Keep diversions and other water conveyance measures free of sediment during all phases of development.
- Handle seeps or springs encountered during construction in accordance with approved methods.
- Temporary stabilization (i.e. temporary seedings) shall be completed on exposed slopes within 14 days following completion of any phase of grading. Permanent stabilization (i.e. permanent seedings) shall be completed for all disturbed areas within 14 days following completion of construction. See Stabilization Timetable table below on this sheet.
- All borrow or waste activity is regulated under the mining act of 1971, and all landfills must be regulated by the Division of Solid Waste Management. All borrow or waste activity for the construction must come from a regulated mine and all waste must be taken to a regulated landfill. Ultimately, from the perspective of the North Carolina Division of Land Quality, all borrow or waste activity is regulated under the mining act of 1971, and all landfills must be regulated by the Division of Solid Waste Management. All borrow or waste activity for the construction must come from a regulated mine and all waste must be taken to a regulated landfill. Ultimately, from the perspective of the North Carolina Division of Land Quality, all borrow or waste activity is regulated under the mining act of 1971, and all landfills must be regulated by the Division of Solid Waste Management. All borrow or waste activity for the construction must come from a regulated mine and all waste must be taken to a regulated landfill. Ultimately, from the perspective of the North Carolina Division of Land Quality, all borrow or waste activity is regulated under the mining act of 1971, and all landfills must be regulated by the Division of Solid Waste Management.
- Topsoil stockpiles, borrow areas, and spoil areas shall be adequately protected from erosion at all times. After construction is complete, these areas shall be final stabilized in accordance with the Stabilization Timetable table on this sheet.
- A revised plan must be submitted & accepted by NCDENR prior to removal of any waste material not already included in the approved plan.

