



**Certificate of Good Standing**

The Bidder must be in compliance with the laws regarding conducting business in the State of Missouri. Within ten (10) business days of notification, the Bidder will need to provide a copy of his/her Missouri Secretary of State’s “Certificate of Good Standing” prior to the issuance of any contract or initial purchase order by the Missouri Department of Transportation (MoDOT). MoDOT reserves the right, at its sole discretion, to extend the date this documentation must be provided. The Bidder’s inability to provide this documentation will result in his/her bid being rejected.

**HB600 Compliance**

The Bidder must be in compliance with the laws regarding conducting business in the State of Missouri. The Bidder should ensure they are in good standing with the Missouri Department of Revenue. Prior to award MoDOT staff will check with the Missouri Department of Revenue to ensure compliance with the provisions of RsMO 34.040.6. If necessary, a “Certificate of No Tax Due” may be requested of the successful Bidder. If such a certificate is requested, the Bidder’s inability to provide this documentation will result in his/her bid being rejected.

**VENDOR NOTES**

**Missouri Department of Transportation purchase orders must be issued to the invoicing company/address. If the invoicing company/address will be different from that listed in the vendor information section (below), the vendor must specify the “remit to” company/address in the vendor notes section (above).**

**VENDOR INFORMATION**

Vendor Name/Mailing Address:	Vendor Contact Information (including area codes):  Phone #:  Fax #:  Cellular #:  Federal ID #:
Printed Name and Title of Responsible Officer or Employee:	Signature:
Is your company registered/certified with the State of Missouri as a (please circle):	
MINORITY BUSINESS ENTERPRISE (MBE) ?	YES                      NO
WOMEN BUSINESS ENTERPRISE (WBE) ?	YES                      NO
Would your company like information on becoming a registered/certified MBE/WBE vendor?	YES                      NO

**All responses to this Request for Quotation MUST be submitted on this form and all pages MUST be returned to the Buyer listed above at the District mailing address shown.**

# PREFERENCE IN PURCHASING PRODUCTS

DATE: \_\_\_\_\_

The bidders attention is directed to Section 34.076 RsMO 1986 which gives preference to Missouri corporations, firms, and individuals when letting contracts or purchasing products.

Bids/Quotations received will be evaluated on the basis of this legislation.

**All vendors submitting a bid/quotation must furnish ALL information requested below.**

**FOR CORPORATIONS:**

State in which incorporated: \_\_\_\_\_

**FOR OTHERS:**

State of domicile: \_\_\_\_\_

**FOR ALL VENDORS:**

List address of Missouri offices or places of business:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS SECTION MUST BE COMPLETED AND SIGNED:**

**FIRM NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**BY (signature required):** \_\_\_\_\_

**Federal Tax I.D. #:** \_\_\_\_\_ **if no Federal Tax I.D. # - list Social Security #:** \_\_\_\_\_

NOTE: For bid/quotation to be considered, the "Preference in Purchasing Products" form must be on file in the General Services (Procurement) Division and must be dated in the current calendar year.

## STANDARD SOLICITATION PROVISIONS

- a. The Missouri Department of Transportation (MoDOT) reserves the right to reject any or all bids/quotes/proposals, and to accept or reject any items thereon, and to waive technicalities. In case of error in the extension of prices in the bid/quote/proposal, unit prices will govern.
- b. All bids/quotes/proposals must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.
- c. By virtue of statutory authority, a preference will be given to materials, products, supplies, provisions and all other articles produced, manufactured, made or grown, within the State of Missouri.
- d. Time of delivery is a part of the consideration and, if not otherwise stated in the solicitation documents, must be stated in definite terms by the Bidder/Offeror and must be adhered to. If time varies on different items, the Bidder/Offeror shall so state.
- e. If providing bids/quotes/proposals for commodities, the Bidder/Offeror will state brand or make on each item. If bidding or proposing other than the make, model or brand specified, the manufacturer's name, model number or catalog number must be given.
- f. **For bids/proposals of \$25,000 or more**, no bids/proposals by telephone, telegram or telefax will be accepted.
- g. The date specified for the returning of bids/quotes/proposals is a firm deadline and all bids/quotes/proposals must be received at the designated office by that time. The Department does not recognize the U.S. Mail, Railway Express Agency, Air Express, or any other organization, as its agent for purposes of accepting proposals. All proposals arriving at the designated office after the deadline specified will be rejected.

## GENERAL TERMS AND CONDITIONS

### General Performance

- a. This work is to be performed under the general supervision and direction of the Missouri Department of Transportation (MoDOT) and, if awarded any portion of the work, the Contractor agrees to furnish at his own expense all labor and equipment required to complete the work, it being expressly understood that this solicitation is for completed work based upon the price(s) specified and is not a solicitation for rental of equipment or employment of labor by MoDOT, and MoDOT is to have no direction or control over the employees used by the Contractor in performance of the work.

### Deliveries

- a. Unless otherwise specified on the solicitation documents or purchase order, suppliers shall give at least 24 hours advance notice of each delivery. Delivery will only be received between the hours of 8:00 a.m. to 3:00 p.m., Monday through Friday. Material arriving after 3:00 p.m. will not be unloaded until the following workday. No material will be received on Saturday, Sunday or state holidays.
- b. If the prices bid herein include the delivery cost of the material, the Contractor agrees to pay all transportation charges on the material as FOB - Destination. Freight costs must be included in the unit price bid and not listed as a separate line item.
- c. Any demurrage is to be paid by the Contractor direct to the railroad or carrier.

### Nondiscrimination

- a. The Contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- b. All solicitations either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials or leases of the Contractor's obligations under this contract and the Regulations, will be relative to nondiscrimination on the grounds of race, color, or national origin.
  - 1) Sanctions for Noncompliance: In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, MoDOT shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
    - i. withholding of payments to the Contractor under the contract until the Contractor complies, and/or,
    - ii. cancellation, termination or suspension of the contract, in whole or in part.

### Contract/Purchase Order

- a. By submitting a bid/quote/proposal, the Bidder/Offeror agrees to furnish any and all equipment, supplies and/or services specified in the solicitation documents, at the prices quoted, pursuant to all requirements and specifications contained therein.
- b. A binding contract shall consist of: (1) the solicitation documents, amendments thereto, and/or Best and Final Offer (BAFO) request(s) with any changes/additions, (2) the Contractor's proposal and/or submitted pricing, and (3) the MHTC's acceptance of the proposal and/or bid by purchase order or post-award contract.
- c. A notice of award does not constitute an authorization for shipment of equipment or supplies or a directive to proceed with services. Before providing equipment, supplies and/or services, the Contractor must receive a properly authorized purchase order and/or notice to proceed.
- d. The contract expresses the complete agreement of the parties and performance shall be governed solely by the specifications and requirements contained therein. Any change, whether by modification and/or supplementation, must be accomplished by a formal contract amendment signed and approved by and between the duly authorized representative of the Contractor and the duly authorized representative of the MHTC, by a modified purchase order prior to the effective date of such modification. The Contractor expressly and explicitly understands and agrees that no other method and/or no other document, including correspondence, acts, and oral communications by or from any person, shall be used or construed as an amendment or modification.

### Subcontracting

- a. It is specifically understood that no portion of the material or any interest in the contract, shall be subcontracted, transferred, assigned or otherwise disposed of, except with the written consent of MoDOT. Request for permission to subcontract or otherwise dispose of any part of the work shall be in writing to MoDOT and accompanied by documentation showing that the organization which will

perform the work is particularly experienced and equipped for such work.

