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## Sediment Sampling Plan Checklist

Revised March 2025

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**Purpose:** The purpose of this checklist is to ensure that projects which exceed 100 cubic yards (cy) of dredge material (sediment and associated materials) prepare the necessary Sediment Sampling Plan prior to the Water Quality Certification application being filed as required by Massachusetts Department of Environmental Protection (MassDEP). This checklist also enables Massachusetts Department of Transportation Highway Division (MassDOT) staff to efficiently review the quality and completeness of sampling plans prepared on its behalf by its consultants before the plan is submitted.

**Instructions:** This checklist should be completed by MassDOT's consultant(s) and should be included with the draft sampling plan submitted to MassDOT for review and comment prior to submitting with MassDEP. MassDEP requires a PDF submittal of the sediment sampling plan prior to sediment sampling. The sediment sampling plan and results are required as part of the WQC – Dredge application via the ePLACE portal.

**Note:** Sediment sampling, if applicable, should occur early enough that results are incorporated into Dredge Water Quality Certification applications submitted to MassDOT for review. Sediment sampling results should be taken within three years of submitting a Dredge Water Quality Certification. Under 310 CMR 9.07(2)(b)5., a sediment sampling and analysis plan is required for projects with over 10,000 cubic yards (cy) of dredging; for Ecological Restoration projects with over 100 cy of dredging; and for dredging in Outstanding Resource Waters. It is recommended that a sediment sampling and analysis plan be submitted prior to the submittal of a Water Quality Certification application for all dredge projects to expedite review. It should also be noted that DEP likes to see a sediment sampling plan for all dredge projects over 100 cy, regardless of exceeding thresholds. You should submit the plan to MassDOT for review early because approval from DEP is required prior to sampling which may take two or more weeks. Then there may be a two week turn-around time at the lab.

## **CONSULTANT CHECKLIST**

### **SEDIMENT SAMPLING PLAN**

- ☐ In a header - include the project information (name, location, MassDOT project number, and date)

### **INTRODUCTION AND PURPOSE**

- ☐ Include a brief project description (1-2 sentences). The project description should state where samples will be taken (reference a USGS map) and why sediment sampling is needed (i.e., reference 314 CMR 9.07 and include anticipated dredge volume).
- ☐ Identify quantity of samples to be collected
  - ☐ Identify how the samples will be collected
  - ☐ Identify where samples will be sent for analysis and what will be tested for
  - ☐ Include reference to a figure that shows the location of the sampling site(s) in relation to the project limits

### **SAMPLING EQUIPMENT & ADDITIONAL MATERIALS REQUIRED**

- ☐ List all equipment that could be used during the sample collection

### **SITE CONTACTS**

- ☐ List the name and contact information for the consultant Project Manager (PM)
- ☐ Include the sentence: "In the event of "suspect" contamination or previously unknown conditions, contact the Project Manager."

### **HEALTH AND SAFETY**

- ☐ Ensure that those collecting the samples will take necessary precautions during the sampling work

### **SEDIMENT SAMPLING OVERSIGHT**

- ☐ Identify the proposed scope of work for assessment
  - ☐ Reiterate quantity of samples and if any will be composites
  - ☐ Identify depth of samples
  - ☐ Reference attached figure
  - ☐ Discuss what will be done to ensure accurate documentation (photographs, field notes, GPS locations, etc.)

## **SAMPLING PLAN**

- ☐ Identify sampling procedure(s)
- ☐ Reiterate depth of sampling
- ☐ Discuss the analysis of each sample
- ☐ Provide alternatives if desired depths are not achievable

## **ATTACHMENT(S)**

- ☐ Include a site plan which displays the project limits and calls out the locations of the proposed samplings
- ☐ A USGS map showing general location of sampling to be taken.

## **MASSDOT WETLANDS REVIEWER CHECKLIST**

- ☐ Review draft sampling plan and consultant portion of the checklist to make sure all relevant items are included
- ☐ If the sampling plan is ready to submit, get MassDOT Wetlands Coordinators approval on the plan:
  - ☐ For bridge projects, send to:  
Courtney Walker  
[courtney.l.walker@dot.state.ma.us](mailto:courtney.l.walker@dot.state.ma.us)
  - ☐ For linear projects, send to:  
Erica Larner  
[erica.n.larner@dot.state.ma.us](mailto:erica.n.larner@dot.state.ma.us)
- ☐ Once approved, email the sediment sampling plan to the MassDEP Highway Unit Supervisor Heidi Davis at [heidi.davis@mass.gov](mailto:heidi.davis@mass.gov). Carbon copy (cc) the MassDOT Wetlands Reviewer and the Wetlands Coordinator that provided approval of the sampling plan.