## CONSTRUCTION SEQUENCE

- The City of High Point will obtain a Land Disturbing Permit from North Carolina Division of Land Quality.
- The site has been cleared and graded in Phase One Construction of this Project. The site has been seeded and is currently stabilized with groundcover. The Contractor is to stay within the limits of construction for Phase 2. Any need to cross this limit line will need to be brought to the attention of the engineer prior to any cross over.
- A pre-construction meeting shall be held with the City of High Point, all contractors involved with land disturbance, and the North Carolina Division of Land Quality Erosion Control Inspector on site prior to any clearing or grading. The following must be performed prior to the Pre-Construction Meeting:
  - The Street Construction Stakeout for the roadway and the Bio-Retention Cell shall be staked out prior to the pre-construction meeting. The Contractor is to stay within the limits of construction. Any need to cross this limit line will need to be brought to the attention of the engineer prior to any cross over.
  - Initial Date \_\_\_\_\_
  - Final Date \_\_\_\_\_
  - Provide a rain-gauge on site. Initial Date \_\_\_\_\_
  - Obtain Self-Inspection forms. Initial Date \_\_\_\_\_
  - A copy of the approved Revised Erosion and Sedimentation Plan, the Letter of Approval and the Land Disturbing Permit must be provided and maintained on the site.
- Install the stone construction entrances as shown on the plans.
- General Notes: Install all Temporary Silt Fence, Diversion Berms and the Existing Basin as shown on the plans. All Temporary Diversion Berms, swales and other areas shall be seeded and mulched with straw or equivalent within seven days. All perimeter dikes, swales, ditches, perimeter slopes and all slopes steeper than 3 horizontal to 1 vertical (3:1) shall be provided temporary or permanent stabilization with ground cover as soon as practical but in any event within 7 calendar days from the last land-disturbing activity.
- Record date(s) of providing groundcover. Initial Date \_\_\_\_\_
- Final Date \_\_\_\_\_
- Final Grade the street.
- Install the proposed temporary structure (see sheet EC-1) and new curb baffles in the existing Temporary Sediment Basin. The Temporary Sediment Basin and Silt Fence Device are to remain in place until the bio-retention cell is installed.
- After the sub-grade fine grading for the street is complete, install the proposed storm drainage system for the proposed street, the proposed waterlines and the proposed sanitary sewer lines and services.
- Finish the Fine Grading for all of the remaining roadway shoulders, swales and all that is required to complete Phase 2.
- The Erosion Control devices shall be diligently maintained throughout construction. Devices shall be inspected and repaired after each significant rainfall in accordance with NPDES requirements.
- Stone outlets in all fence are to be checked and cleaned out on a regular maintenance schedule.
- Seed all denuded areas within fourteen (14) days of completion of any phase of grading in accordance with the Stabilization Time frame table on sheet 3 of this plan.
- Any slope graded steeper than 3:1 shall be covered with excelsior matting to prevent erosion after seeding.
- Erosion control devices are to remain in place until the project is completed or the site is properly stabilized with ground cover. All upstream areas must be stabilized prior to removal of erosion control devices and the disturbed area must be adequately stabilized prior to removal of the erosion control devices. Once this occurs, remove sediment, grade to final elevations and stabilize.
- Remove erosion control devices only upon receipt of approval from erosion control inspector and when the disturbed areas have been adequately stabilized.
- The permittee-contractor shall be responsible for all site erosion control maintenance during construction. In addition, the permittee-contractor shall be responsible for keeping all items/records required by the National Pollutant Discharge Elimination System (NPDES) Permit.
- The contractor shall have on site the means to remove any sediment tracked onto the street. If conditions require, equipment must be on site to wash fires of vehicles prior to entering the pavement areas.
- All construction sites one (1) acre or more, requires a NPDES Permit.
- Written documentation of a deviation from approved plan must be noted on the approved plans.
- Written documentation of an emergency situation where sediment has been discharged off site must be recorded. Also, contractor's actions to repair and return area to pre-disturbance condition must be recorded.
- The permittee shall inspect all erosion and sedimentation control facilities every seven days and within 24 hours of a .5 inch of rain. Findings shall be recorded and presented upon inspectors request.
- Any failures that cause visible sedimentation to leave the approved disturbed limits shall be corrected immediately and documented.
- A Self-Inspection Program for all land-disturbing activities larger than one (1) acre is required per GS 113A-54.1(e). This General Notice directs all persons conducting land-disturbing activities larger than one (1) acre to inspect their project after completing each phase of the project, and document the inspection in writing. A detailed explanation may be found at North Carolina Department of Environmental Quality Web-site. The Division of Energy, Mineral and Land Resources is responsible for administering both the SPCA and the NPDES Stormwater Permit for Construction activities. NCG 0100000.
- Retention Ponds and Bio-retention Cells may be used until the end of all grading phases and construction of houses/buildings for collection of sediment. If retention ponds and bio-retention cells are used for erosion control measures, then the structure shall be cleaned of collected sediment prior to certification by engineer.
- Weather forecast shall be monitored. The contractor shall prepare for rain events by re-examining all erosion control measures prior to start of precipitation. Any re-enforcement or corrections should be performed and documented.
- If fill materials are to be brought onto this project or waste materials are to be taken from this project, this information must be disclosed and shown on the erosion control and grading plan. Borrow areas and dump sites are part of this project and the permittee is responsible for stabilization and erosion control measures at these sites. These sites must be permitted.
- The erosion control inspector can require, in addition to any other civil or criminal penalty or injunctive relief, that any person(s) who is engaged in a land-disturbing activity and fails to retain sediment generated by the land-disturbing activity, to restore the waters and land affected by the failure so as to minimize the detrimental effects of the resulting pollution by sedimentation.



## EROSION CONTROL LEGEND

- WIRE AND STONE INLET PROTECTION  
COPD STD. DETAIL 608.00
- TEMPORARY SILT FENCE  
NCDOT 1605.01
- ROCK PIPE INLET SEDIMENT TRAP  
TYPE A, NCDOT 1635.01
- STRAW WATTLE
- TEMPORARY DIVERSION  
BERM, NCDOT 1630.05
- STONE OUTLET FOR  
SILT FENCE
- \*STONE OUTLETS FOR PROPOSED SILT FENCE  
SHALL BE PLACED AT ALL LOW SPOTS.



