

Technical Tools to Protect Our Water

DOT-Airports & the Veoci[®] System



Molly Cunningham
M.S. Geochemistry, CISEC-IT

HALEY
ALDRICH

The background is a technical architectural drawing, likely a floor plan, showing various rooms and dimensions. A white rectangular box is overlaid on the drawing, containing text. The drawing includes labels like 'B-10', 'P-1', and '218', and numerical values such as '15.82', '36.63', '150', '80', '1170', and '665'.

How many document submittals does AIR-EE track over the course of a construction project?

70+

Including design plans, permit applications, documents, revisions, submission confirmations, etc.



How many document submittals does **AIR-EE** track over the course of a construction project?

70+

Including design plans, permit applications, documents, revisions, submission confirmations, etc.

AIR-EE: State of Hawaii, Department of Transportation, Airports, Engineering Branch, Environmental Section



Per the DOT-Airports Environmental Requirements for Construction Projects SOP, how soon must projects correct Major Deficiencies?

Within 5 calendar days

Or before the next forecasted rain event (0.25" or more), whichever is sooner.

How many emails does the average professional get every day?

121

<https://www.mailbutler.io/blog/email/email-statistics-trends/>

If only there was a system to streamline the process . . .



If only there was a system to streamline the process . . .



Construction Module

DOT-Airports Construction Program

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System

1. Introduction to Veoci
2. Design Review *required documents and the review process – Designers*
3. Contractor Document Submittal *required documents and the review process – Contractors*
4. BMP Inspections and Corrective Actions *responding to deficiencies – Contractors*
5. FAQs and Q&A

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System

1. Introduction to Veoci
2. Design Review *required documents and the review process – Designers*
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5. FAQs and Q&A

1. Introduction to Veoci

The screenshot displays the Veoci user interface for Molly Cunningham Test. The top navigation bar includes a hamburger menu, the HDOTA logo, the text "HDOTA - Hawaii Department of Transportation Airports Division", and navigation links for "Home", "Search", "Messages", "Notifications", and the user profile "MC".

The left sidebar contains the user's name and profile picture, followed by navigation options: "Default Home", "My Dashboard", and "My Apps". Below these are activity indicators for "Alerts" (5), "Open Workflows" (10), "Open Tasks", and "Activity Feed".

The main content area features a welcome message from HDOT: "Welcome to Veoci. We're glad you're here. Here are a few links to help you get started:". The links provided are: "Access our Getting Started Guide", "Manage Account Settings", "Edit Your Profile", and "Dashboard: VIP Room".

Below the welcome message are two sections: "RECENTLY ACTIVE ROOMS" and "BOOKMARKS".

RECENTLY ACTIVE ROOMS

- MKK - Construction Program - Contractors...
- Contractor - Environmental

BOOKMARKS

- Default Room Dashboard
Dashboard - Members in MKK - Construction Program - Contractors
- Inspections with Open Deficiencies
Dashboard - Members in Contractor - Environmental

A "Show More Rooms" link is located at the bottom of the "RECENTLY ACTIVE ROOMS" section.

1. Introduction to Veoci



Track environmental documentation and project progress all in one place



View consistent updates and communicate easily with AIR-EE, reviewers, and inspectors



Easily access DOT-Airports Construction Program resources

1. Introduction to Veoci



Every project representative can still view reports, pages, and correspondence



It takes ~5 minutes to sign up for an account

Any project representative who would like to upload submittals, respond to comments, and submit corrective actions must have an account



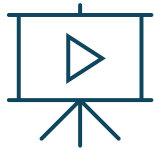
The process, resources, and regulations are the same ones you are familiar with

1. Introduction to Veoci

To aid with the transition, we've developed new resources:



Quick Reference Guides (QRGs)



Video Tutorials

And trained DOT-Airports representatives to assist as needed:



Inspectors, Design Reviewers, and AIR-EE

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System

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2. Design Review – for Designers

Construction Design Review QRG
1 Acre or Greater; Designer



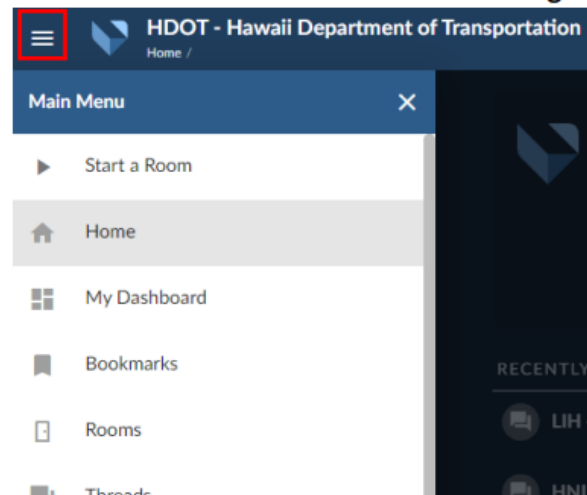
The purpose of this Quick Reference Guide (QRG) is to provide guidance to project designers to navigate the DOTA Veoci® Construction Design Review process. The primary process steps covered by this QRG, and a quick link to each, include:

- [Module Navigation](#)
- [Project Information \(Designer\)](#)
- [PBMP Variance \(Designer\)](#)
- [LID PBMP Infeasibility & Waiver Screening \(Designer\)](#)
- [PBMP Checklist \(Designer\)](#)
- [Project Design Submittal \(Designer\)](#)

 Please note, this is a living document and is continually updated to reflect the most current version of Veoci.®

I. Module Navigation

1. Click on the **Main Menu** icon (displayed as ≡) and under **Rooms** enter the airport of interest in the **Search All Rooms** search bar and select the **Construction Program** room (e.g., *OGG - Construction Program*).



2. Design Review – for Designers



DOT Airports Environmental Section <noreply@veoci.com>
to me, mcunningham ▾

12:35 PM (0 minutes ago) ☆ ↶ ⋮



Aloha,

This is to inform you that you may now begin the AIR-EE Design Submittal Workflow, Project Information Step for your project. Below is a link to AIR-EE's asset management database, Veoci. Please follow the link, log in with your ID and password, and fill out the form.

[Design Review Workflow Link](#)



Please refer to the [DOTA Environmental Requirements for Construction Projects SOP](#) for information on submittal requirements and the following Quick Reference Guides (QRGs) for directions on how to navigate Veoci:

- [Getting Started and General Information](#)
- [Projects Less than One Acre QRG](#)
- [Projects One Acre or Greater QRG](#)

Additionally, the following Process Maps provide a graphical overview of the workflow to highlight the major document submittal steps.


- [Projects Less than One Acre](#)
- [Projects One Acre or Greater](#)

AIR-EE will review the information and submittals and provide comments as needed. Please note that all comments must be addressed and submittals approved for the Design to be accepted.