- b. Consent to subcontract or otherwise dispose of any portion of the work shall not be construed to relieve the Contractor of any responsibility for the production and delivery of the contracted work and the completion of the work within the specified time.
- c. All payments for work performed by a subcontractor shall be made to the Contractor to whom the contract was awarded and the purchase order issued.

#### **Invoicing and Payment**

- a. MoDOT is exempt from paying Missouri Sales Tax, Missouri Use Tax and Federal Excise Tax. However, the Contractor may themselves be responsible for the payment of taxes on materials they purchase to fulfill the contract. A Federal Excise Tax Exemption Certificate will be furnished to the successful Bidder/Offeror upon request.
- b. Each invoice should be itemized in accordance with items listed on the purchase order and/or contract. The statewide financial management system has been designed to capture certain receipt and payment information. Therefore, each invoice submitted must reference the purchase order number and must be itemized in accordance with items listed on the purchase order. Failure to comply with this requirement may delay processing of invoices for payment.
- c. Unless otherwise provided for in the solicitation documents, payment for all equipment, supplies, and/or services required herein shall be made in arrears. The Missouri Highways and Transportation Commission (MHTC) shall not make any advance deposits.
- d. The MHTC assumes no obligation for equipment, supplies, and/or services shipped or provided in excess of the quantity ordered. Any authorized quantity is subject to the MHTC's rejection and shall be returned at the Contractor's expense.
- e. The MHTC reserves the right to purchase goods and services using the state-purchasing card.

#### **Applicable Laws and Regulations**

- a. The contract shall be construed according to the laws of the State of Missouri. The Contractor shall comply with all local, state, and federal laws and regulations related to the performance of the contract.
- b. The Contractor must be registered and maintain good standing with the Secretary of State of the State of Missouri and other regulatory agencies, as may be required by law or regulations. Prior to the issuance of a purchase order and/or notice to proceed, the Contractor may be required to submit to MoDOT a copy of their current Authority Certificate from the Secretary of State of the State of Missouri.
  - 1) Prior to the issuance of a purchase order and/or notice to proceed, all **out-of-state** Contractors **providing services** within the state of Missouri must submit to MoDOT a copy of their current Transient Employer Certificate from the Department of Revenue, in addition to a copy of their current Authority Certificate from the Secretary of State of the State of Missouri.
- c. The exclusive venue for any legal proceeding relating to or arising, out of the contract shall be in the Circuit Court of Cole County, Missouri.

- a. The Contractor shall comply with all the provisions of Executive Order 07-13, issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6<sup>th</sup>) day of March, 2007. This Executive Order, which promulgates the State of Missouri's position to not tolerate persons who contract with the state engaging in or supporting illegal activities of employing individuals who are not eligible to work in the United States, is incorporated herein by reference and made a part of this Agreement.
  - 1) "By signing this Agreement, the Contractor hereby certifies that any employee of the Contractor assigned to perform services under the contract is eligible and authorized to work in the United States in compliance with federal law."
  - 2) In the event the Contractor fails to comply with the provisions of the Executive Order 07-13, or in the event the Commission has reasonable cause to believe that the contractor has knowingly employed individuals who are not eligible to work in the United States in violation of federal law, the Commission reserves the right to impose such contract sanctions as it may determine to be appropriate, including but not limited to contract cancellation, termination or suspension in whole or in part or both.
  - 3) The Contractor shall include the provisions of this paragraph in every subcontract. The Contractor shall take such action with respect to any subcontract as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance.

#### **Preferences**

- a. In the evaluation of bids/quotes/proposals, preferences shall be applied in accordance with Chapter 34 RSMo. Contractors should apply the same preferences in selecting subcontractors.
- b. By virtue of statutory authority, RSMo. 34.076 and 34.350 to 34.359, a preference will be given to materials, products, supplies, provisions and all other articles produced, manufactured, made or grown within the State of Missouri. Such preference shall be given when quality is equal or better and delivered price is the same or less.
  - 1) If attached, the document entitled "**PREFERENCE IN PURCHASING PRODUCTS**" should be completed and returned with the solicitation documents.
  - 2) If attached, the document entitled "**MISSOURI DOMESTIC PRODUCTS PROCUREMENT ACT**" should be completed and returned with the solicitation documents. **Applies if bid is Twenty-Five Thousand Dollars (\$25,000.00) or more.**
- c. In the event of a tie of low bids, the MHTC reserves the right to establish the method to be used in determining the award

#### **Remedies and Rights**

- a. No provision in the contract shall be construed, expressly or implied, as a waiver by the MHTC of any existing or future right and/or remedy available by law in the event of any claim by the MHTC of the Contractor's default or breach of contract.

- b. The Contractor agrees and understands that the contract shall constitute an assignment by the Contractor to the MHTC of all rights, title and interest in and to all causes of action that the Contractor may have under the antitrust laws of the United States or State of Missouri for which causes of action have accrued or will accrue as the result of or in relation to the particular equipment, supplies, and/or services purchased or produced by the Contractor in the fulfillment of the contract with the MHTC.
- c. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request MoDOT to enter into such litigation to protect the interests of the MHTC, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

**Cancellation of Contract**

- a. The MHTC may cancel the contract at any time for a material breach of contractual obligations or for convenience by providing the Contractor with written notice of cancellation. Should the MHTC exercise its right to cancel the contract for such reasons, cancellation will become effective upon the date specified in the notice of cancellation sent to the Contractor.
- b. If the MHTC cancels the contract for breach, the MHTC reserves the right to obtain the equipment, supplies, and/or services to be provided pursuant to the contract from other sources and upon such terms and in such manner as the MHTC deems appropriate and charge the Contractor for any additional costs incurred thereby.

**Bankruptcy or Insolvency**

- a. Upon filing for any bankruptcy or insolvency proceeding by or against the Contractor, whether voluntary or involuntary, or upon the appointment of a receiver, trustee, or assigned the benefit or creditors, the Contractor must notify MoDOT immediately. Upon learning of any such actions, the MHTC reserves the right, at its sole discretion, to either cancel the contract or affirm the contract and hold the Contractor responsible for damages.

**Inventions, Patents, and Copyrights**

- a. The Contractor shall defend, protect, and hold harmless the MHTC, its officers, agents, and employees against all suits of law or in equity resulting from patent and copyright infringement concerning the Contractor's performance or products produced under the terms of the contract.

**Inspection and Acceptance**

- a. No equipment, supplies, and/or services received by MoDOT pursuant to a contract shall be deemed accepted until MoDOT has had reasonable opportunity to inspect said equipment, supplies, and/or services.
- b. All equipment, supplies, and/or services which do not comply with the specifications and/or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, supplies, and/or services which are discovered to be defective or which do not conform to any warranty of the Contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected.
- c. The MHTC reserves the right to return any such rejected shipment at the Contractor's expense for full credit or replacement and to specify a reasonable date by which replacements must be received.
- d. The MHTC's right to reject any unacceptable equipment, supplies, and/or services shall not exclude any other legal, equitable or contractual remedies the MHTC may have.

**Warranty**

- a. The Contractor expressly warrants that all equipment, supplies, and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished to or adopted by MoDOT, (2) be fit and sufficient for the purpose expressed in the solicitation documents, (3) be merchantable, (4) be of good materials and workmanship, and (5) be free from defect.
- b. Such warranty shall survive delivery and shall not be deemed waived either by reason of the MHTC's acceptance of or payment for said equipment, supplies, and/or services.

