

# METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM

## Enhanced Biological Phosphorus Removal ORGANIC MATERIALS DELIVERY AUTHORIZATION APPLICATION INSTRUCTIONS

The Metropolitan Water Reclamation District of Greater Chicago (District) will accept deliveries of high strength liquid organic material under the conditions and procedures set forth in this program. This program will solicit homogeneous high carbon liquid feedstock high in concentrations of biochemical oxygen demand (BOD) or chemical oxygen demand (COD), non-hazardous, and free of debris or contaminants. Such feedstock may be brought to the water reclamation plant directly, in lieu of discharge to the sanitary sewerage system. Please refer to the Resource Recovery Ordinance (RRO) available online at [www.mwr.org](http://www.mwr.org). To be considered for participation in this program, please complete the attached Organic Materials Delivery Authorization (OMDA) application and return the signed original to:

**The Metropolitan Water Reclamation District of Greater Chicago  
Enhanced Biological Phosphorus Removal  
111 East Erie Street,  
Chicago, Illinois 60611**

### REQUIRED FOR ALL COMPANIES

- OMDA Application (Pages 2-6).
- Material Acceptance Agreement(s) (MAA) (Appendix A), required for *each* source of material to be delivered.
- Laboratory Test Results in association with the MAA (Appendix A).
- Truck Hauler Information (Appendix B).
- Coupon(s) Order Form for Load Delivery (Appendix C). Coupons must be purchased **in advance** at the District's Finance Department at 100 East Erie, Chicago, Illinois. May not apply to Provisional Applicants.
- Material Delivery (Appendix D). Must accompany driver upon delivery.
- Insurance - The Authorized Party at its sole expense and prior to any delivery, shall procure, maintain and keep in force during the entire term of the Delivery Authorization such required insurance as specified in Appendix E

**Organic Materials Delivery Authorization Applicant Signature** – Enter the name and title of the person signing the application.

The person signing the application must be authorized to bind the entity for which he/she signs. Appropriate signatories include:

- 1) A responsible corporate officer, such as:
  - a. A president, vice-president, secretary, treasurer, or other person performing similar policy or decision making functions.
  - b. A manager of one or more manufacturing, production, or operating facilities, if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures and the manager is authorized to make management decisions which govern the operation of the regulated facility.
- 2) A general partner or sole proprietor, if the applicant is a partnership or sole proprietorship.
- 3) A duly authorized representative. The duly authorized representative must be:
  - a. An individual having responsibility for the overall operation of the facility from which the discharge originates. Examples include plant manager, field superintendent, or environmental manager.
  - b. Authorized in writing by a person described in paragraph (1) or (2). The written authorization must be submitted to the District.

### Additional Information

- This program requires participating Users to provide a steady flow of trucks delivering at minimum two 5,000 gallon loads per week.
- Please see the application for payment information.
- No material may be delivered until an OMDA is issued and MAA Number is provided for the source material.
- This OMDA will expire five years from the date of authorization.
- The OMDA Holder shall provide a weekly schedule of deliveries to the Industrial Waste Division at [BioP@mwr.org](mailto:BioP@mwr.org) or fax to 312-751-5960 for approval, at minimum 48-hours prior to the week of delivery. The schedule shall include the delivery dates, range of hours, number of trucks, and volume of each liquid organic waste to be delivered. The OMDA Holder shall immediately notify the District of changes to the schedule.
- The District respectfully requests a courtesy call in transit to the delivery site. Please contact Ms. Sharon Sopcak-Phelan **708-588-4029** (Stickney Water Reclamation Plant) or Mr. Marque Shaffer at **773-256-3577** (Calumet Water Reclamation Plant).

The receiving stations are available Monday - Friday 7:00 AM - 7:00 PM for routine deliveries. Please check your preference.