CITY OF HIGH POINT  
ENGINEERING SERVICES  
DEPARTMENT  
211 S. HAWKINS STREET  
HIGH POINT, N.C. 27281  
TEL: (336) 883-3384  
FAX: (336) 883-3385

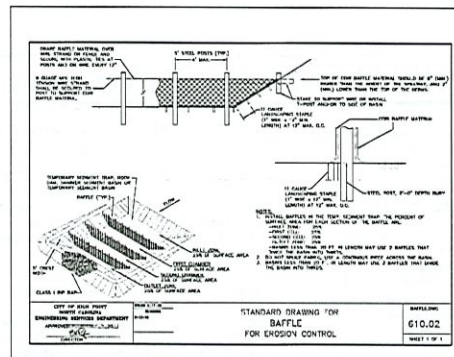
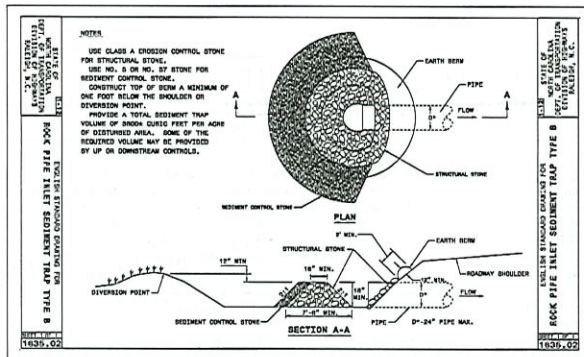


JOB NO.	PD0446
DATE	12-05-2019
DESIGNED	JSD
DRAWN	JSD
CHECKED	TAK, JF
BY	SCALE
FILED	6-23-18
REVISED	6-27-18
REVISION	1
DESCRIPTION	REVISED EROSION CONTROL PLAN

EROSION CONTROL PLAN  
CEDROW SUBDIVISION PHASE 2  
EROSION CONTROL PLAN

SHEET NO.  
EC-2  
OF 6





—THERE IS CURRENTLY A FUNCTIONING SKIMMER DEVICE IN THE TEMPORARY SEDIMENT BASIN FROM PHASE ONE. THESE DETAILS ARE PROVIDED AS A REFERENCE AND IN CASE REPLACEMENT IS NEEDED.  
—MAINTENANCE OF THIS BASIN WILL CONTINUE UNTIL THE SITE IS STABILIZED AND THE BASIN IS CONVERTED TO A BIO-RETENTION DEVICE.  
—WHEN PHASE TWO IS COMPLETED AND THE SITE IS STABILIZED, THE TEMPORARY SEDIMENT BASIN SHALL BE CONVERTED TO BIO-RETENTION CELL. (SEE THE WATERSHED PLAN)

## FAIRCLOTH SKIMMER DEVICE DETAILS AND SPECIFICATIONS

### FAIRCLOTH SKIMMER DEVICE

#### Construction Specifications, Practice Standards and Specifications

- Clear, grub, and strip the area under the embankment of all vegetation and root matter. Remove all surface and subsurface (both) sources of organic matter and vegetation or dispose of it properly. Until all objectionable material is removed, the disturbed area is not to be used for any purpose.
- Ensure that all material for the embankment is free of roots, weeds, vegetation, organic matter, and other objectionable material. Place the fill in lifts not to exceed 12 inches, and machine compact it. Overfill the embankment to achieve a 2% slope for settlement.
- Shape the basin to the specified dimensions. Permit the skimming device from settling into the basin by excavating a shallow pit under the skimmer or providing a support for the skimmer.
- Place the basin (typically 40" x 40" PVC pipe) on a firm, smooth, non-porous material such as sand, gravel, or crushed stone as bedded around the pipe. Place the fill material around the pipe to the specified dimensions and compact it under and around the pipe to at least the same density as the adjacent embankment. Care must be taken not to force the pipe from the fill material with the compaction when working under the pipe.
- Place a minimum depth of 2 feet of compacted backfill over the pipe skimmer before covering it with construction equipment. In no case should the pipe skimmer be installed by cutting a trench through the dam after the embankment is complete.
- Assemble the skimmer following the manufacturer's instructions, or as designed.
- Place the skimmer on the bottom of the basin with the flexible joint at the inlet of the basin. Attach the flexible joint to the basin pipe and position the skimmer over the embankment pit or support. The user should a rope for the skimmer and anchor it to the side of the basin. This will be used to pull the skimmer to the side for maintenance.