**Status of Independent Contractor**

- a. The Contractor represents itself to be an independent Contractor offering such services to the general public and shall not represent itself or its employees to be an employee of the MHTC. Therefore, the Contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save and hold the MHTC, its officers, agents and employees harmless from and against any and all losses (including attorney fees) and damage of any kind related to such matters.

**Indemnification**

- a. The Offeror shall defend, indemnify and hold harmless the Commission, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Offeror's performance of its obligations under this Agreement.

## SPECIAL TERMS AND CONDITIONS

### Insurance

- a. The Contractor shall purchase and maintain such insurance as will protect him from claims under workmen's compensation acts and other employee benefit acts, from claims for damages because of bodily injury, including death, and from claims for damages to property which may arise out of or result from the Contractor's operations under this Contract, whether such operations be by himself or by any Subcontractor or anyone directly or indirectly employed by any of them.
- b. This insurance shall be written for not less than any limits of liability specified as part of this contract, or required by law, whichever is the greater, and shall include contractual liability insurance as applicable to the Contractor's obligations under this contract. Unless otherwise specified, insurance limits shall be as follows:
  - 1) Workmen's Compensation: Workers Compensation Insurance, including "Occupational Disease Act" requirements, must be maintained if required by law.
  - 2) Public Liability (includes property damage and personal injury):
    - i. Not less than \$400,000 for any one person in a single accident or occurrence.
    - ii. Not less than \$2,500,000 for all claims arising out of a single occurrence.
  - 3) Special Hazard Insurance: As required.
  - 4) Builder's Risk: Not less than the full Contract amount.

### Prevailing Wage

- a. If the bid/quote/proposal is accepted, the vendor will be required to comply with the prevailing wages as fixed by the Missouri Department of Labor and Industrial Relations, in effect as of the date of the issuance of the solicitation, for each affected craft and type of workmen in the following county(ies): **Washington**. The Annual Wage Order #14 may be inspected at any District Office or at the Central Office in Jefferson City, MO.
- b. The Contractor shall submit notarized weekly payroll affidavit documentation included with the project request for payment. The successful vendor must provide a lien waiver from all material suppliers.

### Award

Award of this bid/quote/proposal will be made on an "All Or Nothing" basis using the "lowest and best" principle of award.

**Missouri Department of Health and Senior Services**  
**On-Site Sewage System Construction Permit Application Packet**

**Instructions and Check Off List**

Please type or print all information clearly. Provide all requested information accurately and completely. Incomplete applications will be returned for completion before a permit will be issued. As you complete the section, check the appropriate box. When all boxes are checked, the application is ready to return to the Health Department.

**Provide the following information completely and accurately:**

- 1. Property Owner: The name of the owner of the property as stated on the current deed, as recorded with the County Recorder.
  
- 2. Site Address: The address of the actual construction site of the system, including county. Complete the legal description (1/4 of 1/4 section, section, township, range), subdivision name and lot number, Latitude and Longitude, and the County Parcel Identification Number when known. Ask the County Assessor or check your real estate tax bill for this information.
  
- 3. Mailing address: The address that correspondence, permits, and other communications may be sent to. Include a daytime and an evening telephone number for the owner of the property.
  
- 4. System Is: Check the appropriate box to show the system is new construction (no system existed prior to this construction), system replacement (construction to replace present system), or system repair of an existing system (major repair of present system).
  
- 5. System Serves: Check residence or business, whichever is applicable. If a residence is attached to a business, check business but include residence in the system design. Provide the requested information below the appropriate box.
  
- 6. Water Supply: Check the appropriate box for your drinking water supply. City water, public water supply district, or a community system that meets Missouri Department of Natural Resources definitions of community public systems or non-community public systems are "Public"; provide the name of the supply. For "Private" supplies, give the type of supply. Locate the supply (well), neighboring supplies (wells) and water lines on the site layout.
  
- 7. Lot: Provide the lot size in acres or square feet. Give the percent slope and indicate on the Site Layout the direction of slope, and show a cross section of the slope and proposed system on the Slope Diagram.

**Obtain soil data at the site, either a percolation test or soil morphology evaluation. Percolation tests must be performed by a certified percolation tester, or soil morphology evaluations must be performed by an onsite soil morphology evaluator, meeting the requirements in 19 CSR 20-3.080.**

8. Soil Information: Check the appropriate box for percolation test or soil morphology, whichever is used. Indicate the slowest percolation rate as determined by the percolation test or indicate the proposed loading rate based on a soil morphology. Include a copy of the soil morphology evaluator's report or the percolation test forms with the application.

9. Name of Percolation Tester or Morphology Evaluator: Provide the name, address, telephone number, and identification number of the person providing the soil data.

10. Proposed System: Provide brief basic information about the proposed system; choose A, B, and/or C depending on the type of system. Provide the information necessary for that system. A Registered Professional Engineer must design systems checked as "Alternative"; include all data, calculations, drawings, or other information used to determine the design. Also include the Professional Engineer's name, address, telephone number, and seal. Locate the proposed system on the Site Layout (item 13) and show all setback distances, property lines, easements, and any other information requested.

11. Installer: Provide the name, address, telephone number and identification number of the person (not a firm) doing the system construction. Indicate if the installer is registered (y) or not (n).

**Form is signed and dated; be sure percolation tests, soil morphology, and/or engineer's reports are all signed by the people providing the reports.**

12. Signature of Owner or Agent: The property owner or designated agent must sign the form to attest to the accuracy and completion of the information in the packet.

13. Site Layout: Provide a drawing of the proposed system. Include all requested information from the application and on the Site Layout section.

**Make copies of the application, Site Layout, all test results, reports, and drawings for your records.**

**When you have completed the forms and checked off all of the boxes on this instruction sheet, return the application to the appropriate Department of Health and Senior Services office or county health department. DO NOT SEND WITH PERMIT APPLICATION FEE!**

**Complete the On-Site Sewage Disposal System Construction Permit Application Fee form and submit it with your \$90.00 permit application fee to the Missouri Department of Health and Senior Services, Fee Receipts, P.O. Box 570, Jefferson City, MO 65102. Do not send cash. Make checks or money orders payable to the Missouri Department of Health and Senior Services.**

**MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES  
ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEM  
CONSTRUCTION PERMIT APPLICATION**

Application Number \_\_\_\_\_

**Introduction**

Thank you for contacting us concerning plans for your on-site sewage disposal system. As you may know, the Missouri Department of Health and Senior Services is required by law to regulate the design, construction and operation of on-site sewage disposal systems.

This packet contains forms and instructions to help you apply for a permit and to select an on-site sewage system that will comply with the regulations.

Enclosed in this packet you will find the following items:

1. The ON-SITE SEWAGE DISPOSAL SYSTEM CONSTRUCTION PERMIT APPLICATION FEE form.
2. The Permit Application form.
3. The Instruction and Check Off List.

Construction of your on-site sewage disposal system may not begin until a permit has been issued. To expedite this process, please follow these steps:

1. Contact an on-site sewage system contractor. A registered contractor will best be able to assist you with this process and is highly recommended. You also may choose to submit all of the information and install the system yourself or have a non-registered contractor assist you. However, the services of a certified person to conduct a percolation test or an authorized on-site morphology evaluator to provide a soil morphology will be required. The contractor should be able to help you select a system to suit your needs and will help you fill in the forms. You may also consult with your health department representative.
2. Fill in the "On-Site Sewage Disposal System Construction Permit Application Fee" form and submit it, along with the \$90.00 fee, **to the address on the form**. NOTE: Submit fee and application to different addresses.
3. Use the "On-Site Sewage Permit Instructions and Check Off List" form to ensure that all of the required information has been gathered. Then, submit the completed application, percolation test or soil morphology report, and all necessary drawings and plans **to the office from which you received the packet**.
4. Upon receipt of the completed application, a health department representative will schedule a site visit. If the results of the site visit and plan review are satisfactory and the permit application fee has been received, the permit will be issued and construction may begin.