2. Design Review – for Designers

Fill out the form.

- Simple sequence of fields


Design Review - MKK Protect Our Water Project PO-W2023 



Home / HDOTA - Hawaii Department Of Tra...

 Workflow Entry 


^ Project Information



Project Location



 Select from map  Add Location

Staging Location



 Select from map  Add Location

Total Project Area, including areas to be left undisturbed (sq ft)

Note: This is also known as the Project Limits

Construction site area to be disturbed, including all storage, staging, and stockpile areas associated with the project (sq ft). REQUIRED


Note: State of Hawaii Department of Health defines land disturbance as the penetration, turning, or moving of soil or resurfacing of pavement with exposure of the base course or the exposure of bare soil or ground surface, including the land surface exposed by construction roads, baseyards, staging areas, demolition, headquarters, and parking areas. It does not include grass or weed cutting, bush or tree trimming or felling that leaves soil or ground intact. It includes "grubbing" in its normal meaning of the use of equipment to knock down and push vegetation out of the way, typically uprooting vegetation and disturbing the ground surface.

REQUIRED


2. Design Review – for Designers

Fill out the form.

- Simple sequence of fields
- Help text to clarify questions and provide additional information


Design Review - MKK Protect Our Water Project PO-W2023 



Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry 


Project Information



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REQUIRED


2. Design Review – for Designers

Fill out the form.

- Simple sequence of fields
- Help text to clarify questions and provide additional information
- Fields labeled **REQUIRED** can't be left blank


Design Review - MKK Protect Our Water Project PO-W2023 



Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry 


Project Information



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REQUIRED

2. Design Review – for Designers

Fill out the form.

- Single-select buttons

Design Review - MKK Protect Our Water Project PO-W2023

^ Project PBMP Conditions and Qualifications

Project was determined to have activities that would pose a potential risk to discharge pollutants to the DOTA MS4, drainage system, or State waters

Yes

No

Reset

^ Contaminated Soil and Groundwater Review Form - Designer

Please utilize the associated link [Contaminated Soil and Groundwater Review Form](#)

Please reference Airport Phase 1 ESA: [MKK Phase I Report](#)

^ Contaminated Soil and Groundwater Review Form Attachments - Designer

+ Add More



Document Type

Contaminated Soil and Groundwater Review Form - Designer

Date/Time Uploaded

10/20/2023 12:36



^ File Attachment

Drop files or click to add

+ Add More

2. Design Review – for Designers

Fill out the form.

- Single-select buttons
- Links to important resources and templates

Design Review - MKK Protect Our Water Project PO-W2023

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Project was determined to have activities that would pose a potential risk to discharge pollutants to the DOTA MS4, drainage system, or State waters

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+ Add More



Document Type

Contaminated Soil and Groundwater Review Form - Designer

Date/Time Uploaded

10/20/2023 12:36



^ File Attachment

Drop files or click to add

+ Add More

2. Design Review – for Designers

Fill out the form.

- Single-select buttons
- Links to important resources and templates
- File upload fields for submittals

Design Review - MKK Protect Our Water Project PO-W2023

^ Project PBMP Conditions and Qualifications

Project was determined to have activities that would pose a potential risk to discharge pollutants to the DOTA MS4, drainage system, or State waters

Yes

No

Reset




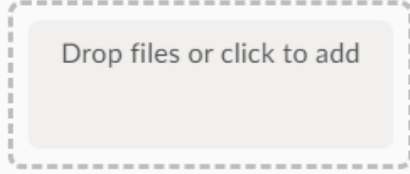
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+ Add More

	Document Type	Date/Time Uploaded	File Attachment
 	Contaminated Soil and Groundwater Review Form - Designer	10/20/2023 12:36 	 Drop files or click to add

+ Add More

2. Design Review – for Designers



Workflow Entry

^ Project Information

Total Disturbed Area (Acres)

1.15

Note - This is the final value that determines NPDES Appendix C requirements. Project with areas disturbing one (1) acre or more require NPDES Construction permit coverage.

Is the project less than one (1) acre or one (1) acre or more? **REQUIRED**

1 acre or more



Designer Project Description

A new construction [project](#).

Cancel



Save Now

Submit

2. Design Review – for Designers



Workflow Entry

^ Project Information

Total Disturbed Area (Acres)

1.15

Note - This is the final value that determines NPDES Appendix C requirements. Project with areas disturbing one (1) acre or more require NPDES Construction permit coverage.

Is the project less than one (1) acre or one (1) acre or more? **REQUIRED**

1 acre or more



Designer Project Description

A new construction [project](#).

**Save your progress
at any time**



Cancel



Save Now

Submit

2. Design Review – for Designers



Workflow Entry

Project Information

Total Disturbed Area (Acres)

1.15

Note - This is the final value that determines NPDES Appendix C requirements. Project with areas disturbing one (1) acre or more require NPDES Construction permit coverage.

Is the project less than one (1) acre or one (1) acre or more? **REQUIRED**

1 acre or more



Designer Project Description

A new construction [project](#).

**Save your progress
at any time**

**Proceed to the
next step**

Cancel



Save Now

Submit

2. Design Review – for Designers

The screenshot shows a web application interface for a design review process. At the top, there is a dark blue header with a logo on the left, the title "Design Review - MKK Protect Our Water Project PO-W2023" with a bookmark icon, and navigation icons (search, chat, notifications) and a user profile icon labeled "MC" on the right. Below the header is a dark blue navigation bar with a "Workflow Entry" dropdown menu and a "Tools" dropdown menu. The main content area is white and contains three dark blue expandable sections: "Project Information (Designer)" with a downward arrow, "PBMP Variance (Designer)" with a downward arrow, and "LID PBMP Infeasibility & Waiver Screening (Designer)" with an upward arrow.

Based on the information provided, the workflow will lead you through the necessary steps.