#### Maintenance Schedule

Inspect skimmer sediment basin at least weekly and after each significant (one-half inch or greater) rainfall event and after each significant (one-half inch or greater) rainfall event. Remove sediment and debris from the basin and return the basin to its original dimensions when sediment accumulates to one-half the height of the first filter. Pull the skimmer to one side so that the sediment underneath it can be excavated. Excavate the sediment from the entire basin, not just around the skimmer or the first filter. Make sure vegetation growing on the bottom of the basin does not hold down the skimmer.

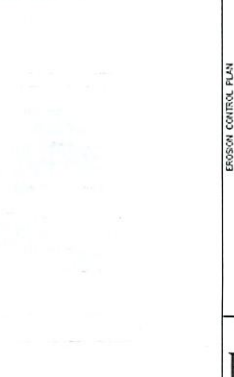
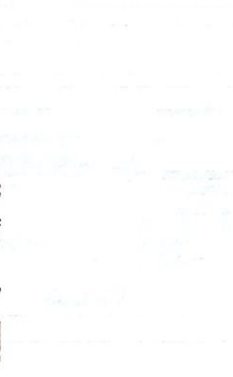
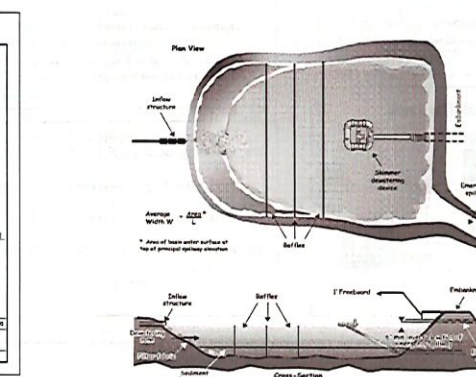
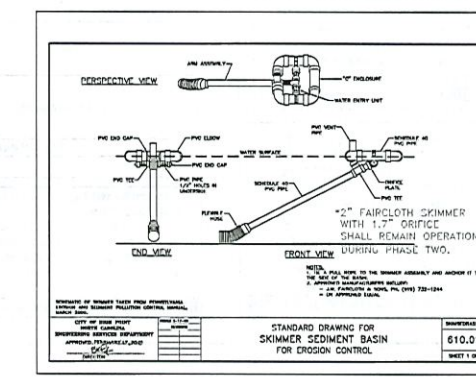
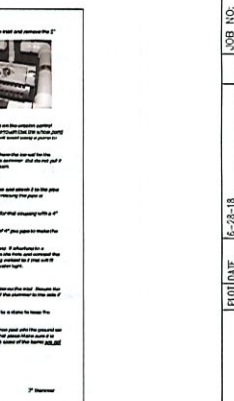
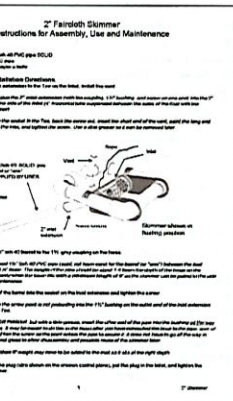
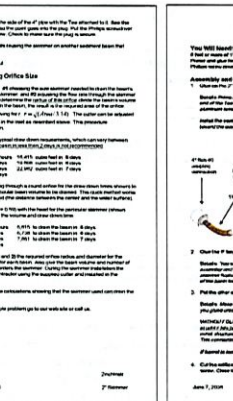
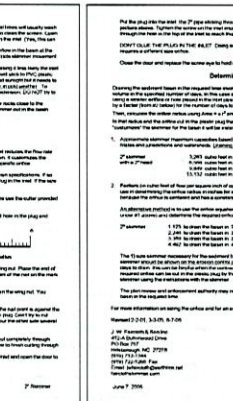
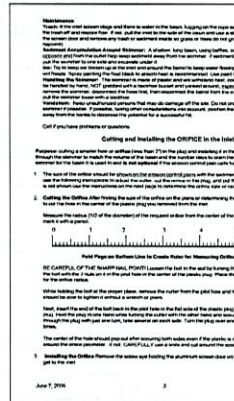
Repair the filter if they are damaged. Re-anchor the filter if water is flowing underneath or around them.

