

Colorado Practice Documentation Requirements Checklist for 378 – Pond (Excavated)

Minimum documentation requirements for this practice are outlined below. Documentation for associated practices or system components shall follow the appropriate practice documentation requirements for those practices or components. Some items may not be applicable in all cases; mark "N/A" in the check box if such is the case.

Participant Name:	Address:
Project Name & Location:	

✓	By:	Date:
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RESOURCE INVENTORY & DESIGN INVESTIGATIONS

Purpose and objectives of practice clearly identified.			
Soils identified (soil map, description, properties, etc.).			
Ground water elevation.			
Drainage area (for dugouts supplied by surface runoff).			
Location of underground utilities.			
NRCS-CPA-52, Env. Effects Worksheet, & CO-SSC-1, Cult. Res. Survey Form, completed.			
Right of way easements, utility clearances, SHPO clearance, and applicable State and Federal permits are obtained. Permit application made to the Colorado Division of Water Resources (DWR) for jurisdictional size dams or "Notice of Intent" filed with DWR for non-jurisdictional size dams.			
CO-ENG-13, Notice of Participant Responsibilities, has been reviewed with the cooperator, signed, and filed.			

SURVEY

Topographic or other type of survey of site in order to obtain the following information:			
<ul style="list-style-type: none"> • Size of pond. • Location of emergency spillway, if necessary. • Drainage area. 			
A sufficient number of temporary benchmarks placed so that horizontal and vertical control can be established throughout design, construction, and checkout of the structure.			

DESIGN

Engineering Job Class determined and noted.			
Hydrologic computations, e.g., annual yield for surface runoff or peak design flow where emergency spillways are used.			
Hydraulic capacity of emergency spillway.			
Dimensions of pond determined.			
Structure data (surface area, storage volume, etc).			
Location for spoil material identified and detailed, if necessary.			
Earthwork quantity computations.			
Cost estimate.			
Records indicating that NRCS obligations regarding State and Federal regulations have been met. Participant(s) have applied for all permits and cleared water rights issues.			
Design computations have been checked and approved by the appropriate person(s).			

PLANS AND SPECIFICATIONS

Construction drawings drawn on appropriately-sized standard drawing sheets. Include standard drawings as appropriate. Drawings and/or specifications to include the following:			
• Engineering Job Class.			
• Location map or description.			
• Plan and cross section(s) of pond in sufficient detail to show bottom dimensions, side and end slopes, minimum design depth, spoil placement, berm width, etc..			
• Fill material and compaction requirements; use or disposal of spoil material shown.			
• Requirements for fencing, seeding, etc.			
• Construction notes and General notes as required.			
• Note on drawings to call the Utility Notification Center of Colorado (UNCC), 8-1-1 or 1-800-922-1987, prior to any excavation.			
• Table of quantity estimates.			
Construction specifications prepared (Colorado FOTG Practice Specifications or other).			
Construction drawings and specifications have been checked and approved and drawings signed.			
O&M Plans prepared.			
Plans, specifications, and O&M plans have been reviewed with the cooperator.			
Preconstruction meeting with cooperator and contractor.			

CONSTRUCTION LAYOUT SURVEYS

Locate bottom corners and set grade and slope stakes.			
Set alignment and grade stakes for embankments, emergency spillways, and pipes, if used.			

COMPLIANCE CHECKS & FINAL DOCUMENTATION

Dimensions of top and bottom; side slopes measured.			
Elevations of top and bottom four corners.			
Width and length cross sections.			
Check elevations and dimensions of other components, such as designed embankments or emergency spillway.			
Seeding and/or fencing noted as complete.			
UNCC (Utility Notification) ticket number has been recorded.			
Construction inspection reports recorded.			
Changes in design are noted and approved by the landowner and the designer, and proper engineering review/approval is obtained.			
"As-Built" plans prepared and filed (Required if significant changes in design occur during construction and for Job Class V and above). If no significant changes, mark original plans "As-Built".			
Practice completion certified on CO-ENG-1, CO-ENG-12, or checkout notes.			
Progress reported.			