

**Indiana Department of Transportation
Request for Acceptance of Borrow or Disposal Site**

Contractor Instructions

1. Complete Part 1 to provide contract and site utilization information.
2. Select Part 2, Part 3, or Part 4 and complete that one section. Include all requested information for the chosen section. **Additional sheets shall be attached if needed.**
3. Complete the Contractor Certification in Part 5 and submit the completed form, with any attachments, to the Project Engineer/Supervisor for review and acceptance a minimum of 14 days prior to site operations.

Part 1 – Contract and Site Information

Date: _____ Contract: _____

Contractor: _____ District: _____

Specific description of operations for the proposed site including a list of any proposed materials intended to be deposited at the site: _____

Part 2 – Solid Waste Site - 203.08(a)1.

A solid waste facility, in accordance with 329 IAC 10-2-176, with a current IDEM operating number.

Name of facility: _____

Address of facility: _____

IDEM Operating Number: _____ Expiration Date: _____

Comments: _____

Part 3 – Established Site – 203.08(a)2.

An established location, other than as defined in 203.08(a)1., proposed for borrow or disposal activity that is disturbed or developed for public, municipal, governmental, commercial, industrial, construction or any other similar or related activity. The Established Site shall be operating under permits required by local, State and Federal laws for the activities proposed by the Contractor.

a). Name of Site Owner: _____

b). Address of Site: _____

c). Copy of right-of-entry obtained from the property owner including rights for Department personnel access.

d). Aerial view site plan with the location of the borrow or disposal areas delineated.

e). Location of all proposed storm water management features used for the delineated borrow or disposal areas.

f). List of documented permits, permit numbers, and expiration dates for which the site operates.

g). Documentation of wetlands delineation and archaeological field survey, with record check, for areas utilized within the proposed borrow or disposal site that are undeveloped, undisturbed, and that are greater than 0.1 acre.

Comments: _____

Part 4 – General Site – 203.08(a)3.

A proposed borrow or disposal location, other than as defined in 203.08(a)1. and 2., that has not been disturbed or developed for public, municipal, governmental, commercial, industrial, construction or other similar or related activity. A General Site shall include private, residential, agricultural fields and pastures, or any other similar or related locations. General Site shall require additional documentation for acceptance.

- a). Name of Site Owner: _____
- b). Location of Site: _____
- c). Copy of right-of-entry obtained from the property owner including rights for Department personnel access.
- d). A site location plan, site dimensions, adjacent property and right-of-way lines, all demarcated jurisdictional or isolated wetlands, all demarcated archaeological sites, existing and proposed finished contours, and proposed finished grades.
- e). A site operations plan detailing the operations proposed for the site, what equipment will be utilized, how the site will be accessed, and any other information relevant to the operations of the site.
- f). A copy of Rule 5 Notice of Intent, if required, in accordance with 327 IAC 15-5.
- g). A storm water management plan for the site including storm water features and sequencing the measures for the operations plan for the site.
- h). Documentation signed by a wetlands professional verifying the site has been inspected for, and if present, specifying the area to be demarcated as jurisdictional or isolated wetlands.
- i). Documentation of the archaeological field survey, with record check, signed by a qualified Archaeologist including the limits and border of any archaeological site discovered.
- j). Copies of all other permits obtained by the Contractor to perform operations at the site.
- k). Documentation, in the form of a signed and notarized certification from the property owner, that the proposed site is not currently an active remediation or corrective action site operating under an IDEM or EPA cleanup program, and that there are no environmental liens, easements, deed restrictions, or environmental restrictive covenants against the proposed site location. If environmental liens, easements, deed restrictions, or environmental restrictive covenants exist for the proposed site location, the Contractor shall provide copies of the restriction and written approval from the regulatory agencies having and interest in, or jurisdiction over the proposed site approving use of the site for the borrow or disposal operations.

Comments: _____

Part 5 – Contractor Certification

The Contractor hereby certifies that the proposed borrow or disposal site conforms to the requirements of the Specifications and contract documents, and will be utilized appropriately for the Contractor’s proposed operations at the site in accordance with all local, State, and Federal laws. The Contractor certifies that only operations described above will be performed at the Site.

Signed: _____ Title: _____

Printed Name: _____ Date: _____

Part 6 – INDOT Review and Acceptance

Completed by the Project Engineer/Supervisor, or the Area Engineer

a). Site was physically visited and reviewed on *(date of visual review)*: _____

b). The Contractor's request for acceptance of the borrow or disposal site has been reviewed and meets the requirements of the Specifications and contract documents. The request is:

Accepted

Rejected

Comments *(attach additional sheets as necessary)*

Acceptance of any proposed borrow or disposal site shall not relieve the Contractor of the responsibility to utilize an appropriate site and to comply with all applicable local, State, and Federal laws and regulations.

Signed: _____ Title: _____

Printed Name: _____ Date: _____

Cc: Environmental Services – Central Office
District Construction Office
Contractor
file