- Stickney Water Reclamation Plant, 6001 West Pershing Road, Cicero, Illinois 60804
- Calumet Water Reclamation Plant, 400 East 130<sup>th</sup> Street, Chicago, Illinois 60628

# METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM

## Enhanced Biological Phosphorus Removal ORGANIC MATERIALS DELIVERY AUTHORIZATION APPLICATION

Provisional Application

Original Application

Revision/Renewal

### I. OMDA APPLICANT INFORMATION

1. Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### II. PAYMENT

A nonrefundable administrative fee of \$250 for the review and processing of the application is due at the time the application is submitted. If an entity applies to deliver more than one waste stream in a single initial application for an OMDA, an additional fee of \$250 per additional waste stream will be charged. An Authorized Party will be charged a fee of \$250 for renewal of an OMDA. Any modifications of this OMDA for any reason will incur an additional \$250 fee. **Make checks payable to the Metropolitan Water Reclamation District of Greater Chicago.**

A provisional OMDA may be issued to allow the Program Director to evaluate the proposed delivery system. The Program Director may collect a reduced or zero delivery charge from the Authorized Party during the provisional Delivery Authorization period. Upon expiration of a provisional OMDA, the Program Director may issue the Authorized Party a new or revised OMDA, subject to the delivery charges.

**Delivery charges are based on the nominal volume capacity of the truck.** Coupons for delivery are purchased in advance; they will not be available at the water reclamation plant gate. Please see Appendix C for more information.

### III. GENERAL CONDITIONS

#### REPORTING REQUIREMENTS

The Authorized Party must provide and require its haulers, generators, brokers, and contractors to provide the following to the District upon request: all records, including but not limited to pumping logs, manifests, or analytical results pertaining to any material delivered to the District. The Authorized Party must immediately report and require its haulers, generators, brokers and contractors to immediately report, any deviation from the information reported on this OMDA or any MAA to the District, including but not limited to changes to truck size, significant temporary or ongoing changes to the anticipated volume of delivered material, changes to process generation that may affect the characteristics of the delivered material, and changes concerning the presence of constituents of concern or known pollutants in the delivered material.

# **METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM**

## **Enhanced Biological Phosphorus Removal**

### **ORGANIC MATERIALS DELIVERY AUTHORIZATION APPLICATION**

#### **MONITORING AND ENFORCEMENT**

The Authorized Party is subject to enforcement in accordance with the RRO. The Program Director reserves the right to suspend or revoke this OMDA.

The Program Director shall have full discretion to reject any delivery, material, or any person or entity from participating in this OMDA at any time for any lawful reason.

The Program Director may prohibit a delivery at any time if it is determined that the WRP lacks receipt capability, it is necessary for effective WRP operation, or it is otherwise in the District's best interest.

The Program Director may reject a delivery, at any time, if it is determined that the delivered material does not meet the criteria of this OMDA, including but not limited to criteria in this OMDA's section "High Strength Liquid Organic Materials Requirements," or for any other violation of this OMDA or the RRO.

The Program Director shall have the right to monitor, inspect and/or test any delivery. This includes, but is not limited to, conducting unannounced spot checks on trucks and collecting samples.

The Program Director may suspend or revoke this OMDA for violation of any provision of this OMDA or the RRO by giving written notice to the OMDA Holder indicating the nature of the violation.

The Program Director may commence an investigation when he or she has any reason to believe that any delivery under this OMDA is found to fall outside the agreed upon maximum or minimum accepted concentrations acceptable for such delivery, or otherwise contained any material not allowed under this OMDA, EBPR Program Documents or in the RRO. Based upon the result of any such investigation and in the sole discretion of the Program Director, the District may impose any and all relief against the Authorized Party including, but not limited to, revocation or suspension of the OMDA and recovery of the fees and costs associated with the necessary investigation and/or disruption to normal WRP operations.

#### **INDEMNIFICATION**

I agree to defend, indemnify, and hold harmless the District and its Directors, officers, agents and employees from and against any and all loss, liability, expense, claims, suits, and damages, including attorneys' fees, arising out of or resulting from Authorized Party, its generators', haulers', brokers', associates', employees', sub-consultants', or other agents' operation or performance under this OMDA.

#### **INSURANCE**

I agree to maintain insurance coverage at the levels required by Appendix E of this OMDA Application.