2. Design Review – for Designers

Design Review - MKK Protect Our Water Project PO-W2023

Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry Tools

Project Information (Designer)

PBMP Variance (Designer)

LID PBMP Infeasibility & Waiver Screening (Designer)

Does the project anticipate installation of PBMPs?
Yes, project will install PBMPs

Does the project qualify for a PBMP Variance?
No

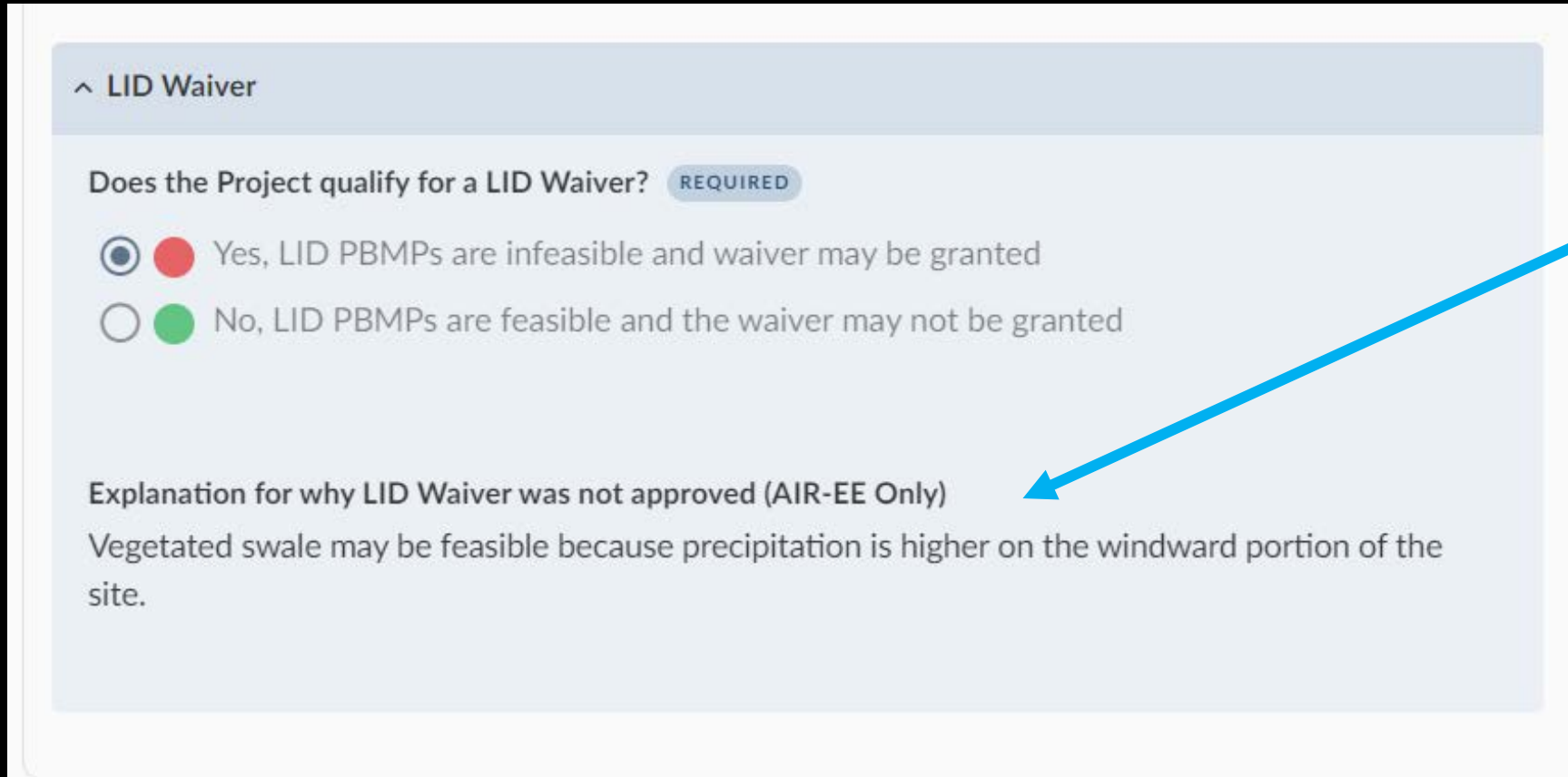
LID PBMP Infeasibility & Waiver Screening (Designer)

Show Toolbox

Revisit your answers as needed.

2. Design Review – for Designers

After each step, answers are reviewed by the Design Reviewer and then AIR-EE.



^ LID Waiver

Does the Project qualify for a LID Waiver? **REQUIRED**

Yes, LID PBMPs are infeasible and waiver may be granted

No, LID PBMPs are feasible and the waiver may not be granted

Explanation for why LID Waiver was not approved (AIR-EE Only)

Vegetated swale may be feasible because precipitation is higher on the windward portion of the site.

AIR-EE and the Design Reviewer will leave comments in clearly labeled fields.

All comments must be addressed before the workflow can proceed.

2. Design Review – for Designers

Required Submittals

For all projects:

- Plans and scope of work / specs
- SWPPP / SSBMP Plan
- DOT-Airports Construction Connection, Surface Runoff, and Discharge Permit
- Contaminated Soil and Groundwater Review Form

For projects 1 acre or greater:

- NPDES Construction NOI-C or Permit Application

If applicable, regardless of size:

- ESA Sampling Analysis Plan and Subsurface Evaluation Report
- C-EHMP/ C-EHMP Addendum
- IWS Plan Application
- UIC Application
- IWDP Application *for County of Oahu only*
- NPDES Hydrotesting Permit Application (NOI-F)
- NPDES Dewatering Permit Application (NOI-G)
- AST – Installation Permit or Record of Approval from local County Fire Dept.
- PBMP information: operation & maintenance plans / manuals, cost, sizing information

2. Design Review – for Designers

Design reviewers and AIR-EE will leave detailed comments on each submittal.

The screenshot shows a web application interface for managing design review comments. At the top, there is a header with the title "Design Review - MKK Protect Our Water Project PO-W2023" and a breadcrumb trail "Home / HDOTA - Hawaii Department Of Tra...". Below the header, there are navigation menus for "Workflow Entry" and "Tools". The main content area is titled "Design Review Comments" and contains a sub-section for "SWPPP Comments" with an "Add More" button. The main content is organized into four columns: "Comment Info", "Original Review Comment (Design Reviewer)", "Comment Responses (Designer/Design Reviewer)", and "Review Section". The "Comment Info" column shows a red "Item Open" status, a comment ID of "01", and an initial review date of "2023/10/20". The "Original Review Comment" column contains details such as "Sheet/Page No. Page 12, Section 3.4" and "Detail/Section Detail C.3 for Stabilized Construction Entrance". A yellow box highlights the "Original Review Comment (Design Reviewer)" text: "Stabilized construction entrance/exit dimensions must be at least 30 feet wide by 50 feet long. Adjust construction exit length to meet regulation requirements." The "Comment Responses" column has a "New Comments/Response" button. The "Review Section" column shows a red dot next to the word "Open". At the bottom left, there is another "Add More" button.

Design Review - MKK Protect Our Water Project PO-W2023

Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry Tools

Design Review Comments

SWPPP Comments [+ Add More](#)

Comment Info	Original Review Comment (Design Reviewer)	Comment Responses (Designer/Design Reviewer)	Review Section
Item Open Comment ID 01 Initial Review Date 2023/10/20	Sheet/Page No. Page 12, Section 3.4 Detail/Section Detail C.3 for Stabilized Construction Entrance Original Review Comment (Design Reviewer) Stabilized construction entrance/exit dimensions must be at least 30 feet wide by 50 feet long. Adjust construction exit length to meet regulation requirements.	New Comments/Response	Comments Open

[+ Add More](#)

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Comment Info	Original Review Comment (Design Reviewer)	Comment Responses (Designer/Design Reviewer)	Review Section
Item Open Comment ID 01 Initial Review Date 2023/10/20	Sheet/Page No. Page 12, Section 3.4 Detail/Section Detail C.3 for Stabilized Construction Entrance Original Review Comment (Design Reviewer) Stabilized construction entrance/exit dimensions must be at least 30 feet wide by 50 feet long. Adjust construction exit length to meet regulation requirements.	New Comments/Response	Comments ● Open

Respond to
each comment.

