



Sussex Conservation District

Financial Guarantee Guidance Document

Once the Sediment and Stormwater Plan is approved and the developer is ready to proceed with construction, a financial guarantee and agreement must be in place. Please review the procedures below that must be executed in order to receive a “Notice to Proceed” from the Sussex Conservation District (SCD).

PROCEDURES:

- I. Provide SCD with a detailed construction estimate as specified below. If the surety is to be phased, please provide SCD with a phasing plan for the entire project and the construction estimates should be provided by phase.
- II. SCD reviews and provides concurrence of construction estimate.
- III. Provide the District with an executed Agreement and Surety in the amount of 150% of the construction estimate along with the \$150.00 administrative fee.
- IV. Schedule on-site preconstruction meeting with SCD Inspector.
- V. District issues a “Notice to Proceed”
- VI. Release/Optional Reduction of Bond.
 - a. Eligibility (Release and/or Optional Reduction)
 - i. Completion of final field inspection of completed work.
 - ii. Submission and approval by SCD of as-built drawings.
 - iii. Written confirmation by design engineer that improvements were constructed as designed and in accordance with the approved plans.
 - iv. Completion of all improvements and final stabilization on 75% of the site. (only applies to release of Performance Bond and start of Warranty Bond)
 - b. Reduction
 - i. Optional One-Time Reduction
 - ii. Provide construction estimate for the remaining work.
 - iii. New agreement.
 - iv. New Surety – Not to be less than \$50,000
 - c. Release – Warranty Bond
 - i. New Agreement
 - ii. Maintenance Surety for 10% of the value of the original security not to be less than \$25,000
 - iii. Warranty Bond will remain in place until 100% of the site is stabilized or two years, whichever occurs first

COST ESTIMATE:

The Following items are to be included on the construction estimate along with quantity, unit price and total cost:

- **All Sediment and Erosion controls applicable to the project including but not limited to:**
 - Silt fence
 - Stoned Construction Entrance
 - Riprap including geotextile fabric
 - Inlet Protection
 - Check Dams
 - Erosion Control Matting
 - Topsoil, mulch, and seed

- **Construction of Stormwater Management Practice(s)**
(Estimate should be breakdown for each stormwater practice)
 - Clearing and grubbing
 - Excavation, stockpiling, rough and fine grading
 - Topsoiling and stabilization of stormwater management practice.
 - Outlet structure and conduit (including trash rack, bar guards and flared end section)
 - Inflow pipes coming into stormwater practice including catch basins and manholes
 - Riprap outlet protection
 - Gabion/stone forebays
 - Pond liners
 - Bioretention media and plants

- **Mobilization**
- **As-built Survey**
- **Topsoiling and stabilization of upstream drainage area to stormwater facility**