#### **WAIVER OF SUBROGATION RIGHTS**

I agree to waive any and all rights of recovery against the District regardless of the applicability of any insurance proceeds and to require all indemnifying parties to do likewise. All insurance coverage maintained or procured by the Authorized Party shall be endorsed to delete the subrogation condition as to the District or must specifically allow all the named insured to waive subrogation prior to a loss.

#### **IV. High Strength Liquid Organic Materials Requirements**

1. High Strength Liquid Organic Materials, (HSOM) also known as "high strength liquid waste" are generally considered waste products of food processing facilities, restaurants, breweries, ethanol production facilities, tank bottoms, and similar sources, which are homogeneous liquids or slurries high in organic content as measured in concentrations of BOD, or COD, and are typically too concentrated to be disposed of by discharge to sewers.
2. HSOM must be classified non-hazardous, be free of inorganic debris and contaminants, and pumpable.
3. Under no circumstance may HSOM contain polychlorinated biphenyls (PCBs), dioxins, or surfactants.

# METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM

## Enhanced Biological Phosphorus Removal

### ORGANIC MATERIALS DELIVERY AUTHORIZATION APPLICATION

5. No hazardous waste, as defined under the Resource Conservation and Recovery Act, 42 U.S.C. §6901 et seq., and relevant regulations (40 C.F.R. §§261.31-33), or by the Illinois Environmental Protection Agency under its solid waste disposal program, and relevant regulations (Title 35 Ill. Adm. Code §721) or waste that generally exhibits the characteristics of being ignitable, corrosive, reactive or toxic, will be accepted by the District.
6. Cleanings from chemical toilets, septic tanks, or cesspools are specifically excluded and not defined as HSOM and are not accepted.
7. HSOM containing dissolved oxygen or other oxidizers are not accepted.
8. Unless otherwise determined by the Program Manager, HSOM will be accepted according to the criteria presented in Table 1 below:

**TABLE 1: HIGH STRENGTH LIQUID ORGANIC MATERIAL CONSTITUENT LIMITS**

Constituent	Value	Limit
COD	75,000 mg/L	Minimum
Volatile Solids in Total Solids	75%	Minimum
pH*	4-10 pH units	Range

\*pH outside of this range may be acceptable through prior arrangement with the District.

In order to comply with effluent and biosolids regulations, and to protect the treatment process, the District must monitor certain POCs in the feed to the aeration system. Table 2 lists these POCs. HSOM's which contain POCs are not necessarily excluded from this OMDA; rather, the District will monitor such constituents, and may require the Program Director to limit the amount of material from certain generators if necessary to avoid accumulating POCs in the aeration system in concentrations which may negatively impact wastewater treatment plant operations. These concentrations will be monitored closely at all times in the aeration system and the incoming HSOMs. Table 2 lists the major POCs but this list is not all inclusive, and the District may elect to monitor other constituents that are not listed in Table 2.

**TABLE 2: POLLUTANTS OF CONCERN**

<i>Constituent</i>	
Cadmium	Zinc
Chromium (Hexavalent)	Cyanide
Chromium (Total)	Phosphorous
Copper	Toxic Organic Compounds
Iron	Molybdenum
Lead	Selenium
Mercury	Arsenic
Nickel	

# METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM

Enhanced Biological Phosphorus Removal

## ORGANIC MATERIALS DELIVERY AUTHORIZATION APPLICATION

### V. DELIVERY PROCEDURES

The District respectfully requests a courtesy call in transit to the delivery site. Please contact Ms. Sopcak-Phelan 708-588-4029 (Stickney WRP) or Mr. Shaffer at 773-256-3577 (Calumet WRP).