2. Design Review – for Designers

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The screenshot shows a web application interface for Design Review comments. The page title is "Design Review - MKK Protect Our Water Project PO-W2023". The breadcrumb trail is "Home / HDOTA - Hawaii Department Of Tra...". The navigation menu includes "Workflow Entry" and "Tools". The main content area is titled "Design Review Comments" and contains a section for "SWPPP Comments" with an "Add More" button. The main content is divided into four columns: "Comment Info", "Original Review Comment (Design Reviewer)", "Comment Responses (Designer/Design Reviewer)", and "Review Section".

Comment Info	Original Review Comment (Design Reviewer)	Comment Responses (Designer/Design Reviewer)	Review Section
<p>Item Open</p> <p>Comment ID 01</p> <p>Initial Review Date 2023/10/20</p>	<p>Sheet/Page No. Page 12, Section 3.4</p> <p>Detail/Section Detail C.3 for Stabilized Construction Entrance</p> <p>Original Review Comment (Design Reviewer) Stabilized construction entrance/exit dimensions must be at least 30 feet wide by 50 feet long. Adjust construction exit length to meet regulation requirements.</p>	<p>New Comments/Responses</p> <p>Molly Designer - Construction entrance specifications have been updated and new version of SWPPP has been uploaded. - 2023-Oct-20 14:24</p>	<p>Comments</p> <p>● Open</p>

+ Add More

2. Design Review – for Designers

Reminder: the QRG guides you through each workflow step and function.

Construction Design Review QRG
1 Acre or Greater; Designer

veoci

3. To edit a response, click on the link generated under **Comment Responses (Designer/Design Reviewer)**, select **Edit** on the bottom right, make revisions, and select **Update**. This will change the response under **Comment Responses (Designer/Design Reviewer)**.

Comment Responses (Designer/Design Reviewer)

New Comments/Response

[Designer - The SWPPP has been updated - 2022-Oct-24 09:49](#)

Designer - The SWPPP has been updated. - 2022-Sep-19 09:43

Comment/Response By REQUIRED
Designer

Date/Time REQUIRED
2022-09-19 09:43

Comment Responses (Designer/AIR-EE) REQUIRED
The SWPPP has been updated.

2. Design Review – for Designers

Reminder: each time your action is required, you will receive an email.



DOT Airports Environmental Section <noreply@veoci.com>
to me, mcunningham ▾

1:27 PM (1 hour ago)



Aloha,

This is to inform you that there are comments on the information and/or submittals provided during the LID PBMP Infeasibility & Waiver Screening Step that requires your attention. Below is a link to AIR-EE's asset management database, Veoci. Please follow the link, log in with your ID and password, and respond to comments and/or submit revised documents.

[Design Review Workflow Link](#)

Please refer to the [DOTA Environmental Requirements for Construction Projects SOP](#) for information on submittal requirements and the following Quick Reference Guides (QRGs) for directions on how to navigate Veoci:

2. Design Review – for Designers

Now that Veoci is live, these processes have changed:



Submittals, review comments, and comment responses live in the Veoci workflow.



Steps and requirements are updated as you enter information, so you only see what you need.

And these processes *have not* changed:



You will receive an email every time your action is required.



Design Reviewers and AIR-EE will be available to assist.

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3. Contractor Document Submittal – for Contractors

Protect Our Water Project - Contractor Document Submittal: Process Initiation Inbox x



DOT Airports Environmental Section <noreply@veoci.com>
to me ▾

2:50 PM (0 minutes ago) ☆ ↶ ⋮



Aloha Molly Cunningham Test,

This is to inform you that you may now begin the AIR-EE Contractor Document Submittal Process for your Protect Our Water Project Project at Molokai Airport (MKK). Below is a link to AIR-EE's asset management database, Veoci. Please follow the link, log in with your ID and password, and fill out the form.

[Contractor Document Submittal Link](#)

Below are existing project documents created during the design phase that will need to be revised with information known by the contractor.

Document	Link
SWPPP - Designer	https://download.veoci.com/YR7vcSX07cLtBDUC/SWPPP.docx
NPDES Construction Permit Application (NOI-C)	https://download.veoci.com/RUULeCMIiycvGJAR/NOI-C%20NPDES%20General%20App.docx
DOTA Construction Connection, Discharge, and Surface Runoff Permit - Designer	https://download.veoci.com/dMmYn2iB3V9gQAar/DOTA%20Construction%20Connection%2C%20Discharge%2C%20Surface%20Runoff%20Permit.docx
Construction Environmental Hazard Management Plan (C-EHMP - Designer)	https://download.veoci.com/AkmJLQgTrGiYrr0p/C-EHMP.docx
Other	

The following is required to be submitted first to the project Construction Manager (CM), if applicable, and State Project Manager (SPM), then AIR-EE:

1. Contractor's BMP Plan
2. Completion of [DOTA's Construction BMP Training](#) for contractors and sub-contractors. The records and log of the participants of the training must be included within the Contractor's SWPPP.
3. Signed DOTA Construction Connection, Discharge, and Surface Runoff Permit

3. Contractor Document Submittal – for Contractors

Documents from the Design Review will be provided to you so you may add means and methods.



Aloha Molly Cunningham Test,

This is to inform you that you may now begin the AIR-EE Contractor Document Submittal Process for your Protect Our Water Project Project at Molokai Airport (MKK). Below is a link to AIR-EE's asset management database, Veoci. Please follow the link, log in with your ID and password, and fill out the form.

[Contractor Document Submittal Link](#)

Below are existing project documents created during the design phase that will need to be revised with information known by the contractor.