If the skimmer is clogged with trash and there is water in the basin, usually during the rain, the user will make the skimmer float and down and dislodge the debris and return it. If this does not work, pull the skimmer over to the side of the basin and remove the debris.

If the skimmer or basin pipe is clogged, the orifice can be removed and the skimmer cleaned with a plumber's snake or by flushing with water. The user and replace the orifice before repositioning the skimmer.

Check the fabric filter for damage and make any required repairs with fabric that spans the full width of the filter. Check the embankment, spillways, and inlet for erosion damage, and repair the embankment for piping and settlement. Make all necessary repairs immediately. Remove all trash and other debris from the skimmer and pool area.

Ensure weather conditions result in low flowing in the basin. Some special precautions should be taken in the winter to prevent the skimmer from plugging with ice.



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NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION  
1001 EAST 7TH STREET  
RALEIGH, N.C. 27601

JOB NO. P00446  
DATE 12-05-2019  
DESIGNED JSD  
DRAWN JSD  
CHECKED TAC, JNF  
SCALE 1" = 20' HORIZ.  
VERT. SCALE 1" = 20' VERT.

FIGURE 2  
CEDROW SUBDIVISION PHASE 2  
EROSION CONTROL PLAN

SHEET NO.  
EC-4  
OF 6



### PART III SELF-INSPECTION, RECORDKEEPING AND REPORTING

#### SECTION A: SELF-INSPECTION

Self-inspections are required during normal business hours in accordance with the table below. When adverse weather or site conditions would cause the safety of the inspection personnel to be in jeopardy, the inspection may be delayed until the next business day on which it is safe to perform the inspection. In addition, when a storm event of equal to or greater than 1.0 inch occurs outside of normal business hours, the self-inspection shall be performed upon the commencement of the next business day. Any time when inspections were delayed shall be noted in the Inspection Record.

Inspect	Frequency (during normal business hours)	Inspection records must include:
(1) Rain gauge maintained in good working order	Daily	Daily rainfall amounts. If no daily rain gauge observations are made during weekend or holiday periods, and no individual-day rainfall information is available, record the cumulative rain measurement for those unattended days (and this will determine if a site inspection is needed). Days on which no rainfall occurred shall be recorded as "zero." The permittee may use another rain-monitoring device approved by the Division.
(2) E&SC Measures	At least once per 7 calendar days and within 24 hours of a rain event $\geq 1.0$ inch in 24 hours	1. Identification of the measures inspected, 2. Date and time of the inspection, 3. Name of the person performing the inspection, 4. Indication of whether the measures were operating properly, 5. Description of maintenance needs for the measures, 6. Description, evidence, and date of corrective actions taken.
(3) Stormwater discharge outfalls (SDCs)	At least once per 7 calendar days and within 24 hours of a rain event $\geq 1.0$ inch in 24 hours	1. Identification of the discharge outfalls inspected, 2. Date and time of the inspection, 3. Name of the person performing the inspection, 4. Evidence of indicators of stormwater pollution such as oil sheen, floating or suspended solids or discoloration, 5. Indication of visible sediment leaving the site, 6. Description, evidence, and date of corrective actions taken.
(4) Perimeter of site	At least once per 7 calendar days and within 24 hours of a rain event $\geq 1.0$ inch in 24 hours	If visible sedimentation is found outside site limits, then a record of the following shall be made: 1. Actions taken to clean up or stabilize the sediment that has left the site limits, 2. Description, evidence, and date of corrective actions taken, and 3. An explanation as to the actions taken to control future releases.
(5) Streams or wetlands onsite or offsite (where accessible)	At least once per 7 calendar days and within 24 hours of a rain event $\geq 1.0$ inch in 24 hours	If the stream or wetland has increased visible sedimentation or a stream has visible increased turbidity from the construction activity, then a record of the following shall be made: 1. Description, evidence and date of corrective actions taken, and 2. Records of the required reports to the appropriate Division Regional Office per Part III, Section C, Item (2)(a) of this permit.
(6) Ground stabilization measures	After each phase of grading	1. The phase of grading (installation of perimeter E&SC measures, clearing and grubbing, installation of storm drainage facilities, completion of all land-disturbing activity, construction or redevelopment, permanent ground cover). 2. Documentation that the required ground stabilization measures have been provided within the required timeframe or an assurance that they will be provided as soon as possible.

