

DOTD Hazardous and Non-Hazardous Waste Disposal Services

The Successful Contractor shall furnish, at the request of the Louisiana Department of Transportation and Development (DOTD), all personnel, materials, services, equipment, and packaging, required to safely and effectively remove and dispose of hazardous and non-hazardous materials as designated by the U.S. Environmental Protection Agency (EPA) and the U.S. Department of Transportation (U. S. DOT) in compliance with all Local, State, Federal, environmental, health and safety regulations and laws, including but not limited to packaging, labeling, transporting, manifesting, placarding and disposal.

PRICING

The unit price quoted for each line item must include **all** costs, including but not limited to labor and materials associated with the pick-up, packaging, transport, and disposal of noted hazardous and non-hazardous waste materials located at various DOTD locations throughout the State. No additional charges will be allowed.

UNITS OF MEASURE

- BBL = Barrel (may be prepackaged or when Vacuum truck is utilized)
- EA = Each
- GAL = Gallon
- LB = Pound
- LF = Linear Foot
- YD3 = Cubic Yard

INSURANCE REQUIREMENTS

Public liability insurance, automobile insurance, worker's compensation and pollution liability insurance shall be carried by the Successful Contractor and subcontractor, as per insurance requirements in Attachment A - Special Terms & Conditions, throughout the life of the contract. A certificate of insurance shall be furnished prior to the effective date of the contract. The Successful Contractor shall be fully responsible for any subcontractor.

LICENSING AND EPA REQUIREMENTS

The Successful Contractor must follow all Local, State, Federal, environmental, health and safety regulations and laws.

The Successful Contractor must be licensed to do business in the State of Louisiana and carry an EPA Identification Number. All licenses and EPA requirements must be sustained throughout the life of the contract:

Please state State of Louisiana Business License Number:

Please state EPA Identification Number:

HAZARDOUS MATERIALS

Hazardous waste materials are designated by the United States Secretary of Transportation to be a waste item or substance that poses an unreasonable threat to the public and/or the environment. Hazardous materials regulated by the U.S. DOT are classified as follows:

- Class 1: Explosives
 - Mass Explosive Hazard
 - Projection Hazard
 - Mass Fire Hazard
 - Minor Explosion Hazard
 - Very Insensitive Explosives
 - Extremely Insensitive Explosives
- Class 2: Gases
 - Flammable Gases
 - Non-flammable Gases
 - Poisonous or Toxic
- Class 3: Flammable Liquid
- Class 4: Flammable Solids
 - Flammable Solid
 - Spontaneously Combustible Material
 - Dangerous When Wet
- Class 5: Oxidizing Substances; Organic Peroxides
 - Oxidizer
 - Organic Peroxide
- Class 6: Poisonous (Toxic) and Infectious Substances
 - Poisonous (Toxic) Material
 - Infectious Substances
- Class 7: Radioactive Material
- Class 8: Corrosives
- Class 9: Miscellaneous Dangerous Goods
 - Environmentally Hazardous Substances, Elevated Temperature Material, Hazardous Wastes, and Marine Pollutants

REMOVAL LOCATIONS

The Successful Contractor shall provide hazardous and non-hazardous material removal from various DOTD locations throughout the State. A list of DOTD locations, including addresses, for Districts, Maintenance Units and Ferries is attached (see Attachment C - Potential Pick-up Site List). This list shall not be considered all encompassing. DOTD reserves the right to request service at any location throughout the State as needed.

SERVICE REQUIREMENTS

Notification of Service:

When services are required, the DOTD HAZMAT Contract Manager will notify the Successful Contractor by email. The email will contain a Work Order, which will include, at a minimum, the location to be serviced, the site's Point of Contact (POC), the presumed material to be removed, and an EPA site ID. The Successful Contractor shall provide acknowledgement of the Work Order to the DOTD HAZMAT Contract Manager within 1 business day of receipt and make contact with the site POC to schedule the material removal or a site visit, as applicable. The Successful Contractor shall provide the DOTD HAZMAT Contract Manager and the site POC with a service schedule for the Work Order at least 1 business day prior to removal. This is to ensure a DOTD representative is present at the site during service.

NOTE: Each service will be unique to the situation and location.

The DOTD HAZMAT Contract Manager will supply the Successful Contractor with as much information as practical regarding the material to be removed. This information may include the type of material, the container, an estimated quantity, the need for a vacuum truck, etc. The Successful Contractor should note, DOTD may not know the specific type or quantity of material to be removed until the Successful Contractor arrives at the site. The material may be prepackaged in drums, require the use of a vacuum truck, or on-site live loading.

In certain cases, such as when a material and/or quantity cannot be identified, a site visit may be required. The DOTD HAZMAT Contract Manager will notify the Successful Contractor when a site visit is necessary. The Successful Contractor shall provide the DOTD HAZMAT Contract Manager with an estimated cost/quote for the removal and disposal of the material before scheduling the removal/pick-up if requested by the DOTD HAZMAT Contract Manager. Estimates/quotes shall be provided at no additional cost to the Department.