#### HAULING COMPANY, DRIVER AND TANKER REQUIREMENTS

1. This OMDA is limited to vehicles specifically authorized by the District.
2. All hauling company contact information, driver names, and required insurance certifications must be current and on file before any deliveries may be made.
3. Each driver must have a valid driver's license for the class of vehicle being driven.
4. Tanker trucks shall arrive equipped with their own appropriate hoses and pumps.
5. **In no case will any vehicle that holds a permit issued by the Illinois Environmental Protection Agency for hauling hazardous waste, or any vehicle that is used or has been used to pump or hold hazardous wastes, be allowed to make a delivery.**

#### PLANT HAZARDS

1. NO SMOKING. No smoking is allowed while on the Plant premises, as it is a safety hazard due to presence of flammable gases (such as oxygen and methane).
2. Use caution when venting the tanker for discharge. During transportation, degradation of the high strength liquid organic material may occur inside the tanker and build up dangerous gases which may be released when the driver vents the tanker.
3. Infectious materials are present at the Plant and managed in the wastewater treatment process.

#### RULES OF CONDUCT

1. Obey posted speed limits.
2. Driver is responsible for wash down of own spills within four hours of such spills.
3. Driver must be in compliance with all applicable OSHA regulations.
4. Driver must lock brakes before commencing discharge.
5. Driver must stay with truck/tanker during discharge unless instructed otherwise by District Staff.
6. All feedstock must be discharged through a hose directly to the receiving station.
7. No exterior truck or trailer washing is permitted on District premises.
8. Do not leave any trash or debris at the discharge area.
9. Drivers are not permitted to possess firearms on District property.

#### DISCHARGE INSTRUCTIONS

1. **Each** delivery must be accompanied by the Appendix D form in addition to the truck manifest.
2. Payment coupons must be purchased prior to arrival and presented at water reclamation plant gate.
3. The driver will be met by District personnel at the receiving site to collect a sample and all documents including the coupons.
4. The Driver is responsible for hookup and offloading of waste material. No offloading should occur until approval is obtained from District personnel.

# METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM

## Enhanced Biological Phosphorus Removal

### ORGANIC MATERIALS DELIVERY AUTHORIZATION APPLICATION

#### VI. CERTIFICATION

I, Authorized Party, acknowledge that I have received and had an opportunity to review this OMDA and its Appendices. I understand that all Appendices hereto are part of this OMDA and that their terms are incorporated by reference herein. I understand I am legally responsible for the delivery of material and for complying with the RRO and with all provisions of this OMDA. I understand that I must comply with the terms of the RRO and the OMDA or may be subject to fees and costs including suspension or revocation of this OMDA in accordance with applicable provisions of the RRO and this OMDA. I hereby certify that I will not deliver, or cause to be delivered; any regulated radioactive waste, regulated PCBs, materials regulated by Toxic Substances Control Act, or hazardous waste as defined by any federal, state, or local statute or regulation. I certify that I will abide by and be bound by any and all District guidelines, rules, or procedures for the delivery of materials under this OMDA, and further certify that I have informed any individual or entity delivering materials to the District on my behalf under this OMDA of these guidelines, rules or procedures. I understand that the District may refuse to accept deliveries at any time if determined by the District to be necessary to avoid interference with WRP operations or the District's compliance with legal requirements. I further understand that I must submit information for the District's review and approval on a Material Acceptance Agreement (Appendix A) for each material I propose to deliver, or cause to be delivered, before any load is delivered to the District. I also agree prior to any delivery, to procure at my own expense, maintain and keep in force during the entire term of the Delivery Authorization such required insurance as specified in Appendix E of this document. I certify under penalty of law that this document and all attachments hereto were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for known violations. I understand and accept that the OMDA may be suspended or revoked if any provision of this OMDA is not complied with. I understand and acknowledge that the District may amend this OMDA from time to time and that the OMDA as amended will supersede this OMDA and shall be binding and enforceable against the OMDA Holder.

NAME

TITLE

DELIVERY AUTHORIZATION HOLDER - SIGNATURE

DATE

(TO BE SIGNED BY CHIEF EXECUTIVE OFFICER OR DULY AUTHORIZED REPRESENTATIVE. SEE COVER PAGE FOR DESCRIPTION.)

#### AUTHORIZATION

Original Application    Revision/Renewal    Provisional Application

OMDA Number \_\_\_\_\_

OMDA Expiration Date \_\_\_\_\_

The above-named Authorized Party is hereby authorized to dispose non-hazardous material as provided by this OMDA, subject to OMDA Holder's compliance with the RRO and with all provisions of this OMDA. This OMDA is issued to the facility described above for the delivery of non-hazardous materials to the \_\_\_\_\_ WRP. This OMDA includes all Appendices hereto, and shall not be amended.