NOTE: The rain inspection resets the required 7 calendar day inspection requirement.

### PART II, SECTION G, ITEM (4) DRAW DOWN OF SEDIMENT BASINS FOR MAINTENANCE OR CLOSE OUT

Sediment basins and traps that receive runoff from drainage areas of one acre or more shall use outlet structures that withdraw water from the surface when these devices need to be drawn down for maintenance or close out unless this is infeasible. The circumstances in which it is not feasible to withdraw water from the surface shall be rare (for example, times with extended cold weather). Non-surface withdrawals from sediment basins shall be allowed only when all of the following criteria have been met:

- The E&SC plan authority has been provided with documentation of the non-surface withdrawal and the specific time periods or conditions in which it will occur. The non-surface withdrawal shall not commence until the E&SC plan authority has approved these items.
- The non-surface withdrawal has been reported as an anticipated bypass in accordance with Part III, Section C, Item (2)(c) and (d) of this permit.
- Dewatering discharges are treated with controls to minimize discharges of pollutants from stormwater that is removed from the sediment basin. Examples of appropriate controls include properly sited, designed and maintained dewatering tanks, weir tanks, and filtration systems.
- Vegetated, upland areas of the sites or a properly designed stone pad is used to the extent feasible at the outlet of the dewatering treatment devices described in Item (c) above.
- Velocity dissipation devices such as check dams, sediment traps, and riprap are provided at the discharge points of all dewatering devices, and
- Sediment removed from the dewatering treatment devices described in Item (c) above is disposed of in a manner that does not cause deposition of sediment into waters of the United States.

### PART III SELF-INSPECTION, RECORDKEEPING AND REPORTING

#### SECTION B: RECORDKEEPING

##### 1. E&SC Plan Documentation

The approved E&SC plan as well as any approved deviation shall be kept on the site. The approved E&SC plan must be kept up-to-date throughout the coverage under this permit. The following items pertaining to the E&SC plan shall be kept on site and available for inspection at all times during normal business hours.

Item to Document	Documentation Requirements
(a) Each E&SC measure has been installed and does not significantly deviate from the locations, dimensions and relative elevations shown on the approved E&SC plan.	Initial and date each E&SC measure on a copy of the approved E&SC plan or complete, date and sign an inspection report that lists each E&SC measure shown on the approved E&SC plan. This documentation is required upon the initial installation of the E&SC measures or if the E&SC measures are modified after initial installation.
(b) A phase of grading has been completed.	Initial and date a copy of the approved E&SC plan or complete, date and sign an inspection report to indicate completion of the construction phase.
(c) Ground cover is located and installed in accordance with the approved E&SC plan.	Initial and date a copy of the approved E&SC plan or complete, date and sign an inspection report to indicate compliance with approved ground cover specifications.
(d) The maintenance and repair requirements for all E&SC measures have been performed.	Complete, date and sign an inspection report.
(e) Corrective actions have been taken to E&SC measures.	Initial and date a copy of the approved E&SC plan or complete, date and sign an inspection report to indicate the completion of the corrective action.

##### 2. Additional Documentation to be Kept on Site

In addition to the E&SC plan documents above, the following items shall be kept on the site and available for inspectors at all times during normal business hours, unless the Division provides a site-specific exemption based on unique site conditions that make this requirement not practical:

- This General Permit as well as the Certificate of Coverage, after it is received.
- Records of inspections made during the previous twelve months. The permittee shall record the required observations on the Inspection Record Form provided by the Division or a similar inspection form that includes all the required elements. Use of electronically-available records in lieu of the required paper copies will be allowed if shown to provide equal access and utility as the hard-copy records.