If you or your contractor need additional information, or if we can help you with this in any way, please feel free to contact us.

MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES  
ON-SITE SEWAGE SYSTEM  
CONSTRUCTION PERMIT APPLICATION

Application Number	
Office use only	
Permit Number	
Reviewed By	EPHS #
EPHS Signature	
Subdivision	Lot #
NA	
Latitude	Longitude
City County Zip code Cadet Washington 63630	
1/4	1/4 Section Township Range
Parcel ID #	
Directions to Site	
From Potosi take Hwy 21 north to route E + Turn Right Follow E approximately 1/2 mile to Modot facility on left	
3. Mailing Address (if different from above)	Day phone number Night phone number
3956 East Main Street	(417) 469-9061 (417) 252-0960
City Willow Springs	State MO Zip code 65793
4. System is	New Construction <input checked="" type="checkbox"/> System Replacement <input type="checkbox"/> System Repair <input type="checkbox"/>
5. System serves	Residence <input type="checkbox"/> Business <input checked="" type="checkbox"/> Worker
Single Family <input type="checkbox"/> Multi-Family <input type="checkbox"/>	No. Bedrooms: Whirlpool Bath <input type="checkbox"/> Garbage Disposal <input type="checkbox"/> Dishwasher <input type="checkbox"/> Food Service <input type="checkbox"/> NO Lodging <input type="checkbox"/> NO Other (specify): Garage
	Daily Sewage Flow (gallons per day) Design at 300 GPD
	7 daily x 2500 = 17500 GPD 13 Partimed 5 GPD = 65 GPD 240 GPD
6. Water Supply	Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>
	Name of Supply Type Supply Bored well <input type="checkbox"/> Dug Well <input type="checkbox"/> Driven well <input type="checkbox"/> Drilled well <input checked="" type="checkbox"/> Other (specify):
7. Lot MODOT	Size # acres more than 10 # square feet % Slope 5 to 10% 5% at select field south west Indicate direction of slope on Site Layout.
8. Soil Information	Include percolation test or soil morphology report with the application enclosed
Percolation Test <input type="checkbox"/>	Percolation Rate (min/inch)
Soil Morphology <input checked="" type="checkbox"/>	Application Rate (gpd/sq. ft.) concentration system = 11, alternate system drip irrigation 0.2
9. Name of Percolation Tester or Soil Evaluator Dan Klaproth	Tester Identification Number 10080
Address Smith & Company, 901 Vine Street	Phone Number (513) 785-9621
City Poplar Bluff	State MO Zip Code 63901

**10. Proposed System** Complete information only for the system you plan to construct.

<p>A. <input type="checkbox"/> Waste Stabilization Pond <span style="margin-left: 100px;"><i>NO</i></span></p> <p>Dimensions length x width or diameter</p> <p>Total Water Surface Area square feet</p> <p>Working Depth</p>	<p style="text-align: center;"><i>NO</i></p> <p style="text-align: right;">Pond Seal</p> <p>Native soil <input type="checkbox"/> Artificial Liner <input type="checkbox"/></p> <p>Bentonite Clay <input type="checkbox"/> Clay from another source <input type="checkbox"/></p> <p>Type of equipment used to compact soil:</p>
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Indicate location of discharge pipe, fence, gate, and all setback distances on Site Layout

<p>B. <input checked="" type="checkbox"/> Sewage Tank</p> <p>Septic Tank - <i>Pre treated</i> <input checked="" type="checkbox"/> Liquid Capacity <i>500</i> gal.</p> <p>Manufacturer: _____ Material/Construction _____</p> <p>NSF Class I Aeration Unit <input checked="" type="checkbox"/> Treatment Capacity <i>500</i> gpd</p> <p>Manufacturer: _____ Material/Construction _____</p> <p>Pump Tank <input checked="" type="checkbox"/> Liquid Capacity <i>800</i> gal.</p> <p>Manufacturer: _____ Material/Construction _____</p> <p>Distance from: Well <i>Building House Tank - 10' Field - 25'</i></p> <p>Property Lines <i>~240'</i> Water Lines <i>~65' uphill</i></p> <p>Stream, river, pond, or lake Neighbor's well <i>NA</i></p>	<p><input type="checkbox"/> <i>NO</i> Absorption Field</p> <p>Distribution Box <input type="checkbox"/> Pipe &amp; Gravel-width _____ <input type="checkbox"/></p> <p>Serial Distribution <input type="checkbox"/> Chamber-width _____ <input type="checkbox"/></p> <p>Flat Lot Layout <input type="checkbox"/> Gravelless Pipe-dia. _____ <input type="checkbox"/></p> <p>Dosed <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/></p> <p>Pressure Distribution <input type="checkbox"/> Total Absorption Area _____</p> <p>Trench Length(s) _____ No. of Trenches _____</p> <p>Trench Width _____ Trench Depth _____</p> <p>Distance from: Well _____ House _____</p> <p>Property Lines _____ Water Lines _____</p> <p>Stream, river, pond, or lake _____ Neighbor's well _____</p>
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Show location of house, tank, absorption field, wells, water lines, bodies of water, geological features, easements, and all setback distances on the Site Layout.

C.  Alternative System

Low Pressure Pipe System <input type="checkbox"/>	Sand Filter <input type="checkbox"/>	Mound System <input type="checkbox"/>
Drip Irrigation <input checked="" type="checkbox"/>	Wetlands <input type="checkbox"/>	Other (specify) <input type="checkbox"/>

Include supporting data, calculations, and drawings with the packet *Included.*

11. Installer Registered y  n  Identification Number \_\_\_\_\_

Name \_\_\_\_\_ Phone number ( ) - \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

All information contained in and with this application packet is true and accurate to the best of my knowledge.

12. Signature of Owner or Agent \_\_\_\_\_ Date \_\_\_\_\_

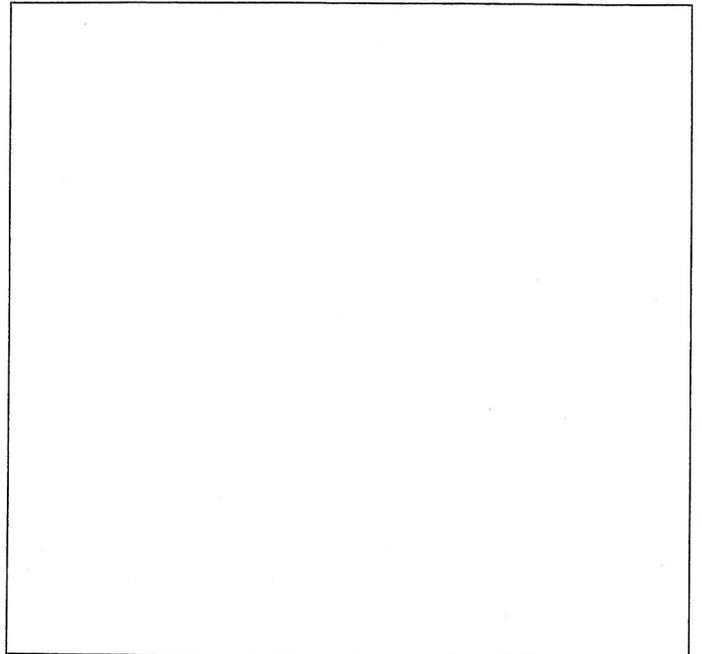
### 13. Site Layout

see enclosed design drawings

1. Show property lines and dimensions to reflect the shape and size of the property.
2. Diagram proposed system. Show appropriate elevations to indicate proper fall for system. System must be staked on the property for the Site Evaluation.
3. Show distances to house, well, water lines, property lines, geological features such as sinkholes, rock outcrops, lakes, ponds, streams, rivers, etc.
4. Show distances to neighbors' wells, homes, and sewage disposal systems.
5. Show locations of all percolation test holes or soil morphology test pits. Holes must be flagged on the property for site evaluation.
6. Show fence location around waste stabilization pond.
7. Use the slope diagram to show percent of slope. Use arrows on the Site Layout to indicate the direction of slope.
8. Indicate any known easements that exist for utilities, roads, private driveways, or other easements.