Program Director

Date

#### FOR DISTRICT USE ONLY

CHECK DATE: \_\_\_\_\_ AMOUNT PAID: \_\_\_\_\_ CHECK NUMBER: \_\_\_\_\_

POST DATE: \_\_\_\_\_ OMDA NUMBER: \_\_\_\_\_ REVIEWED

# METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM

Enhanced Biological Phosphorus Removal

**Appendix A** (One for each source material)

## Material Acceptance Agreement

A Material Acceptance Agreement (MAA) must be completed for **each** material. Analytical data must confirm that the material complies with the discharge limitations outlined in the Resource Recovery Ordinance (RRO), EBPR Program Documents and the Organic Materials Delivery Authorization Application. If your MAA is approved, a signed copy of this agreement will be returned to you. Only materials for which you have received a District signed copy of this agreement and MAA Number may be delivered.

**I certify that the description of the material below is a true and accurate representation of the liquid organic waste as approved by the District and any changes to the material described below will be disclosed to the District for further review of material acceptability.**

To be completed by CUSTOMER	FOR DISTRICT USE ONLY
1) Organic Delivery Authorization Holder (OMDA): _____	OMDA Number: _____
2) Generator/Site Name: _____	Material Description: _____
3) Site Address: _____ _____	Material Type: _____

4) Please provide a short description of the Material: (e.g.: Beer Tank Washout, Grease Trap Pumping's)  
\_\_\_\_\_

5) Material Consistency: (e.g.: liquid, slurry, etc.)  
\_\_\_\_\_

6) Estimated Volume: (gallons)  
\_\_\_\_\_

7) Estimated Delivery Dates:  
\_\_\_\_\_

8) Delivery Frequency:  
\_\_\_\_\_

9) Has the material been stored in a holding tank? Yes  No

If yes, describe the purpose and material in the tank.  
\_\_\_\_\_

10) Is the material in compliance with the applicable standards of the RRO? Yes  No

If yes, attach the laboratory results.  
\_\_\_\_\_

11) Is the material subject to Federal Categorical Pretreatment Standards? Yes  No

If yes, indicate applicable Categorical Pretreatment Standard 40 CFR \_\_\_\_\_

If yes, is the material fully compliant with the applicable Categorical Pretreatment Standard? Yes  No

12) Authorized Party Information (or duly authorized representative):

\_\_\_\_\_ \_\_\_\_\_  
Print Name and Title Date

\_\_\_\_\_ \_\_\_\_\_  
Signature of Authorized Party Email Address

<p><i>(For District Use Only)</i></p> <p>Material Acceptance Number: _____ OMDA Expiration Date: _____</p> <p>Approved for Delivery to: _____ WRP</p> <p>Reviewed by: _____ Date: _____</p> <p style="text-align: center;">Program Director</p>	
---	--

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO  
RESOURCE RECOVERY PROGRAM**

Enhanced Biological Phosphorus Removal

**Appendix B** (Please use one form for each hauler to be authorized with this OMDA)

**TRUCK HAULER IDENTIFICATION**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

**In no case will any vehicle that holds a permit issued by the Illinois Environmental Protection Agency for hauling hazardous waste, or any vehicle that is used or has been used to pump or hold hazardous wastes, be allowed to make a delivery.**

**1. Vehicle Identification**

Vehicle Model/ Year	License Plate Number	VIN Number	Fleet Number	Tank Volume Capacity (Gallons)

**2. Employee License Identification**

Each company employee whose duties include the maintenance, evacuation, transport and delivery of material must be in possession of a valid driver's license for the class of vehicle being driven. Identify each such licensed employee and attach a copy of each such license to this application.

