



State of Alaska Department of Transportation & Public Facilities  
Statewide Design & Engineering Services

PROJECT NAME \_\_\_\_\_ AKSAS# \_\_\_\_\_ Invoice Date \_\_\_\_\_

COMPANY NAME \_\_\_\_\_ State Vendor No. \_\_\_\_\_

FINANCIAL CODING \_\_\_\_\_ Amount this Bill \$ \_\_\_\_\_

**HIGHWAYS TABLE 641-2  
EROSION, SEDIMENT AND POLLUTION CONTROL – LIQUIDATED DAMAGES**

Code	Description	Deductible Amount in Dollars	Cumulative Deductible Amounts in Dollars	Date(s) of Occurrence	Subtotal in Dollars
<b>A</b>	641-1.04 Failure to have a qualified (AK-CESCL or equivalent) SWPPP Manager	Calculated in Code B or F			
<b>B</b>	Failure to meet SWPPP requirements of:  (1) 641-2.01.1 Name of SWPPP Preparer  (2) Not Applicable  (3) 641-3.03.8 Sign and Date SWPPP amendments with qualified person.  (4) 641-3.02 Records maintained at project and made available for review	\$750 per omission			
<b>C</b>	Not Applicable				
<b>D</b>	641-3.03.5 Failure to stabilize a Project prior to fall freeze up	\$5,000 per Project per year			
<b>E</b>	641-2.01.1 Failure to conduct pre-construction inspections before Construction Activities on all projects greater than 1 acre.	\$2,000 per Project			

<b>F</b>	641-3.03. Failure to conduct and record CGP Inspections  641-3.03.1 Personnel conducting Inspections and Frequency  641-3.03.2 Inspection Reports, use Form 25D-100, completed with all required information	\$750 per Inspection	Additional \$750 for every additional 7 day period without completing the required inspection		
<b>G</b>	641-3.01.4 Corrective action, failure to timely accomplish BMP maintenance and/or repairs, In effect until BMP maintenance and/or repairs is completed.	\$500 per Project per day			
<b>H</b>	641-3.01.3 Failure to provide to the Engineer and DEC a timely oral noncompliance report of violations or for a deficient oral noncompliance report	\$750 for the first day the report is late or deficient	Additional \$750 for every 14 day period without the required information		
<b>I</b>	641-3.01.3 Failure to provide to the Engineer and DEC a timely written noncompliance report, use Form 25D-143, of violations or for a deficient written noncompliance report	\$750 for the first day the report is late or deficient	Additional \$750 for every 14 day period without the required information		
<b>J</b>	641.3.04 Failure to comply with the requirements of the CGP, approved SWPPP, and Section 641, except as listed above	\$750 per occurrence for the first day of noncompliance	Additional \$750 for every day the deficiency remains uncorrected		
<b>Subtotal</b>					\$

**Comments:**

Calculating Person's Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name \_\_\_\_\_ Printed Department Position \_\_\_\_\_  
 Project Engineer's Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name \_\_\_\_\_ Printed Department Position \_\_\_\_\_  
 Regional Approving Person Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name \_\_\_\_\_ Printed Department Position \_\_\_\_\_

**Notes:**

- Regional Approving Person is the Construction Engineer or delegate at the Project Manager/Group Chief Level. Document approval procedure and signature authority in regional files.
- Route completed form to Regional Fiscal Office Attn: Accounts Receivable.
- Invoices will be processed by Regional Accounts Receivable in coordination with HQ Finance.

- IRIS Financial Coding to be:
  - Template TSWPPP
  - Unit Code for Highways: 0580, Aviation: 0581, Others: 0582
  - Function Code: SWPPP
  - Location Code: "ANCH" for Anchorage, "FBKS" for Fairbanks, "RWSR" South Coast
  - BSA: 2563
- Further guidance is by CE Directive dated May 19, 2011:

Use Table 641-2, Erosion, Sediment and Pollution Control – Liquidated Damages on construction projects that will have Construction General Permit coverage for stormwater discharges.

Use Form 25D-126 to document liquidated damages and communicate billing amounts to the Regional Fiscal Office. The Regional Fiscal Office may send invoices to the contractor for individual occurrences, or as a single invoice before final acceptance. Contractor payments for stormwater related liquidated damages will be received in a separate account.

The contracting officer may withhold an amount equal to the liquidated damages from Contract payments until the Contractor pays the invoice; or if there is a dispute, until the dispute is resolved.