### Slope Diagram

Show percent slope on diagram. Show cross section of system on slope.



# MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES PERCOLATION TEST RESULTS

Property owner _____	Site Address _____
Depth of hole _____ inches	Test hole location _____
Diameter of hole _____ inches	Date holes were prepared _____
Depth to restrictive layer _____	Time holes were initially filled _____ am/pm
Type of restrictive layer _____	Date test performed _____
% chert _____	Time test was started _____ am/pm
Name of Tester _____	Tester ID No. _____

Test Hole 1

Time	Interval (minutes)	Water Drop (fraction)	Water Drop (decimal)	Perc Rate

Test Hole 2

Time	Interval (minutes)	Water Drop (fraction)	Water Drop (decimal)	Perc Rate

Test Hole 3

Time	Interval (minutes)	Water Drop (fraction)	Water Drop (decimal)	Perc Rate

Test Hole 4

Time	Interval (minutes)	Water Drop (fraction)	Water Drop (decimal)	Perc Rate

Show all calculations and diagrams of test hole locations on the back of this form.

# CALCULATIONS

## DIAGRAM OF TEST HOLE LOCATIONS

1. Locate building or proposed building site.
2. Locate all test holes with distances from the building.
3. Locate any existing well and neighbor's well.
4. Locate property lines and all setback requirements.
5. Locate geological and topographical features.
6. Give slope and show direction of slope.

*See enclosed design drawings*

SIGNATURE OF TESTER

*Dan Klappold 4/29/08*

# SITE CLASSIFICATION for ON-SITE SEWAGE SYSTEM – 19 CSR 20-3.060(2) & (7)

Owner: Missouri Department of Transportation Pit/Core #: P4 Date: 1-23-2008

<b>Suitability</b>	See recommendations below S – Suitable; PS – Provisionally Suitable; U – Unsuitable; for conventional system.		
<u>S</u>	<b>LANDSCAPE POSITION:</b> <u>upland / shoulder</u>	Slope aspect: <u>Southwest</u>	
	Flooding frequency: None <input checked="" type="checkbox"/> Rare <input type="checkbox"/> Occasional <input type="checkbox"/> Frequent <input type="checkbox"/> Surface depression(s) in evaluated area? _____		
<u>S</u>	<b>&amp; TOPOGRAPHY</b>	Percent Slope: <u>5%</u>	Slope Type: Uniform <input type="checkbox"/> Complex <input checked="" type="checkbox"/>
	Shape across (contour): <u>linear</u>	Shape down (profile): <u>linear</u>	
<b>SOIL CHARACTERISTICS</b> (See Profile Description for details)			
<u>PS</u>	<b>TEXTURE</b> to a depth of <u>41</u> inches	Depth of unsuitable texture <u>24-48</u> inches ( <u>Rock</u> )	
<u>PS</u>	<b>STRUCTURE</b> to a depth of <u>41</u> inches	Depth of unsuitable structure <u>41</u> inches	
<u>S</u>	<b>SOIL DRAINAGE</b>	Type of water table: <u>NA</u>	Depth to water table <u>748</u> inches
<u>S</u>	Surface drainage limitations: <u>divert surface water</u>		Runoff slope length <u>+200</u> feet
<u>PS</u>	<b>SOIL THICKNESS</b>	Depth of bedrock: <u>24-48</u> inches	Rock outcrops? <u>yes</u>
<u>PS</u>	<b>RESTRICTIVE HORIZON</b>	Type: <u>rock</u>	Depth: <u>24-48"</u> Thickness: <u>bedrock</u>
<u>S</u>	<b>AVAILABLE SPACE</b>	Estimated space available: <u>more than 10 acres</u>	
	Adequate for a conventional system? <u>NO</u>		an alternative system? <u>yes</u> replacement area? <u>yes</u>
<b>OTHER FACTORS</b> Note any environmental hazards: _____			
High groundwater contamination potential? (If yes, indicate reason): _____			
	Sinkhole <input type="checkbox"/> Rapid permeability <input checked="" type="checkbox"/> Depth to highly permeable bedrock <input checked="" type="checkbox"/> Fill material /depth <input type="checkbox"/> <u>24-48"</u>	<u>by building</u>	
<u>PS</u>	<b>OVERALL</b>	Notes: _____	

Overall site classification will be determined by the lowest of the uncorrectable characteristics.

- **S** An overall site classification of **suitable** indicates soil and site conditions favorable for the operation of a conventional absorption system.
- **PS** Sites classified as **provisionally suitable** require some modifications and careful planning, design, and installation for a conventional system or alternative system to function satisfactorily.
- **U** Sites originally classified as **unsuitable** may possibly be reclassified as **provisionally suitable** according to subsection (7)(K).
- An **unsuitable** site may be used for soil absorption systems, provided engineering, hydrogeologic and soil studies indicate to the administrative authority that a conventional or alternative system could be expected to function satisfactorily. These sites may be reclassified as **provisionally suitable** upon meeting the requirements of the administrative authority according to subsection (6)(K).

**Recommendations\* associated with Provisionally Suitable or Unsuitable classifications:**

	Trenches must not be dug when wet to prevent damaging soil/trench surfaces.		
<u>Yes</u>	Surface water diversion is needed. <u>Divert at Fill material + between buildings.</u>		
	An interceptor drain should be installed upslope at a depth of _____ inches.		
	Shallow or modified shallow placed trenches should be installed at a depth of _____ inches.		
<u>Yes</u>	An alternative/engineered system is needed to overcome site limitations. <u>Drip Irrigation</u>		
	<u>Install Drip Irrigation with drip lines in grasses area</u>		
	<u>between buildings and tree line.</u>		

Owner: Missouri Department of Transportation

Date 1-23-2008

**Comments/Recommendations**

Install Drip Irrigation Alternative System,  
Divert runoff water.

\*Recommendations are to assist the property owner, and their agents in complying with the standards, and are subject to approval by the administrative authority.

I, the undersigned, hereby certify that the site evaluation was made in accordance with the requirements of Sections 701.025-701.059 RSMo and 19 CSR 20-3.060 and 19 CSR 20-3.080, and that the data recorded is correct to the best of my knowledge.