Document	Link
SWPPP - Designer	https://download.veoci.com/YR7vcSX07cLtBDUC/SWPPP.docx
NPDES Construction Permit Application (NOI-C)	https://download.veoci.com/RUULeCMIYcvGJAR/NOI-C%20NPDES%20General%20App.docx
DOTA Construction Connection, Discharge, and Surface Runoff Permit - Designer	https://download.veoci.com/dMmYn2iB3V9gQAar/DOTA%20Construction%20Connection%2C%20Discharge%2C%20Surface%20Runoff%20Permit.docx
Construction Environmental Hazard Management Plan (C-EHMP - Designer)	https://download.veoci.com/AkmJLQgTrGiYrr0p/C-EHMP.docx
Other	

The following is required to be submitted first to the project Construction Manager (CM), if applicable, and State Project Manager (SPM), then AIR-EE:

1. Contractor's BMP Plan
2. Completion of [DOTA's Construction BMP Training](#) for contractors and sub-contractors. The records and log of the participants of the training must be included within the Contractor's SWPPP.
3. Signed DOTA Construction Connection, Discharge, and Surface Runoff Permit

3. Contractor Document Submittal – for Contractors

Protect Our Water Project - Contractor Document Submittal: Process Initiation Inbox x



DOT Airports Environmental Section <noreply@veoci.com>
to me ▾

2:50 PM (0 minutes ago) ☆ ↶ ⋮



Aloha Molly Cunningham Test,

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3. Contractor Document Submittal – for Contractors

Contractor Document Submittal - MKK Protect Our Water Project PO-W2023 



Home / HDOTA - Hawaii Department Of Tra...   

 Workflow Entry 


Documents Required Before Construction Start




- NPDES Construction Permit Application (NOI-C)
- NPDES Construction Permit [issued by DOH]
- NOI-C: Duly Authorized Representative Form
- NOI-C: Notification of Start Submission Confirmation
- SWPPP - Contractor
- DOTA Construction Connection, Discharge, and Surface Runoff Permit - Contractor
- Phase II ESA Subsurface Evaluation Sampling and Analysis Plan
- Phase II ESA Subsurface Evaluation Report
- C-EHMP / C-EHMP Addendum – Contractor


All submittals from the contractor will be submitted and reviewed through this workflow.

Cancel   Save Now Send Back to Previous Step Submit

3. Contractor Document Submittal – for Contractors

Contractor Document Submittal - MKK Protect Our Water Project PO-W2023 

Home / HDOTA - Hawaii Department Of Tra...   


Workflow Entry 

Documents Required Before Construction Start





▼ NPDES Construction Permit Application (NOI-C)


▲ NPDES Construction Permit [issued by DOH]

NPDES Construction Permit [issued by DOH] **REQUIRED**





Yes 



▲ NPDES Construction Permit [issued by DOH] Upload

Document Type	Date/Time Uploaded	Permit/File #	Effective Date	Expiration Date	File Attachment				
NPDES Construction Permit [issued by DOH]	10/20/2023 14:59 	HI R123456	10/20/2023 	02/08/2024 	<p>Drop files or click to add</p> <table border="1"><thead><tr><th>Name</th><th>Size</th></tr></thead><tbody><tr><td>NPDES</td><td>28 K</td></tr></tbody></table> 	Name	Size	NPDES	28 K
Name	Size								
NPDES	28 K								



3. Contractor Document Submittal – for Contractors


Contractor Document Submittal - MKK Protect Our Water Project PO-W2023  Home / HDOTA - Hawaii Department Of Tra...   

 Workflow Entry 

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- Phase II ESA Subsurface Evaluation Sampling and Analysis Plan
- Phase II ESA Subsurface Evaluation Report
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Cancel  Save Now Send Back to Previous Step Submit

3. Contractor Document Submittal – for Contractors

This workflow stays open throughout the life of the project.

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This workflow stays open throughout the life of the project.



3. Contractor Document Submittal – for Contractors

Required Submittals: *Before Construction*

For all projects:

- SWPPP / SSBMP Plan
- BMP Map
- DOT-Airports Construction Connection, Discharge, and Surface Runoff Permit

For projects 1 acre or greater:

- Duly Authorized Representative Form
- NPDES Construction Permit
- Notification of Start sent to DOH
- NPDES Construction NOI-C or Permit Application
(if not submitted during Design Review)

If applicable, regardless of size:

- ESA Sampling Analysis Plan and Subsurface Evaluation Report
- C-EHMP/ C-EHMP Addendum
- C-EHMP Written Acceptance from DOH
- IWS Plan Approval
- UIC Approval to Construct/Abandon
- NOI-F and Hydrotesting Permit
- NOI-G and Dewatering Permit
- Solid Waste Disclosure Form
- Notification of Construction Activities sent to DOH
- Notices for UST Removal sent to County Fire Dept.

3. Contractor Document Submittal – for Contractors

This workflow stays open throughout the life of the project.



3. Contractor Document Submittal – for Contractors

This workflow stays open throughout the life of the project.



3. Contractor Document Submittal – for Contractors

Required Submittals: *During Construction*

For all projects:

- BMP Map updates

For projects 1 acre or greater:

- Changes to Duly Authorized Representative

If applicable, regardless of size:

- Landfill Receipts/Waste Manifests
- NPDES Dewatering Permit
- NPDES Hydrotesting Permit
- Notification of Construction Activities sent to DOH-HEER
(if disturbance of contaminated soil is anticipated)
- Notices for UST Removal sent to Fire Dept.
- UST Confirmed Release Notification Form

BMP Inspectors will follow up on these submittals during routine inspections.

3. Contractor Document Submittal – for Contractors

This workflow stays open throughout the life of the project.



3. Contractor Document Submittal – for Contractors

This workflow stays open throughout the life of the project.



3. Contractor Document Submittal – for Contractors

Required Submittals: *After Construction*

For projects 1 acre or greater:

- NPDES Notice of Cessation to DOH

BMP Inspectors will follow up on these submittals during final inspections.

If applicable, regardless of size:

- C-EHMP Close-out Report
- C-EHMP Close-out Letter of Approval from DOH
- Long-Term EHE / EHMP
- IWS Final Report
- Final Report for UIC Construction / Abandonment
- No Further Action Letter from DOH
- Soil haul records (testing results, location of receiving facility, letter of soil acceptance etc.)
- PBMP as-built and warranty information
- Information on installation, modification, removal of assets (e.g., drainage structures, tanks, PBMPs)
- AST – Signed Permit or Record of Inspection from local County Fire Dept.

3. Contractor Document Submittal – for Contractors

This workflow stays open throughout the life of the project.



3. Contractor Document Submittal – for Contractors

Throughout the life of the project and across workflows, the submittal comment / response process is very similar.

Contractor Document Submittal - MKK Protect Our Water Project PO-W2023

Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry

Contractor Document Submittal - Before Construction Comments

SWPPP Comments + Add More

Comment Info	Original Comments (Design Reviewer)	Comment Responses (Contractor/Design Reviewer)	Review Section
Item Open Comment ID 02 Initial Review Date 2023/10/20	Sheet/Page No. Page 12 Detail/Section Section 1.9 Original Review Comment (Design Reviewer) Other permits and approvals for the project are not listed and the field is incomplete. Complete the field.	New Comments/Responses	Comments ● Open

+ Add More

BMP Map Comments + Add More

3. Contractor Document Submittal – for Contractors

Throughout the life of the project and across workflows, the submittal comment / response process is very similar.

