

## CONSTRUCTION BULLETIN 14-01

TO: Jennifer Toth, Deputy Director for Transportation  
Dallas Hammit, Sr. Deputy State Engineer, Development  
Robert J. Samour, Sr. Deputy State Engineer, Operations  
Todd Emery, Deputy State Engineer, Statewide Operations  
Brent Cain, Deputy State Engineer, Urban Operations  
Steve Boschen, Deputy State Engineer, Design  
Barry Crockett, Deputy State Engineer, Contracts & Clearances  
Bill Hurguy, Asst. State Engineer, Materials  
Lonnie Hendrix, Asst. State Engineer, Maintenance  
Trent Kelso, Asst. State Engineer, Urban Project Management  
Vincent Li, Asst. State Engineer, Statewide Project Management  
Maysa Hanna, Asst. State Engineer, Traffic Engineering Group  
Annette Riley, Asst. State Engineer, Roadway Design Group  
Shafi Hassan, Asst. State Engineer, Bridge Group  
Paul O'Brien, Environmental Planning Group Manager  
District Engineers  
Resident Engineers

FROM: Julie E. Kliewer, Assistant State Engineer, Construction

DATE: April 11, 2014

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## Erosion Control Coordinator (ECC) Certification Requirements

### Purpose

To extend the April 30, 2014 deadline that requires all Contractor Erosion Control Coordinators to complete or renew their training in order to maintain their certification.

### Background

The Department's current Stored Specifications for Erosion Control contain the following paragraphs in Subsection 104.09(D)(2) Certification Requirements:

*The proposed erosion control coordinator shall have successfully completed the two-day (16 hour) "Erosion Control Coordinator" training class (hereinafter referred to as the training class) provided by the Associated General Contractors (Arizona Chapter), phone (602) 252-3926.*

*If a current training class certificate is more than three years old, the Erosion Control Coordinator will have until April 30, 2014 to successfully complete either a six-hour "Erosion Control Coordinator Refresher" class (hereinafter referred to as the refresher class), also provided by the Associated General Contractors (Arizona Chapter), or the two-day training class specified above.*

*In order to maintain the training class certification, the refresher class shall be required every three years thereafter, prior to the expiration date listed on the previous certificate. After April 30, 2014, should more than three years elapse from completion of either the training class or refresher class, the contractor's proposed erosion control coordinator shall be required to successfully complete the two-day training class in order to again be eligible for consideration.*

Due to difficulties in scheduling the refresher course, the Department has agreed to extend the above deadline for three months (to July 31, 2014).

### **Process**

For on-going and new (beginning prior to July 31, 2014) construction projects, if the ECC's "Erosion Control Coordinator Training" class was taken more than three years ago, the ECC shall provide documentation to the Resident Engineer (RE) by July 31, 2014 that they have either successfully retaken the 16-hour "Erosion Control Coordinator Training" class or successfully taken the six-hour "Erosion Control Coordinator Refresher" class.

Should the contractor fail to provide the RE documentation that the ECC successfully completed the training the RE will reject the contractor's ECC. The RE will direct the contractor to stop all affected work and propose a new ECC. No additional work on construction items affected by the SWPPP will be allowed until a new ECC has been approved by the RE or the existing ECC has provided the required documentation stated above.

A procedural change order is required for this contract modification. An example is attached for your use.

Attachment



Arizona Department of Transportation  
 Intermodal Transportation Division  
**Supplemental Agreement**  
**04/11/2014**

Procedural Change Order No.

Approval Date:

Tracs No:

Project No:

Org:

Project Name:

Contractor:

Federal Aid  
 Non-Federal Aid

**Request:**

To revise the second and third paragraphs of Section 104.09(D)(2) of the Special Provisions with the following:

*If a current training class certificate is more than three years old, the Erosion Control Coordinator will have until July 31, 2014 to successfully complete either a six-hour "Erosion Control Coordinator Refresher" class (hereinafter referred to as the refresher class), also provided by the Associated General Contractors (Arizona Chapter), or the two-day training class specified above.*

*In order to maintain the training class certification, the refresher class shall be required every three years thereafter, prior to the expiration date listed on the previous certificate. After July 31, 2014, should more than three years elapse from completion of either the training class or refresher class, the contractor's proposed erosion control coordinator shall be required to successfully complete the two-day training class in order to again be eligible for consideration.*

**Reason:**

Due to difficulties in scheduling the Erosion Control Coordinator refresher course, the Department has agreed to extend the above deadline from April 30, 2014 to July 31, 2014.

**Specification/Stipulation**

Should the contractor fail to provide the RE documentation that the ECC successfully completed the training, the RE will reject the contractor's ECC. The RE will direct the contractor to stop all affected work and propose a new ECC. However, all erosion and pollution control items specified in the SWPPP shall be maintained at all times. No additional work on construction items affected by the SWPPP will be allowed until a new ECC has been approved by the RE or the existing ECC has provided the required documentation stated above.

**No Extension of Contract Time is authorized for this Supplemental Agreement.**

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

Resident Engineer

City/County Engineer

Field Reports

For valuable considerations, it is mutually agreed that the matter detailed above shall be done and payment made as shown herein for a Supplemental Agreement Change Order, all in accordance with the terms of the contract. For work being performed as a Supplemental Agreement Force Account Work Order, final payment shall be made as stipulated in the Standard Specifications and its supplements upon completion of said work.

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

Approved for:

Approved for State of Arizona

Approved without Federal participation

Contractor

Approved with Federal participation

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_