Removal:

Services shall be completed within 10 business days from the date the Work Order was received. If additional time is needed to complete the Work Order, the Successful Contractor shall request approval to extend the completion date by contacting the DOTD HAZMAT Contract Manager, via email, prior to the 10th business day. The email should provide the number of additional days needed to properly complete the Work Order and a brief explanation of why the service cannot be finalized within the 10 business day timeframe.

The Successful Contractor should arrive at the pick-up site prepared to accept additional waste that may be generated between the date the Work Order was issued and the date of pick-up. The cost of additional waste not submitted with the original Work Order shall be charged in accordance with the contracted price. The DOTD site POC shall contact the DOTD HAZMAT Contract Manager if additional waste items that were not identified on the scheduled Work Order are discovered during the removal process. The removal of any newly identified materials may be scheduled through a separate Work Order. The Successful Contractor shall not remove any material that falls outside the purview of the scheduled Work Order as supplied by the DOTD HAZMAT Contract Manager. Services provided by the Successful Contractor that are not directly authorized by the DOTD HAZMAT Contract Manager will not be paid for by the DOTD.

Attachment B – Scope of Work

RFx 3000024743

Certain waste streams may require the use of a vacuum truck(s) for removal and transportation purposes. Locations, including ferries, that require this type of pick-up will vary throughout the State, as well as the type and quantity of material to be removed. Waste streams that often require this type of pick-up are typically bulk materials such as contaminated fuels, cationic (petroleum based material), oil/water/diesel fuel mixtures, as well as miscellaneous non-regulated liquids, sludge and solids. Each location requiring this type of removal is unique in tank and/or container type and size.

Packaging:

Packaging of waste streams that do not require a vacuum truck(s) may be pre-packaged at the site or may require packaging in containerized buckets or drums. Container sizes, depending on the quantity and type of waste stream to be removed, may range from 5 gallon plastic buckets to 55 - 85 gallon drums. The Successful Contractor is responsible for supplying the proper regulation packaging and/or container(s) for the removal of noted waste streams that are not pre-packaged or are not packaged in accordance with required regulations. The Successful Contractor shall provide personnel and packaging for on-site live load services as needed. All cost associated with live loading shall be included in the line item unit price. No additional fees will be allowed for live loading.

Lab reagents, antifreeze, and kerosene may be packaged on site as needed. These materials may require the need for lab packaging services depending on the nature of the material and location of pick-up.

At no time, for the purposes of rendering a “hazardous” material “non-hazardous”, nor for the purpose of solidification or any other purpose, shall the Successful Contractor mix or treat any waste material at any DOTD site or property.

Spill Kits:

As a preventative measure, the Successful Contractor must have, for every Work Order issued, a spill kit available for the immediate proper cleanup of any accidental spills or leaks.

Manifests:

The Successful Contractor shall complete the appropriate manifest for the designated waste stream(s) at time service is provided, listing DOTD as the Generator with the appropriate EPA Generator ID. At no time shall the Successful Contractor store or consolidate waste generated from one location with waste generated from another location and assign a single EPA Generator ID. Each pick-up shall be labeled in accordance with EPA regulations with a single EPA Generator ID Number per pick-up.

Each manifest must be signed by the DOTD POC at the pick-up site prior to removal. The Successful Contractor shall provide the appropriate Generator copy of the manifest to the pick-up site POC prior to transport. Payment will not be made to the Successful Contractor if the manifest does not include an authorized DOTD POC’s signature and the Generator copy of the manifest is not provided to the DOTD POC prior to transport.

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Liability:

The Successful Contractor is solely responsible for the proper removal, packaging, transport, and disposal of the contracted waste streams. Neither the State, nor the DOTD, will be held responsible, in any manner, for any improper removal, packaging, transport, or disposal of any hazardous or non-hazardous waste stream(s) by the Successful Contractor or any subcontractor(s). The Successful Contractor shall follow all Local, State, Federal, environmental, health, and safety regulations regarding the removal of such materials.

The Successful Contractor is fully responsible for any damages to any DOTD location/storage site that may occur as a result of the service(s) performed by the Successful Contractor.

INVOICING:

Invoices should be supplied within 30 days of completion of each service. All invoices shall be submitted to the DOTD HAZMAT Contract Manager and shall not include more than one Work Order per invoice. Invoices referencing multiple Work Orders will be returned to the Successful Contractor for correction.

At a minimum, each invoice shall include, as applicable to the service provided, the following:

- A copy of the original Work Order
- Bill of Lading signed by the DOTD site POC
- A copy of the Transporter portion of the completed manifest, as applicable
- The Contract Line Item Number(s) sourced and quantities removed
- Additional documentation that identifies the final disposition of disposal

NOTE: DOTD reserves the right to request additional documentation prior to payment. Payments will not be processed until all required documentation has been received.