Dan Klaproth, #10080  
Print name

Dan Klaproth  
Signature

2-27-2008  
Date

**Important Recommendations for Installers and Homeowners:**

- Protect the absorption area before and after construction. Do not drive over or store excavated materials on field area etc.
- Shallow placed absorption systems utilize more permeable and better-aerated soil horizons.
- Do not install soil absorption system when soil is wet.
- Redirect surface water, house guttering, and foundation drains away from absorption field.
- Establish & maintain adequate vegetative cover over the field.
- Regularly inspect, maintain, and pump your sewage system.
- Install water saving devices & practice water conservation.
- Check for and repair any water leaks as soon as discovered.
- Spread out water use, such as laundry, throughout the week.
- Restrict garbage disposal use.
- Do not put fats or grease into the sewage system.
- Keep chemicals and hazardous wastes out of your system.
- Use disinfectants and high strength cleaners sparingly.
- Do not plan any building improvements, patios, etc. near the sewage system or repair area.

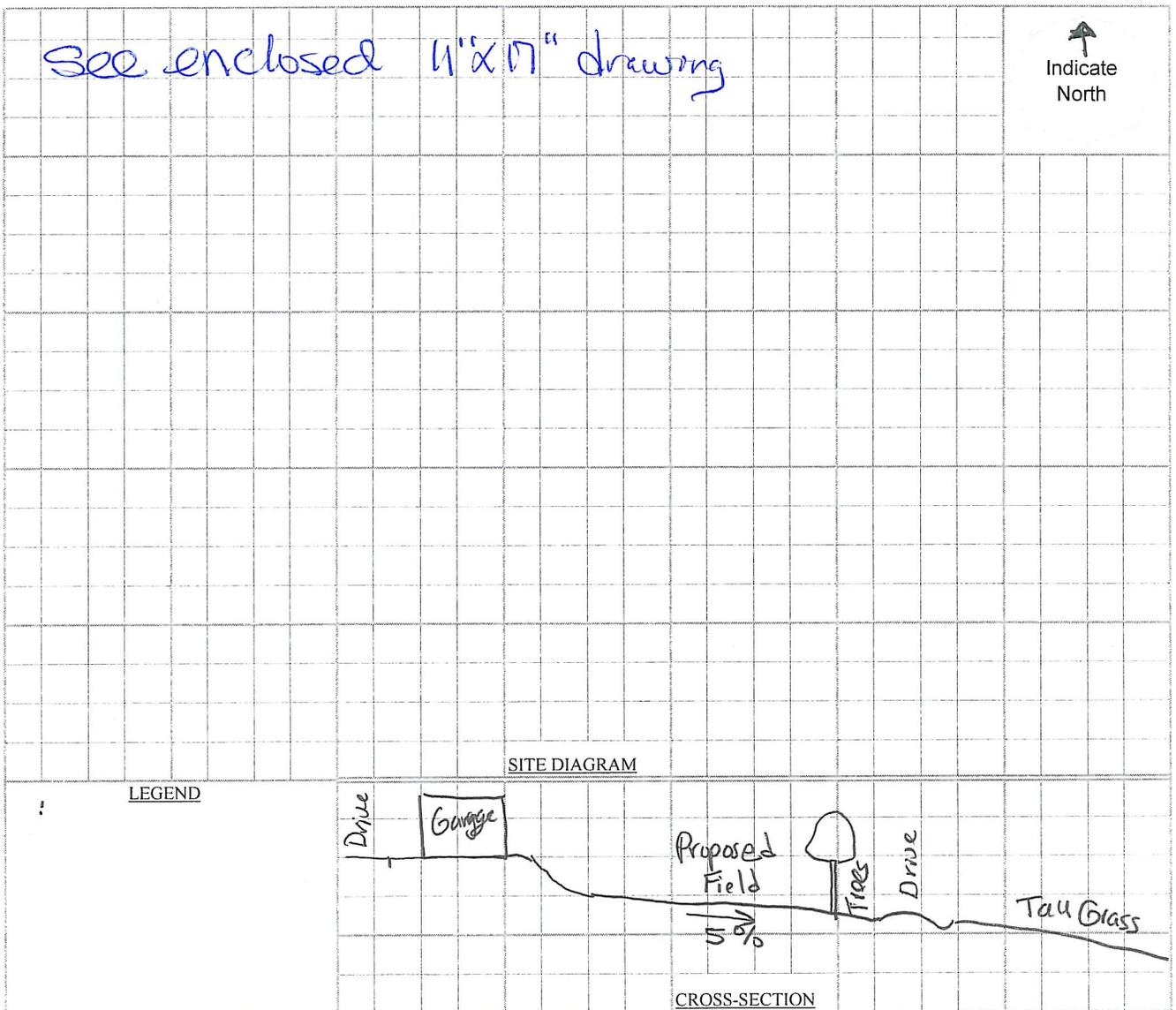
**Minimum Set-Back Distances**  
Based on 19 CSR 20-3.060(1)(D) Table 1  
[See also (6)(D) for lagoons]

Minimum Distance from	Sewage Tank (feet)	Disposal Area (feet)	Lagoons (feet)
Private water supply well	50	100	100
Public water supply well	300	300	300
Cistern	25	25	25
Spring	50	100	100
Classified stream or lake	50	50	50
Stream or open ditch	25	25	25
Property lines	10	10**	75
Building foundation	5	15	[100]
Basement	15	25	[100]
Swimming pool	15	15	
Pressure water line	10	10	10
Suction water line	50	100	100
Upslope interceptor drain	-	10	
Downslope interceptor drain	-	25	
Embankment or cuts	-	20	
Edge of sink holes	50	100	500
Other absorption system	-	20	20

\*\*Recommend 25 feet from downslope property line.

OFFICIAL USE - APPLICATION # \_\_\_\_\_  
**SITE EVALUATION for ON-SITE SEWAGE SYSTEM**

Property Owner: <u>Missouri Department of Transportation</u> Date: <u>1-23-2008</u>	
Site Address: <u>1601 Hwy E</u> <u>Potosi</u> , MO	Mailing Address: <u>3956 E Main Street</u> <u>Willow Spring, MO 65793</u>
Subdivision, Lot: <u>MoDOT</u>	Day <u>(417) 469-9661</u> Evening <u>(417) 252-0960</u>
County: <u>Washington</u>	Legal Location: <u>1/4 1/4 1/4 S T R</u>
Residence - # Bedrooms: _____ # People _____	Latitude: <u>37°51'1.8" N</u> Longitude: <u>-90°45'21.2" W</u>
Business - Type: <u>Garage</u>	Design flow: <u>300</u> gpd; System is: <input checked="" type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Repair



**Site Diagram and Cross-Section :** Show relative location of buildings, wells, roads, rock outcrops, depressions, sinkholes, location of soil observations, etc. Indicate the evaluated area(s) and direction of slope.  
 (Property lines, easements, buried utilities, etc., are as observed, or as reported by property owner)

# SOIL PROFILE DESCRIPTION

Date: 1-23-2008

Owner: Missouri Department of Transportation

Excavation Depth: \_\_\_\_\_ Pit (required for new installation) or Core #: 4

Vegetation: Grass Cover - Mowed Parent Material: \_\_\_\_\_

Suitability (S, PS, U)	Horizon		Munsell Color (moist)	Redoximorphic Features <sup>(2)</sup>	Texture		% Coarse Fragments by volume		Consistence <sup>(4)</sup>	Structure <sup>(5)</sup>	Roots/Pores <sup>(6)</sup>	Shrink/Swell	Soil Group	Application Rate	
	Designation	Depth/ Boundary <sup>(1)</sup>			USDA <sup>(3)</sup>	% Clay	<3"	>3"						Conv. (Table 13)	LPP (Table 14)
PS	A	0-7	2/1 10YR	-	Sil	15	0	0	Fr	1, F-m, GR	m, fm m, fm	-	III	.4	.3
PS	A	7-13	2/1 10YR	-	Sil	15	0	0	Fr	1, F-m, GR	m, fm m, fm	-	III	.4	.3
PS	AB	13-18	2/1 10YR	-	SIC	30	0	0	Fr	1, F-m, SBK 1, F, GR	m, fm m, fm	-	IVa	.3	.2
PS	Bt	18-25	4/6 10YR 3/2 10YR	-	VG C	60	5	35	Fr	2, F-m, SBK 1, F, GR	c, vtf m, fm	low -mod	IVa	.2	.2
PS	Ct	25-34	5/6 10YR	4/3 10YR 2/1 10YR	SC VG	40	30	15	Fr	1, F-m, SBK 1, F, GR	F, vtf m, vfm	-	IVa	.3	.2
PS	Cte	34-41	5/6 10YR	4/2 10YR	SC VG	40	30	15	Fr	1, F-m, SBK 1, F, GR	- m, vfm	-	IVa	.3	.2
US	R	41			Rock									Rock	

