

**Waste Disposal Services for
Unwanted Pesticides - LDAF**

SCOPE OF WORK:

The Contractor shall provide all of the tools, materials, equipment, and labor necessary to collect and dispose of hazardous and non-hazardous pesticides, as described below and attached, in compliance with all Local, State, Federal, environmental, health and safety regulations, and laws. Contractor responsibilities shall include, but are not limited to, packaging, labeling, transporting, manifesting, placarding, and disposal for the Louisiana Department of Agriculture and Forestry (LDAF).

REMOVAL NOTIFICATION:

Pickup locations shall be at LDAF's area offices Statewide. The State reserves the right to add locations during the contract period. A list of all current potential locations is included in Attachment C – Pickup Facilities.

Specific pickup locations will be provided to the Contractor by LDAF within two weeks of scheduling the pickup.

Removal of material shall be completed within one working day from the scheduled pickup date. Removal time shall not exceed one day without prior approval from LDAF.

REMOVAL REQUIREMENTS & CONTRACTOR OBLIGATIONS:

The Contractor shall be solely responsible for the proper removal, transport, and/or disposal of all waste items. The State of Louisiana will not be held responsible, in any manner, for the improper removal, transport, or disposal of any hazardous or non-hazardous waste by the Contractor or subcontractor(s). The Contractor shall follow all Local, State, Federal, environmental, health and safety regulations regarding the removal of materials.

If any part of the services to be provided must be subcontracted, responses to this solicitation should include a list of subcontractors, including firm name and address, contact person, complete description of work to be subcontracted, license and Environmental Protection (EPA) requirements and descriptive information concerning subcontractor's organizational activities.. The Contractor shall be fully responsible for all arrangements and for all payments to subcontractors.

The Contractor shall be responsible for the health and safety of its employees and subcontractor's employees in connection with the services to be performed. Site health and safety plans should meet all applicable regulations, rules, laws, and ordinances. The Contractor shall ensure that all the Contractor's employees and subcontractor's employees have received all of the training and monitoring required to properly and safely perform the services required. Such training and monitoring is to include, but is not limited to, all applicable sections of the State and Federal Occupational, Safety and Health Administration (OSHA) laws.

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The Contractor is fully responsible for any damages to any pickup location site that occurs as a result of the service performed. The Contractor shall be responsible for any spills that may arise. As a preventative measure, the Contractor shall have a spill kit on hand at the location of pickup to allow for immediate proper cleanup of any accidental spill or leak. Responsibility includes, but is not limited to, contacting LDAF, contacting proper Federal, State, and/or Local authorities, when applicable, and clean-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 Contractor mix or treat any waste material at any pickup site.

There will be four collection types:

- (1) Hazardous/toxic solid or liquid pesticides
- (2) Nonhazardous/flammable solid or liquid pesticides
- (3) Solid or liquid pesticides containing dioxin, 2, 4, 5-T and F-coded products, etc.
- (4) Potentially dangerous, unknown, mixed or large quantities of products

LDAF will supply the Contractor with as much information as possible regarding the material scheduled for removal in the form of an inventory list. The information on the list may include the type of material, the container, and estimated quantity. LDAF may not know the type of material or exact quantity requiring removal until the Contractor arrives. Each pickup will be unique. The inventory list of pesticides may include, but not be limited to, the EPA list of Conventional Pesticides, which is included in this solicitation as Attachment D – List of Pesticides.

The Contractor shall be solely responsible for identifying, classifying, and grouping waste packaging according to hazard class, labeling, transporting, and disposal of the pesticides. All collection containers will be provided by the Contractor, including, but not limited to, containers for low toxicity pesticides, containers for high toxicity pesticides, and containers for items determined to be potentially dangerous. The containers must be of sufficient strength to prohibit any leakage of pesticides. Sufficient quantities of the required containers shall be provided to handle the amount of pesticides on the inventory list. The Contractor shall use United Nations (UN) approved packaging/shipping containers.

Two scales shall be provided by the Contractor at the collection site(s) to weigh each empty container. The weight of each empty container will be recorded and, after the pesticide is placed in the container, the container will be weighed again for the aggregate weight. The price of removal of the pesticides will be on a per pound basis.

The proper personal protective equipment (PPE) and controls shall be utilized to protect all workers and participants. The Contractor shall be solely responsible for providing this equipment.

