

CONSTRUCTION PROCEDURES HANDBOOK

SECTION VII

SUBSECTION H-3

DATE

CONSTRUCTION COMPLETION	REGIONAL CONSTRUCTION STORMWATER REPORT	11/03/2025
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At Substantial Completion the RE must complete a [Form DC-13](#) (“Attachment A”) Regional Construction Stormwater Report. For contracts where there is no Substantial Completion date (Operations contracts), the form must be completed after the Completion date and before closing out the Contract. The reports can be turned in no later than December 31st of the year of completion. Do not wait until the end of the year to submit the report.

The RE must submit the report to the Regional Office via Simpligov Workflow: BCM-0001 – Regional Construction Stormwater Report (DC-13).

Consultant staff without Intranet access may submit the form through the following link: [Form DC-13 for Consultants](#).

Each type of new stormwater/drainage structure constructed and existing stormwater/drainage structures upgraded (Retrofit) to meet the Department of Environmental Protection standards must be shown on the report. Retrofit includes replacing the existing grate to a bicycle safe grate as shown in Standard Detail [CD-602-1.8](#) or replacing the existing curb piece with a new curb piece as shown in Standard Details [CD-602-2.6](#) and [CD-602-5.3](#). All of the stormwater structures specified in Subsection 602 of the current Standard Specifications and Items such as Retention Basins, Wetland Mitigation Sites, scuppers, etc. must also be shown on the report. Do not include structures that were previously compliant with the Department of Environmental Protection standards or structures that were not affected by the project.

The RE must complete either the Milepost, Station, or both fields for each entry. A maximum of 100 structure entries per form is permitted. If there are more than 100 entries, the RE must submit additional forms for the remaining entries.

The Regional Construction Office reviews the form for completeness and general project information but does not verify the Project Details. If the form is unacceptable, it will be returned to the RE for revisions.

Once the Region accepts the form, Simpligov will send a confirmation email to the RE. The RE must retain a copy of the acceptance email and the PDF copy of the completed DC-13 form for project records.

Attachment A

BCM - 0001 - Regional Construction Stormwater RPRT(DC-13)



DC-13 Regional Construction Stormwater Report

Reporter Name *

First Name Last Name

This field is required

Reporter E-mail Address *

This field is required

Reporter Phone Number *

This field is required

Submission Date *

MM/dd/yyyy

This field is required

Project Name *

Reporting Region *

-- Select one --

DP No. *

12345

Substantial Completion Date *

MM/DD/YYYY

MM/dd/yyyy

Is this the first DC-13 submission for this project?

☐ Yes

☐ No

Project Details (max 100 Entries per Form)

Entry No. *

1,2,3...

1

Route/Roadway *

Milepost

Station

Use when Milepost is not available

County *

-- Select one --

Municipality *

-- Select one --

Type of Structure *

Name of the Item constructed. All stormwater structures in Section 602 and Scuppers, Bioretention Systems, Infiltration Ponds, Wetland Mitigation Sites, etc.

New or Retrofit *

-- Select one --

+ ADD STORMWATER STRUCTURE

REMOVE STORMWATER STRUCTURE