Employee Name	License Category	License Expiration Date



**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO  
RESOURCE RECOVERY PROGRAM**

Enhanced Biological Phosphorus Removal

**Appendix C**

**ORGANIC MATERIALS DELIVERY  
COUPON ORDER FORM**

Orders should be sent to the following address:

**Metropolitan Water Reclamation District of Greater Chicago  
Finance Department  
100 East Erie Street  
Chicago, Illinois 60611**

Company Name: \_\_\_\_\_

OMDA Number:\* \_\_\_\_\_ MAA Number: \_\_\_\_\_

\*Coupons issued to persons authorized under this OMDA are nontransferable.

Facility Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

QUANTITY	COUPON	PRICE	DISTRICT USE ONLY
3,000 gals or less	\$150**		
> 3,000 gals and ≤ 5,000 gals	\$250**		

**GRAND TOTAL \$**

Coupons:

Pick-Up at District Offices  Mail to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any questions concerning your order may be referred to the District's Finance Department at (312) 751-6500. Business hours are 8:45 AM to 4:30 PM, Monday through Friday. After-hours deliveries, if accepted solely for the convenience of an OMDA Holder, may be charged at double the schedule of fees.

**FOR DISTRICT USE ONLY**

POST DATE: \_\_\_\_\_ AMOUNT PAID: \_\_\_\_\_ CHECK NUMBER: \_\_\_\_\_

REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO  
RESOURCE RECOVERY PROGRAM**

Enhanced Biological Phosphorus Removal

**Appendix D** (To accompany driver upon delivery at the WRP)

**Material Delivery**

**Material Origination**

Generator of Material: \_\_\_\_\_

Generator Physical Location: \_\_\_\_\_

Organic Material Delivery Authorization (OMDA) Holder: \_\_\_\_\_

OMDA Number: \_\_\_\_\_ **Material Acceptance No:** \_\_\_\_\_

**Hauler Information**

**Name:** \_\_\_\_\_ **License Plate Number:** \_\_\_\_\_

Vehicle Make and Model: \_\_\_\_\_ **Tank Volume Capacity:** \_\_\_\_\_ Gallons

Delivery Date: \_\_\_\_\_ Delivery Time: \_\_\_\_\_ AM/PM

**Payment**

Coupon face value: \$ \_\_\_\_\_ Coupon serial number: \_\_\_\_\_

Coupon face value: \$ \_\_\_\_\_ Coupon serial number: \_\_\_\_\_

**Certification by Hauler**

*I certify this load contains only the material approved in the MAA. I certify the delivery of said material into the facilities of the Metropolitan Water Reclamation District of Greater Chicago, as reported on this form, was conducted in accordance with the Resource Recovery Ordinance and the OMDA.*

*Further, all information contained on this form is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. I certify this trailer at all times carries non-hazardous organic material, free of inorganic debris and contaminants, and under no circumstances contains heavy metals, polychlorinated biphenyls (PCBs), dioxins, or surfactants, no hazardous waste as defined in 40 CFR 261 or cleaning from chemical toilets, septic tanks or cesspools. I further certify that this vehicle has never been used to pump or hold hazardous wastes.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**FOR DISTRICT USE ONLY**

User No: \_\_\_\_\_ Sample Date: \_\_\_\_\_ Sample Time: \_\_\_\_\_ LIMS No: \_\_\_\_\_

Discharge Description/Comments: \_\_\_\_\_

District Sampler/Title: \_\_\_\_\_

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO  
RESOURCE RECOVERY PROGRAM**

Enhanced Biological Phosphorus Removal

**Appendix E**

**INSURANCE REQUIREMENTS**

1. The Authorized Party, at its sole expense and prior to any delivery, shall procure, maintain and keep in force during the entire term of the Delivery Authorization such required insurance as specified and outlined herein:

TYPE OF INSURANCE	MINIMUM LIMIT OF LIABILITY
<u>Workers' Compensation Insurance</u>	STATUTORY
<u>Employer's Liability</u>	
A. Each accident	\$2,000,000.00
B. Each employee-disease	\$2,000,000.00
C. Policy aggregate-disease	\$2,000,000.00
<u>Commercial General Liability</u>	
A. Per occurrence	\$5,000,000.00
B. General Aggregate-Per project	\$5,000,000.00
C. Products/Completed Operations General Aggregate	\$5,000,000.00
<u>Business Auto Liability</u>	\$5,000,000.00
<u>Environmental Impairment Liability</u>	\$5,000,000.00

2. The Authorized Party is required to submit evidence of the required insurance to the District prior to making any delivery under a Delivery Authorization.