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PERMITS/LICENSES:

The Contractor, and any subcontractor, shall be licensed by the State of Louisiana to perform hazardous waste transport, removal, and disposal. The Contractor, and any subcontractor, shall carry an EPA approval I.D. number and maintain all necessary licenses and EPA requirements throughout the life of the contract.

Please provide State of Louisiana Contractor’s License Number: _____

Please provide Contractor’s EPA Identification Number: _____

The Contractor shall provide the names, addresses, and operational license(s) of disposal facilities that will be used. Disposal facilities must be EPA approved.

The Contractor shall provide a list of transporters and hazardous waste approval identification numbers.

The Contractor shall possess all applicable Federal, State and Local permits and be approved and/or certified by the Federal Environmental Protection Agency (EPA) and the Louisiana State Department of Environmental Quality (DEQ).

The Contractor shall maintain all necessary licenses and follow all EPA requirements throughout the term of the contract.

The Contractor shall comply with EPA CFR Title 40, Part 263, Subpart B, “Compliance with the Manifest System and Recordkeeping”.

The Contractor shall meet Department of Transportation (DOT) regulations and all other regulatory agencies as applicable.

The Contractor must maintain all necessary permits and licenses for the treatment, storage, disposal, and transportation for any pesticide wastes collected for LDAF.

INSURANCE:

General liability insurance, automobile insurance, Workman’s Compensation, and pollution liability insurance shall be carried by the Contractor and subcontractor(s) as per insurance requirements outlined in Attachment A - Special Terms and Conditions, pages 6-9. A certificate of insurance shall be furnished prior to the effective date of the contract. The Contractor shall be fully responsible for any subcontractor.

The Contractor shall assume total control/responsibility of the pesticides, which include unloading from participants, categorizing each pesticide, over-packing the pesticides, loading for shipment and transportation. The Contractor shall also be responsible for any spills that may arise.

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MANIFEST, INVOICING, AUDIT:

Prior to any pickup and off-site transport of materials, the Contractor shall complete the appropriate manifest for the designated waste. Manifest may be completed for the designated waste by the Contractor at time of pickup and off site transportation of materials.

At the point of pickup, the Contractor must provide the location of the disposal facility, EPA ID number of the facility, list the method for disposal for the designated waste, as well as provide the EPA ID number of the transporters on the manifest.

The Contractor shall submit to LDAF after each collection date, an invoice properly documenting the location, name of each pesticide, weight of each pesticide, and cost per pound for collection and disposal of each pesticide.

All paperwork shall be prepared according to regulations and waste manifests.

The Contractor shall allow the State to audit their facilities with prior notice from Agency during normal working hours (see Attachment A - Special Terms & Conditions, pages 9-10).

MINIMUM REQUIREMENTS:

- A.) All trucks used to transport the collected hazardous waste must be operated by firm(s) and person(s) adequately licensed to transport hazardous waste. All transportation of hazardous materials must be done in accordance with all applicable Federal, State, and local laws and all applicable DOT regulations for transporting hazardous waste.
- B.) The Contractor shall have HAZMAT trained personnel.
- C.) The Contractor shall use UN approved shipping containers.
- D.) The Contractor shall provide the appropriate personal protective equipment (PPE).
- E.) The Contractor shall have all required State and Federal licenses required to transport and dispose of hazardous materials.
- F.) The Contractor shall secure and maintain current permits and licenses for the pesticide disposal service at all times while performing services for LDAF. All facilities and parties handling the pesticides must be licensed, permitted and otherwise approved by the appropriate regulatory authority and must possess financial assurance if required.
- G.) The Contractor may be required to collect potentially dangerous, unknown, mixed, or large quantities of products at the pickup location.
- H.) The Contractor should submit copies of license(s), certification(s), and proof of training with their bid response. If not submitted with the bid response, the Contractor must submit these required documents within five business days after request by OSP.

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- I.) The Contractor shall give LDAF immediate notice in writing by certified mail of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or Contractor, which, in the opinion of the Contractor, may result in litigation related in any way to the contract or the State.
- J.) Ownership of waste shall pass from the owner of the pesticide to the Contractor upon the Contractor's initial collection of the pesticide waste.
- K.) The Contractor shall abide by all State and Federal laws and regulations regarding the transportation and disposal of the agricultural pesticide waste.
- L.) The Contractor's materials and equipment shall, at all times, be under the care, custody, and control of the Contractor.