Contractor Document Submittal - MKK Protect Our Water Project PO-W2023

Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry

Contractor Document Submittal - Before Construction Comments

SWPPP Comments + Add More

Comment Info	Original Comments (Design Reviewer)	Comment Responses (Contractor/Design Reviewer)	Review Section
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+ Add More

BMP Map Comments + Add More

3. Contractor Document Submittal – for Contractors

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Contractor Document Submittal - MKK Protect Our Water Project PO-W2023

Home / HDOTA - Hawaii Department Of Tra...

Workflow Entry

Contractor Document Submittal - Before Construction Comments

SWPPP Comments + Add More

Comment Info	Original Comments (Design Reviewer)	Comment Responses (Contractor/Design Reviewer)	Review Section
Item Open Comment ID 02 Initial Review Date 2023/10/20	Sheet/Page No. Page 12 Detail/Section Section 1.9 Original Review Comment (Design Reviewer) Other permits and approvals for the project are not listed and the field is incomplete. Complete the field.	New Comments/Responses Molly Contractor - Updated to include permit list. - 2023-Oct-20 15:35	Comments ● Open

+ Add More

BMP Map Comments + Add More

3. Contractor Document Submittal – for Contractors

Now that Veoci is live, these processes have changed:



Submittals, review comments, and comment responses live in the Veoci workflow.



There is one submittal workflow for all Contractor documents, whether before, during, or after construction.

And these processes *have not* changed:



You will receive an email every time your action is required.



Design Reviewers, AIR-EE, and inspectors will be available to assist.

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System

1. Introduction to Veoci
2. Design Review *required documents and the review process – Designers*
3. **Contractor Document Submittal** *required documents and the review process – Contractors*
4. BMP Inspections and Corrective Actions *responding to deficiencies – Contractors*
5. FAQs and Q&A

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System



1. Introduction to Veoci
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4. **BMP Inspections and Corrective Actions** *responding to deficiencies – Contractors*
5. FAQs and Q&A

4. BMP Inspections and Corrective Actions – for Contractors

The Inspector will issue the BMP Inspection Report via email.

You

DOT
to mo



Routine Construction Inspection Report

Project Name: Runway 8L Widening - Phase II
Inspection Phase/Location Description: Active work in Stages 7-8. Continued stabilization efforts in Stages 2-3, 5-6, and the MALSR.
Inspection Type: Monthly
Project Number: AO1021-27
TIP Number: N/A
Weather Conditions: Sunny

Inspection Date: 2023-10-10
Start/End Date & Time: 04:00-18:30
NPDES Permit # (if any): HI R10H134 (Exp. 2024-Feb-08)
Airport: Daniel K Inouye International Airport (HNL)
Project Category: 1 acre or more

Contact List

Inspector			
Name	Firm	Email	Phone Number
Derek Sheldon, Molly Cunningham	Haley & Aldrich, Inc	dsheldon@haleyaldrich.com, mcunningham@haleyaldrich.com	+1 808-859-1030, +1 808-470-3171

On-Site Project Representatives

Name	Firm	Email	Phone Number
Ryan Sanchez	Jacobs	Ryan.Sanchez@jacobs.com	+1 303-619-2027
Brandon Silva	Kiewit	brandon.silva@kiewit.com	+1 808-518-8537
Albert Phillips	Kiewit	albert.phillips@kiewit.com	+1 808-343-4213

Inspection Items
Section numbers refer to the DOTA Construction Activities BMP Field Manual: (<https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/construction-bmp-field-manual/>).

Item	Response	Comments
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Print icon, Share icon, Back icon, More icon

4. BMP Inspections and Corrective Actions – for Contractors

The Inspector will issue the BMP Inspection Report via email.

Your Construction Project, Pre-construction Inspection and Notice of Deficiencies Inbox x



DOT Airports Environmental Section <noreply@veoci.com>
to mollyjc, cunninghammollyj, me, mcunningham

Thu, Oct 12, 3:41PM (8 days ago) ☆ ↶ ⋮



Aloha Molly Cunningham Test, Molly Cunningham has an account, Molly Cunningham is Doing her best, Molly Cunningham Hopefully This Works,

Please see the attached Partial Pre-Construction Inspection Report for Your Construction Project, detailing deficiencies observed on 2023-10-12. Please click the link below to view open deficiencies and upload corrective action documentation:

[Link to Inspections with Open Deficiencies](#)



Please refer to the [Correcting Inspection Deficiencies Quick Reference Guide](#) for directions on how to navigate Veoci and submit corrective actions.

All corrective actions must be submitted by close of business on the due dates identified on the inspection report, unless otherwise specified.

Deficiency_Type	Count	Follow-Up_Date
Minor Deficiencies	1	2023-Oct-12
Long-Term Deficiencies	1	Ongoing

For more information on stormwater compliance during construction, please see the [Stormwater Compliance Quick Guide for Construction Projects](#). Please let us know if you have any questions.

4. BMP Inspections and Corrective Actions – for Contractors

Inspections with Open Deficiencies Home / HDOTA - Hawaii Department Of Tra... / Contractor - Environmental

Members Tools View Idle Refresh

Pre Construction Inspections with Open Deficiencies

Inspection Report Issue ...	Next Deadline: ...	# of Deficiencies Outstanding	# of Action Items Outstanding	Project Details - Project Title
2023-Oct-12	2023-Oct-12	1	1	Your Construction Project
2023-Aug-21		2	0	Stormwater Pollution Prevention Project
2023-Aug-17		1	0	Stormwater Pollution Prevention Project
2023-Aug-07	2023-Aug-19	1	0	Stormwater Pollution Prevention Project

Routine Inspections with Open Deficiencies

Inspection Report Issue Date	Next Deadline: ...	# of Deficiencies Outstanding	# of Action Items Outstanding	Project Details - Project Title
2023-Sep-27	2023-Aug-31	4	1	Your Construction Project
2023-Aug-08		0	1	Your Construction Project
2023-Aug-30		1	0	Stormwater Pollution Prevention Project
2023-Jul-19		1	0	Stormwater Pollution Prevention Project

Final Inspections with Open Deficiencies

4. BMP Inspections and Corrective Actions – for Contractors

Inspections with Open Deficiencies Home / HDOTA - Hawaii Department Of Tra... / Contractor - Environmental

Members Tools View Idle Refresh

Pre Construction Inspections with Open Deficiencies

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Routine Inspections with Open Deficiencies

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Final Inspections with Open Deficiencies

4. BMP Inspections and Corrective Actions – for Contractors

Inspections with Open Deficiencies Home / HDOTA - Hawaii Department Of Tra... / Contractor - Environmental

Members Tools View Idle Refresh

Pre Construction Inspections with Open Deficiencies

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Final Inspections with Open Deficiencies

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

Please refer to the [DOTA Environmental Requirements for Construction Projects SOP](#) for information on inspection requirements and the following Quick Reference Guides (QRGs) for directions on how to navigate Veoci:

- [Getting Started and General Information](#)
- [Correcting Inspection Deficiencies QRG](#)

∨ Project Details

∧ Inspection Details

Inspection Report Issue Date

2023/09/27

Inspection Type

Routine

Each inspection has its own summary page.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

^ Routine Deficiencies

OPEN DEFICIENCY

^ Deficiency

Deficiency #
2

Deficiency Type
● Major


Corrective Action Due Date ⓘ
2023/09/05

Deficiency Description
Debris had accumulated in drain inlet protection for drain in the northeast corner of the site. Clean up and properly dispose of debris and reinstall drain inlet protection.