3. All liability insurance coverage required hereunder is to be written on an "occurrence" form, with one exception. The District may accept Claims Made coverage for the Environmental Impairment Liability policy, if the retro date for coverage is prior to the date work begins on the project and coverage is maintained for a period of 5 years following the completion of the project (a 5-year extended reporting period can be substituted for this). Final determination of acceptability is at the discretion of the District's Law Department.

4. The Authorized Party and, if appropriate, independent/subcontractor's insurance coverage shall be primary insurance as respects the District, its Commissioners, officers, agents, or employees.

5. Any insurance or self-insurance maintained by the District shall be excess insurance and shall not contribute to the Authorized Party's insurance or that of his independent/subcontractors.

6. The Authorized Party shall insure that independent/subcontractors, including truck haulers acting on his behalf, are maintaining comparable insurance.

7. The insurance required herein shall be maintained during the entire course of the Discharge Authorization. General liability/products and completed operations coverage shall be maintained for a period of 5 years following the Discharge Authorization's termination.

8. Any deductibles or other forms of retention set forth in Authorized Party's or independent/subcontractors insurance policies are the responsibility of those entities. All deductibles and self-insured retentions are subject to the approval of the District.

# **METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO RESOURCE RECOVERY PROGRAM**

Enhanced Biological Phosphorus Removal

## **Appendix E (continued)**

### **INSURANCE REQUIREMENTS**

9. The insurance policy(s) as required by this Section, shall be endorsed to state that coverage will not be suspended, voided, cancelled, non-renewed, or reduced in coverage or in limits, except after thirty (30) days' (10 days for non-payment of premium) prior written notice. Authorized Party is required to provide notice of any such change to the District immediately upon its receipt of such notice.

10. The insurer(s) providing the required insurance shall be licensed in Illinois and shall be rated A-, Class VII or better in the most recent edition of Best's Key Rating Guide. Exceptions to this requirement are at the discretion of the District.

11. Prior to being permitted to delivery, the Authorized Party shall furnish unto the District certificates of insurance and with a copy of endorsements affecting coverage required by this clause which evidence the required insurance. All certificates of insurance, and the insurance companies providing the coverage required herein, are subject to the approval of the. The District reserves the right to require complete certified copies of all required insurance policies at any time.

Unless otherwise agreed to in writing by the District, If coverage is evidenced by certificates of insurance, the Authorized Party, upon request, shall make available for inspection, original insurance policies or certified copies of the actual insurance policies to be viewed by the District.

12. The District shall have no responsibilities whatsoever to an Authorized Party with respect to any insurance coverage, its procurement or the absence thereof.

13. The Authorized Party expressly understands and agrees that any insurance protection furnished by entities as required hereunder shall in no way limit its responsibility to indemnify and save harmless the District under the Provisions of this Agreement.

14. The insurer(s) agree to waive all the rights of subrogation (for workers' compensation, employers' liability, general liability, business automobile and environmental impairment liability) against the Metropolitan Water Reclamation District of Greater Chicago, its Commissioners, officers, agents, and employees for losses arising from or in connection with this Agreement.

15. Not less than two weeks before the expiration of any insurance coverage required by the Discharge Authorization, the Authorized Party must provide certificates, or other suitable documentation, which evidence renewal or continuation of the required insurance policies. If renewal of coverage is evidenced by certificates of insurance, the Authorized Party, upon request, shall make available for inspection, original insurance policies or certified copies of the actual insurance policies to be viewed by the District in Authorized Party's office within sixty (60) days of the expiration of coverage.

Upon failure to provide such evidence of coverage within the time periods required, the District may direct the Authorized Party to cease all deliveries until the required documents have been provided to the District.

16. ALL INSURANCE SUBMITTALS SHALL BE IDENTIFIED BY THE DELIVERY AUTHORIZATION NUMBER.