Notes: The rock depth varied from 24" to 48" in Pit #4. A total of eight pits were checked and the pits were similar to Pit-4. The rock depth in all pits ranged from 24" to 48". An alternative system is required. Per Washington DHSS, a drip irrigation system is required.

### Notations used on Soil Profile Description

- (1) **Boundary distinctness:** A-abrupt, C-clear, G-gradual; topography: S-smooth, W-wavy, I-irregular;
- (2) **Redox Features** Report low chroma Munsell colors and iron and manganese concentrations indicative of soil drainage limitations;
- (3) **Texture** s-sand, ls-loamy sand, sl-sandy loam, l-loam, sil-silt loam, si-silt, scl-sandy clay loam, cl-clay loam, sic-silty clay loam, sc-sandy clay, c-clay, sic-silty clay, c-clay; Designate estimated clay content for all horizons;
- (4) **Consistence** (report moist consistence) moist: fr-friable, fi-firm, vfi-very firm; wet: ss-slightly sticky, s-sticky, vs-very sticky and sp-slightly plastic, p-plastic, vp-very plastic; dry: sh-slightly hard, h-hard, vh-very hard;
- (5) **Structure** grade: 1-weak, 2-moderate, 3-strong; size: f-fine (thin if platy), m-medium, c-coarse (thick if platy), shape: ABK-angular blocky, SBK-subangular blocky, GR-granular, PL-platy, PR prismatic, MA-massive;
- (6) **Roots/Pores** abundance: f-few, c-common, m-many; size: vf-very fine, f-fine, m-medium, c-coarse.



NO.	REVISIONS	DATE	BY	APP.

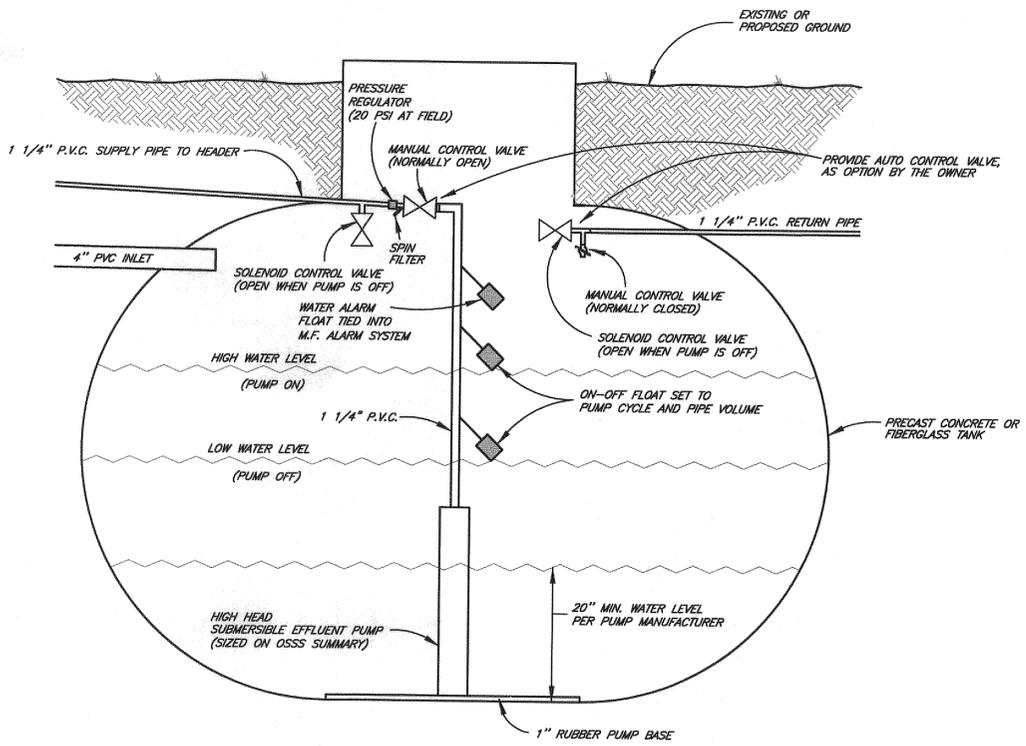
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 DESIGNED BY: DEK  
 DRAWN BY: JDD  
 CHECKED BY: DEK  
 FIELD BOOK: N/A  
 DRAWING FILE: 508043.dwg  
 DATE: N/A  
 DATE: 4/08  
 DATE: 4/08  
 DATE: 4/08  
 SCALE: 1" = 1'-0"  
 SHEET PRINTED AT FULL SCALE

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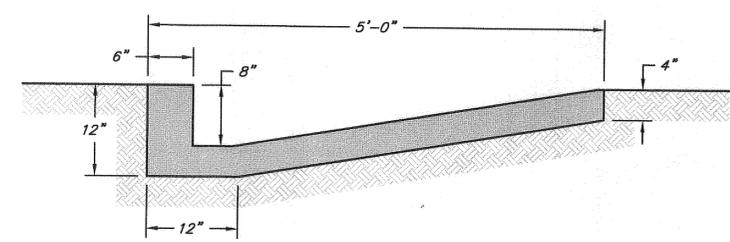
**SEPTIC AND DOSING TANKS**  
 TYPICAL DETAILS

JOB #: 508043  
 DRAWING #: 3135  
 SHEET: 3

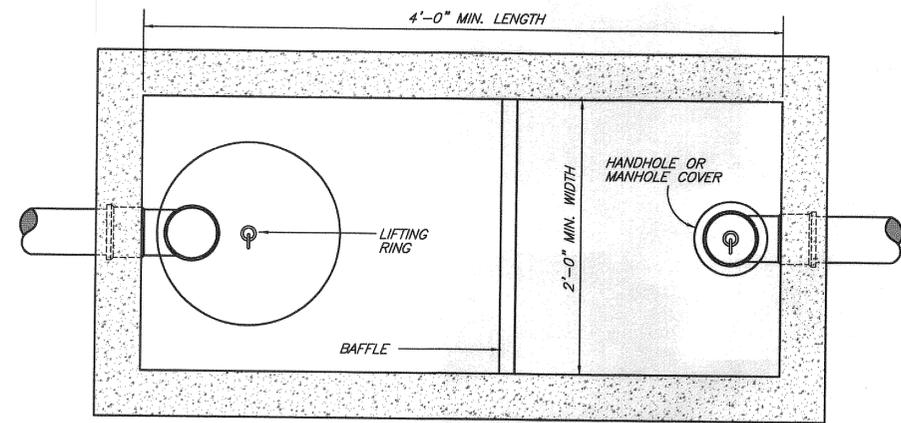


NOTE: DOSING TANK SHOWN WITH MANUAL BACK FLASH CONTROL VALVE. PROVIDE AUTO BACK FLASH CONTROL VALVES AS AN OPTION BY THE OWNER.