Corrected?
● No


Failed Correction Comments
<No Value>

^ Photo of Deficiency




[Edit](#)

INSPECTION PHOTOGRAPHS



Deficiency 1 Description: Ruptured sandbag was stored on the ground in the staging area. Clean up and properly dispose of sandbag and spilled contents.




Deficiency 2 Description: Debris had accumulated in drain inlet protection for drain in the northeast corner of the site. Clean up and properly dispose of debris and reinstall drain inlet protection.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

^ Routine Deficiencies

OPEN DEFICIENCY	Deficiency	Correction
	<p>Deficiency # 2</p> <p>Deficiency Type <input checked="" type="radio"/> Major</p> <p>Corrective Action Due Date ⓘ 2023/09/05</p> <p>Deficiency Description Debris had accumulated in drain inlet protection for drain in the northeast corner of the site. Clean up and properly dispose of debris and reinstall drain inlet protection.</p> <p>Corrected? <input checked="" type="radio"/> No</p> <p>Failed Correction Comments <No Value></p> <p>^ Photo of Deficiency</p> 	<p>Corrected Photo <No Value></p> <p>Date/Time Photo was Submitted <No Value></p> <p>Corrected Description <No Value></p>

Edit

Enter editing mode to upload corrective actions.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

^ Routine Deficiencies

OPEN DEFICIENCY

^ Deficiency

Deficiency #
2

Deficiency Type
Major

Corrective Action Due Date ?
09/05/2023

Deficiency Description
Debris had accumulated in drain inlet protection for drain in the northeast corner of the site. Clean up and properly

Corrected?
 Yes
 No

^ Correction

^ Corrected Photo
Drop files or click to add

Date/Time Photo was Submitted
Set Date/Time...

Corrected Description
Enter Text...

MCMC Update

Enter editing mode to upload corrective actions.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

^ Routine Deficiencies

OPEN DEFICIENCY

^ Deficiency

Deficiency #

Deficiency Type
 Major

Corrective Action Due Date

Deficiency Description

Corrected?
 Yes
 No

^ Correction

^ Corrected Photo

Drop files or click to add

Date/Time Photo was Submitted

Corrected Description

Update

Fill out the form.

Click Update to save your progress and notify the Inspector that corrective actions are ready for review.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

OPEN DEFICIENCY

^ Deficiency

Deficiency #
2

Deficiency Type
● Major

Corrective Action Due Date ⓘ
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Corrected?
● No

Failed Correction Comments
Corrective Action Photo shows text saying "Corrective Action" instead of actual drain inlet protection. Please submit accurate corrective action photos.

^ Photo of Deficiency



^ Correction

^ Corrected Photo

Date/Time Photo was Submitted
2023/09/04 16:34

Corrected Description
Cleaned and reinstalled drain inlet protection.

The inspector will review corrective actions and provide comments.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

OPEN DEFICIENCY

^ Deficiency

Deficiency #
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Deficiency Type
● Major

Corrective Action Due Date ⓘ
2023/09/05

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Corrected?
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^ Photo of Deficiency



^ Correction

^ Corrected Photo

Corrective
Action

Date/Time Photo was Submitted
2023/09/04 16:34

Corrected Description
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The inspector will review corrective actions and provide comments.

When inspectors close a deficiency, it is removed from this page.

4. BMP Inspections and Corrective Actions – for Contractors

Construction Inspection Deficiency Summary - #888111906

OPEN DEFICIENCY



^ Deficiency

Deficiency #
2

Deficiency Type
 Major

Corrective Action Due Date ⓘ
2023/09/05

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Corrected?
 No

Failed Correction Comments
Corrective Action Photo shows text saying "Corrective Action" instead of actual drain inlet protection. Please submit accurate corrective action photos.

^ Photo of Deficiency



^ Correction

^ Corrected Photo

Corrective Action

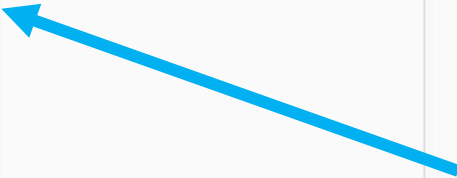
Date/Time Photo was Submitted
2023/09/04 16:34

Corrected Description
Cleaned and reinstalled drain inlet protection.

The inspector will review corrective actions and provide comments.

If the inspector has comments, the deficiency will keep its **OPEN** label.

The **Failed Correction Comments** field will request further action.



4. BMP Inspections and Corrective Actions – for Contractors

Inspections with Open Deficiencies Home / HDOTA - Hawaii Department Of Tra... / Contractor - Environmental

Members Tools View Idle Refresh

Pre Construction Inspections with Open Deficiencies

Inspection Report Issue ...	Next Deadline: ...	# of Deficiencies Outstanding	# of Action Items Outstanding	Project Details - Project Title
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Routine Inspections with Open Deficiencies

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Final Inspections with Open Deficiencies

4. BMP Inspections and Corrective Actions – for Contractors

Reminder: each time your action is required, you will receive an email.



DOT Airports Environmental Section <noreply@veoci.com>

to me ▾

4:50 PM (0 minutes ago)



Aloha team,

This is to inform you that there are **comments** on the corrective actions submitted for the Routine Construction Inspection of Your Construction Project Project. The deficiencies will remain open until corrective actions have been accepted.

Please click on the link below to view the **comments** and resubmit corrective actions.

[Link to Inspections with Open Deficiencies](#)

4. BMP Inspections and Corrective Actions – for Contractors

Inspections with Open Deficiencies Home / HDOTA - Hawaii Department Of Tra... / Contractor - Environmental

Members Tools View Idle Refresh

Pre Construction Inspections with Open Deficiencies

Inspection Report Issue ...	Next Deadline: ...	# of Deficiencies Outstanding	# of Action Items Outstanding	Project Details - Project Title
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Routine Inspections with Open Deficiencies

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2023-Jul-19		1	0	Stormwater Pollution Prevention Project

Final Inspections with Open Deficiencies

4. BMP Inspections and Corrective Actions – for Contractors

The Deficiency Summary page will also list action items.

