



Design Deliverables Checklist for Grants and/or Loan Recipients

This checklist lists the individual components of required design deliverables for Ecology funded stormwater projects.

The purpose of this checklist is to ensure completeness of design deliverables prior to submittal to Ecology. Additional information is available in Ecology’s guidance document, [Design Deliverables for Stormwater Projects with Ecology Funding](#). **Ecology will not provide a review until a deliverable submittal has been verified as having all due components.**

Design Report Deliverable

Design Report Deliverable Components	Submitted
1. Design Report (see Design Deliverables for Stormwater Projects with Ecology Funding for detailed explanation of Design Report components).	
2. Engineer’s Opinion of Probable Cost.	
<ul style="list-style-type: none"> Provide a breakdown showing the total project cost, by bid item. Identify what bid items you consider eligible for Ecology funding. 	
3. Proposed Project Schedule.	
<ul style="list-style-type: none"> Allow the following times for Ecology review: <ul style="list-style-type: none"> Design Report: 45 calendar days 90% Package: 45 calendar days Final Bid Package: 15 calendar days <p><i>Note that each resubmittal will incur the Ecology review periods given above.</i></p>	
<ul style="list-style-type: none"> Allow time for response to Ecology comments for each deliverable submittal. 	
<ul style="list-style-type: none"> Include all design and construction milestones. 	
<ul style="list-style-type: none"> Include the grant agreement deadline. 	
4. Quantify the Water Quality Benefit.	
5. Copy of any prior Design Report comments from Ecology and your responses.	

90% Design Package Deliverable

90% Design Package Deliverable Components	Submitted
1. 90% Plans.	
2. 90% Specifications, including:	
<ul style="list-style-type: none"> • Stormwater Grant Program Bid Specification Clause (http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramSpecClauses052912.pdf) 	
<ul style="list-style-type: none"> • Stormwater Grant Program Bid Insert (http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramBidInsert032515.pdf) 	
<ul style="list-style-type: none"> • (Optional) To expedite your review, provide a memo that lists: <ul style="list-style-type: none"> ○ Each required insert item. ○ Where you have inserted the information within the plans and/or specifications, i.e. page numbers and/or sheet numbers. 	
3. 90% Engineer's Opinion of Probable Cost.	
<ul style="list-style-type: none"> • Provide a breakdown showing the total project cost, by bid item. 	
<ul style="list-style-type: none"> • Identify what bid items you consider eligible for Ecology funding. 	
4. 90% Project Schedule.	
<ul style="list-style-type: none"> • Allow the following times for Ecology review: <ul style="list-style-type: none"> ○ Design Report: 45 calendar days ○ 90% Package: 45 calendar days ○ Final Bid Package: 15 calendar days <p><i>Note that each resubmittal will incur the Ecology review periods given above.</i></p>	
<ul style="list-style-type: none"> • Allow time for response to Ecology comments for each deliverable submittal. 	
<ul style="list-style-type: none"> • Include all design and construction milestones. 	
<ul style="list-style-type: none"> • Include the grant agreement deadline. 	
5. A Revised Calculation of Water Quality Benefit, if the project changed during final design.	
6. Copy of any prior 90% Design Package comments from Ecology and your responses.	

Final Bid Package Deliverable

Final Bid Package Deliverable Components	Submitted
1. Final Plans.	
2. Final Specifications, including:	
<ul style="list-style-type: none"> • Stormwater Grant Program Bid Specification Clause (http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramSpecClauses052912.pdf) 	
<ul style="list-style-type: none"> • Stormwater Grant Program Bid Insert (http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramBidInsert032515.pdf) 	
<ul style="list-style-type: none"> • (Optional) To expedite your review, provide a memo that lists: <ul style="list-style-type: none"> ○ Each required insert item. ○ Where you have inserted the information within the plans and/or specifications, i.e. page numbers and/or sheet numbers. 	
3. Anticipated Project Schedule.	
<ul style="list-style-type: none"> • Allow the following times for Ecology review: <ul style="list-style-type: none"> ○ Design Report: 45 calendar days ○ 90% Package: 45 calendar days ○ Final Bid Package: 15 calendar days <p><i>Note that each resubmittal will incur the Ecology review periods given above.</i></p>	
<ul style="list-style-type: none"> • Allow time for response to Ecology comments for each deliverable submittal. 	
<ul style="list-style-type: none"> • Include all design and construction milestones. 	
<ul style="list-style-type: none"> • Include the grant agreement deadline. 	
4. Final Engineer's Opinion of Probable Cost.	
<ul style="list-style-type: none"> • Provide a breakdown showing the total project cost, by bid item. 	
<ul style="list-style-type: none"> • Identify what bid items you consider eligible for Ecology funding. 	
5. Addenda.	
6. Copy of any prior Final Bid Package comments from Ecology and your responses.	

Construction Quality Assurance Plan Deliverable

Construction Quality Assurance Plan Deliverable Components	Submitted
1. Construction Quality Assurance Plan.	
2. Copy of any prior Construction Quality Assurance Plan comments from Ecology and your responses.	

Facility Operation and Maintenance Manual Deliverable

Facility Operation and Maintenance Manual Deliverable Components	Submitted
1. Facility Operation and Maintenance Manual	
2. Copy of any prior Facility Operation and Maintenance Manual comments from Ecology and your responses.	