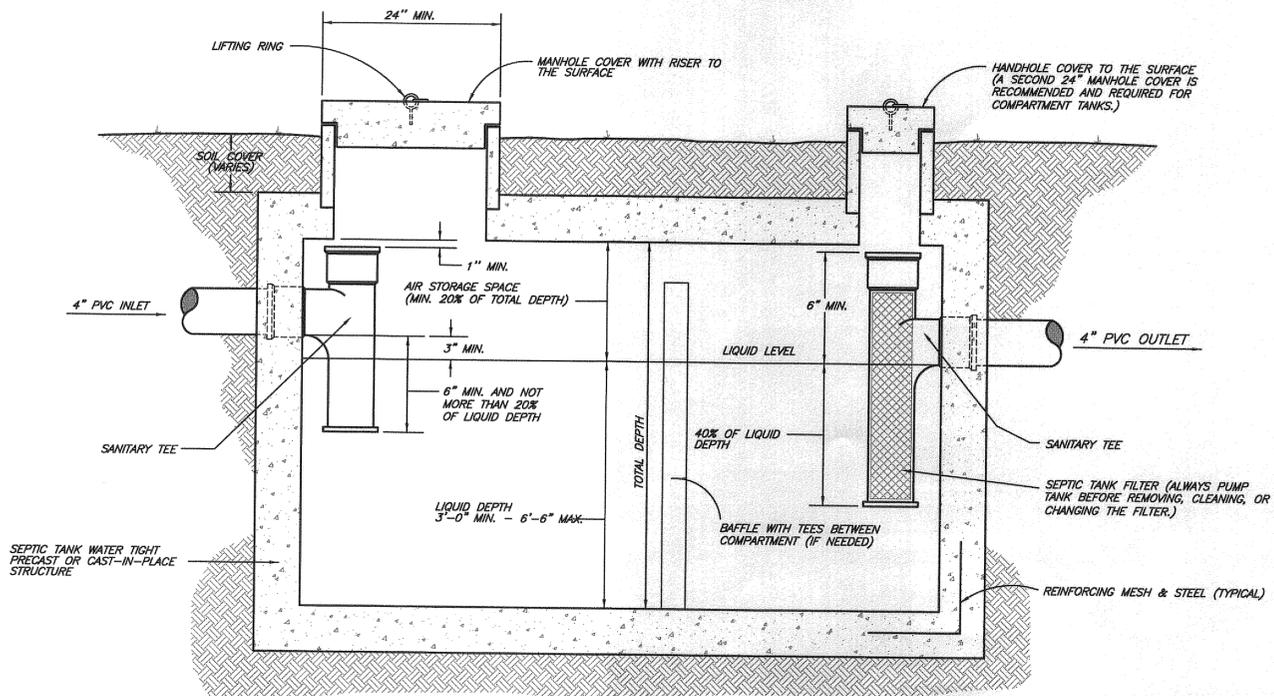
**DOSING TANK**  
NOT TO SCALE



**ASPHALT CURB AND GUTTER DETAIL**  
NOT TO SCALE



**SEPTIC TANK - PLAN VIEW**  
NOT TO SCALE



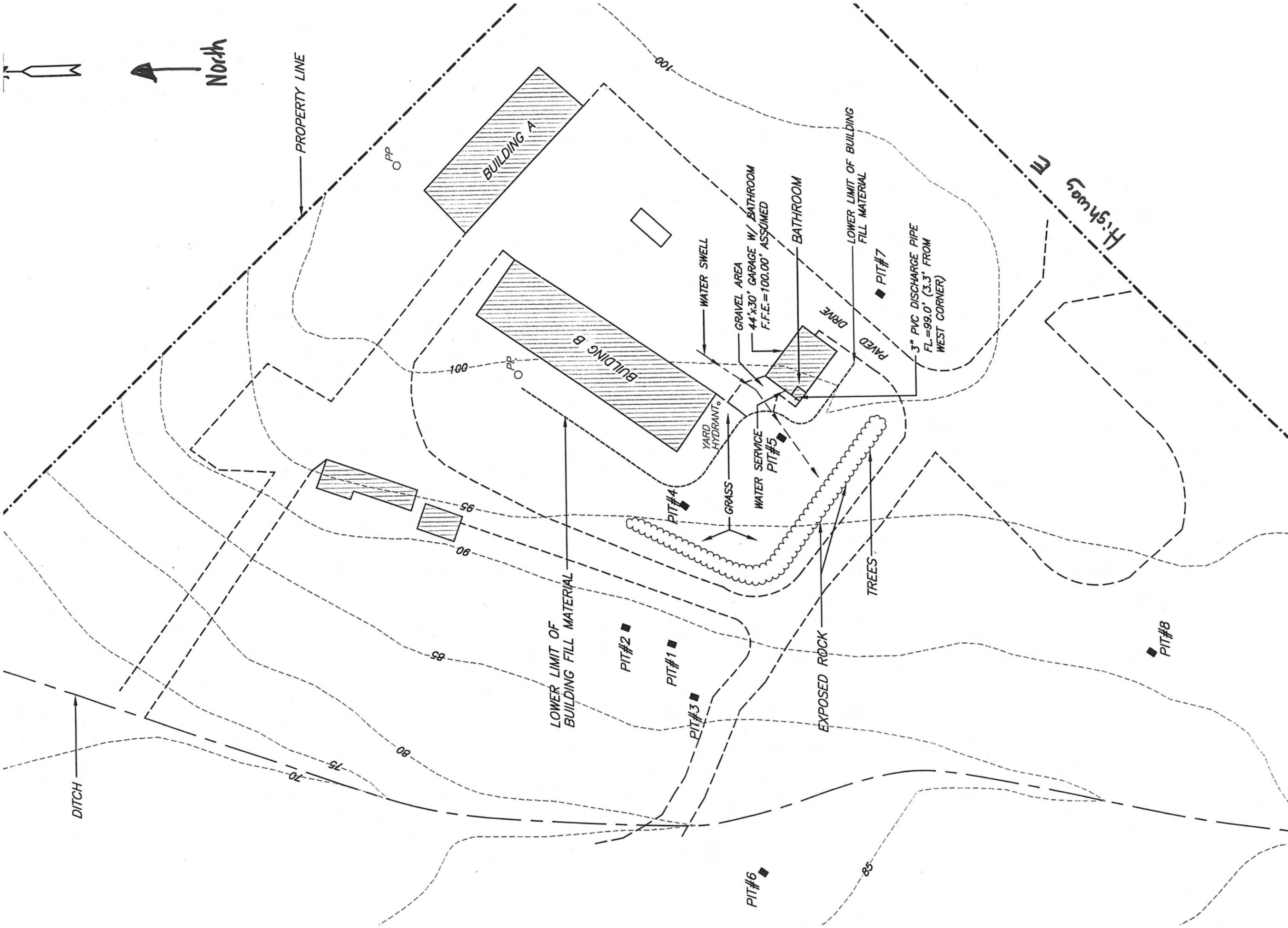
**SEPTIC TANK - SECTION VIEW**  
NOT TO SCALE

TYPICAL NOTES:  
 TYPICAL DRAWING SHOW THE TYPICAL SYSTEM LAYOUT. SEE THE DESIGN TABLE AND PROPOSED SITE PLAN FOR SPECIFIC LAYOUT AND SYSTEM SIZES.

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**EXISTING SITE PLAN**