These are submitted and reviewed using the same process as deficiencies.

Examples:

- Complete 2023 DOTA BMP Training
- Provide self-inspection reports
- Submit a file via Contractor Document Submittal

^ Action Items


^ Action Item Review

Action Item Number
3

Description
Provide landfill receipts for contaminated soil after disposal.

Follow-up Date
10/01/2023

Photos



4. BMP Inspections and Corrective Actions – for Contractors

The Deficiency Summary page will also list action items.

These are submitted and reviewed using the same process as deficiencies.

Examples:

- Complete 2023 DOTA BMP Training
- Provide self-inspection reports
- Submit a file via **Contractor Document Submittal**

^ Action Items

^ Action Item Review

Action Item Number

3


Description

Provide landfill receipts for contaminated soil after disposal.

Follow-up Date

10/01/2023

Photos



4. BMP Inspections and Corrective Actions – for Contractors

Inspections with Open Deficiencies Home / HDOTA - Hawaii Department Of Tra... / Contractor - Environmental

Members Tools View Idle Refresh

Pre Construction Inspections with Open Deficiencies

Inspection Report Issue ...	Next Deadline: ...	# of Deficiencies Outstanding	# of Action Items Outstanding	Project Details - Project Title
2023-Oct-12	2023-Oct-12	1	1	Your Construction Project
2023-Aug-21		2	0	Stormwater Pollution Prevention Project
2023-Aug-17		1	0	Stormwater Pollution Prevention Project
2023-Aug-07	2023-Aug-19	1	0	Stormwater Pollution Prevention Project

Routine Inspections with Open Deficiencies

Inspection Report Issue Date	Next Deadline: ...	# of Deficiencies Outstanding	# of Action Items Outstanding	Project Details - Project Title
2023-Sep-27	2023-Aug-31	4	1	Your Construction Project
2023-Aug-08		0	1	Your Construction Project
2023-Aug-30		1	0	Stormwater Pollution Prevention Project
2023-Jul-19		1	0	Stormwater Pollution Prevention Project

Final Inspections with Open Deficiencies

4. BMP Inspections and Corrective Actions – for Contractors

Once all deficiencies are closed, the Corrective Action Report is issued.



Routine Corrective Action Report



Project Name: Runway 8L Widening - Phase II (HNL)

Inspection Date: 2023-10-10

Project Number: AO1021-27

Corrective Action Report Issue Date: 2023-Oct-18

TIP Number: N/A

Inspection Type: Monthly

Deficiencies

No.	Description	BMP Measure	Location Description	Deficiency Type	Corrective Action Due Date	Status
1	Hydraulic fluid had accumulated in drip protection measures for hammer attachment. Clean up hydraulic fluid and properly dispose of fluid and, if applicable, any used absorbent materials.	C.34 Spill Prevention and Control	Elliott Street Staging Area	Minor	2023-Oct-20	Closed - 2023-10-16
2	Hydraulic fluid from hammer attachment had dripped onto unpaved ground. Clean up and properly dispose of contaminated soil and install drip protection. All equipment must be stored on drip protection with a footprint sufficient to capture all potential leaks and/or spills.	C.34 Spill Prevention and Control	Elliott Street Staging Area	Major	2023-Oct-18	Closed - 2023-10-16
3	Trash on the ground is a potential FOD risk. Clean up and properly dispose of trash.	C.30 Solid Waste Management – Debris	Elliott Street Staging Area - west perimeter fence	Major	2023-Oct-16	Closed - 2023-10-16
4	Crusher equipment was observed leaking an unidentified, odor-free liquid onto unpaved ground and drip protection was overwhelmed with soil. Remove accumulated soil from drip protection measures and ensure that drip protection measures have a footprint sufficient to capture all potential leaks and/or spills. Clean up and properly dispose of potentially contaminated soil.	C.22 Vehicle and Equipment Operation and Maintenance	Elliott Street Staging Area	Minor	2023-Oct-20	Closed - 2023-10-16
5	Asbestos-containing waste was not stored on impermeable liner.	C.29 Solid Waste	Elliott Street Staging	Repeat	2023-Oct-16	Closed -

4. BMP Inspections and Corrective Actions – for Contractors

Now that Veoci is live, these processes have changed:



Corrective actions must be submitted in the workflow.

And these processes *have not* changed:



You will receive an email every time your action is required.



AIR-EE and inspectors will be available to assist.



Inspection Reports and Corrective Action Reports will be distributed via email.

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System

1. Introduction to Veoci
2. Design Review *required documents and the review process – Designers*
3. Contractor Document Submittal *required documents and the review process – Contractors*
4. **BMP Inspections and Corrective Actions** *responding to deficiencies – Contractors*
5. FAQs and Q&A

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How do I create a Veoci account?

1. Sign DOT-Airports' Acceptable Use Policy. →
2. Notify an AIR-EE representative.
3. Complete instructions in the account invitation email.



What do I do if I encounter a glitch or error?



1. Try to follow the error message instructions, if possible.
2. Save your work and refresh the page.
3. If the issue persists, contact an AIR-EE representative.

Send submittals and/or corrections via email if Veoci is preventing submission.

Technical Tools to Protect Our Water: DOT-Airports & the Veoci® System

Key Takeaways:



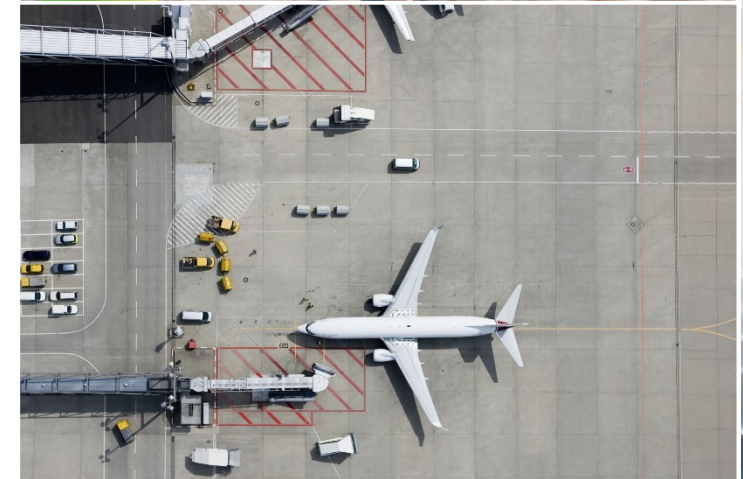
Design Review, Contractor Document Submittal, and BMP Inspection reporting/response will now occur in Veoci



The Veoci interface improves efficiency and maintains familiar processes and support resources



AIR-EE, design reviewers, inspectors, and online resources are still available to support you during the transition to this platform



Technical Tools to Protect Our Water

DOT-Airports & the Veoci[®] System

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