##### 3. Documentation to be Retained for Three Years

All data used to complete the e-NOI and all inspection records shall be maintained for a period of three years after project completion and made available upon request. [40 CFR 122.41]

### PART III SELF-INSPECTION, RECORDKEEPING AND REPORTING

#### SECTION C: REPORTING

##### 1. Occurrences that Must be Reported

Permittees shall report the following occurrences:

- Visible sediment deposition in a stream or wetland.
- Oil spills if:
  - They are 25 gallons or more,
  - They are less than 25 gallons but cannot be cleaned up within 24 hours,
  - They cause sheen on surface waters (regardless of volume), or
  - They are within 100 feet of surface waters (regardless of volume).
- Releases of hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (40 CFR 110.3 and 40 CFR 117.3) or Section 102 of CERCLA (Ref: 40 CFR 302.4) or G.S. 143-215.85.
- Anticipated bypasses and unanticipated bypasses.
- Noncompliance with the conditions of this permit that may endanger health or the environment.

##### 2. Reporting Timeframes and Other Requirements

After a permittee becomes aware of an occurrence that must be reported, he shall contact the appropriate Division regional office within the timeframes and in accordance with the other requirements listed below. Occurrences outside normal business hours may also be reported to the Department's Environmental Emergency Center personnel at (800) 858-0368.

Occurrence	Reporting Timeframes (After Discovery) and Other Requirements
(a) Visible sediment deposition in a stream or wetland	<ul style="list-style-type: none"> <li>Within 24 hours, an oral or electronic notification.</li> <li>Within 7 calendar days, a report that contains a description of the sediment and actions taken to address the cause of the deposition. Division staff may waive the requirement for a written report on a case-by-case basis.</li> <li>If the stream is named on the NC 303(d) list as impaired for sediment-related causes, the permittee may be required to perform additional monitoring. Inspections or apply more stringent practices if staff determine that additional requirements are needed to assure compliance with the federal or state impaired-waters conditions.</li> </ul>
(b) Oil spills and release of hazardous substances per Item 1(b)-(c) above	<ul style="list-style-type: none"> <li>Within 24 hours, an oral or electronic notification. The notification shall include information about the date, time, nature, volume and location of the spill or release.</li> </ul>
(c) Anticipated bypasses [40 CFR 122.41(m)(3)]	<ul style="list-style-type: none"> <li>A report at least ten days before the date of the bypass, if possible. The report shall include an evaluation of the anticipated quality and effect of the bypass.</li> </ul>
(d) Unanticipated bypasses [40 CFR 122.41(m)(3)]	<ul style="list-style-type: none"> <li>Within 24 hours, an oral or electronic notification.</li> <li>Within 7 calendar days, a report that includes an evaluation of the quality and effect of the bypass.</li> </ul>
(e) Noncompliance with the conditions of this permit that may endanger health or the environment [40 CFR 122.41(l)(7)]	<ul style="list-style-type: none"> <li>Within 24 hours, an oral or electronic notification.</li> <li>Within 7 calendar days, a report that contains a description of the noncompliance, and its causes; the period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time noncompliance is expected to continue; and steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance. [40 CFR 122.41(l)(6).</li> <li>Division staff may waive the requirement for a written report on a case-by-case basis.</li> </ul>



## NCG01 SELF-INSPECTION, RECORDKEEPING AND REPORTING

EFFECTIVE: 04/01/19



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FORM NO. 1019  
DATE: NOVEMBER 2019  
DESIGNED: JED  
DRAWN: JED  
CHECKED: JED  
BY: SCALE: 1/8" = 1'-0"

REVISION  
REV. DATE  
DESCRIPTION

EROSION CONTROL NCG01 SHEET FOR  
CEDROW SUBDIVISION  
KINGSWAY DR TO ROLLING GREEN DR  
ROADWAY AND SITE IMPROVEMENTS  
HIGH POINT - GORDON COUNTY - NC

SHEET NO.  
EC-6  
OF 6