

## Winthrop, Shelby

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**To:** Lee, Weston  
**Subject:** RE: Approved Certificate of Substantial Completion 9301701R DAMCO Inc. Waste Tire Disposal Facility Remediation Project

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**From:** Lee, Weston  
**Sent:** Tuesday, February 13, 2018 11:21 AM  
**To:** Winthrop, Shelby  
**Subject:** FW: Approved Certificate of Substantial Completion 9301701R DAMCO Inc. Waste Tire Disposal Facility Remediation Project

Shelby,

I need the attached PDF put into the SW data base under the DAMCO permit #0022-swtp, document ID# 73163.

Thanks  
-Wes

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**From:** Marie Ordonez [<mailto:Marie.Ordonez@dfa.arkansas.gov>]  
**Sent:** Tuesday, February 13, 2018 10:34 AM  
**To:** Lee, Weston  
**Cc:** 'Paul Crawford'; 'Mike Hebert'; Richard Austin; Doran White  
**Subject:** Approved Certificate of Substantial Completion 9301701R DAMCO Inc. Waste Tire Disposal Facility Remediation Project

Wes,  
The Certificate of Substantial Completion of the subject project has been approved, please find attached copy. Please ensure that the Design Professional and the Contractor receive a copy of the approved documents. Thank you.

**Marie Ordonez**

Contract & Construction Manager  
DFA-Division of Building Authority  
501 Woodlane, Suite 101N  
Little Rock, AR 72201  
501-682-5575/501-682-5589 Fax  
[www.dba.arkansas.gov](http://www.dba.arkansas.gov)

 Please consider the environment before printing this e-mail

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AFIN: 03-00208	
PMT#: 0022-SWTP	
<div>RECEIVED By Shelby Winthrop at 9:14 am, Feb 14, 2018</div>	
DOC ID#: 73163	
TO: AC>File <SW	
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STATE OF ARKANSAS


**Department of Finance  
and Administration**

**DIVISION OF BUILDING AUTHORITY**

501 Woodlane Street, Suite 101N  
Little Rock, Arkansas 72201-1833  
Phone: (501) 682-1833  
Fax: (501) 682-5589  
[www.dba.arkansas.gov](http://www.dba.arkansas.gov)

MEMORANDUM

To: Weston Lee, ADEQ

From: Marie Ordonez, Contract and Construction Manager 

Re: Certification of Substantial Completion, 9301701R, DAMCO, Inc Waste Tire Disposal Facility Remediation, Phase 1

Date: February 12, 2018

Your Certification of Substantial Completion has been approved. Please ensure the Contractor and the Design Professional receives copies of the approved documents.

If you have any questions, call me at 682-5575.

cc: Paul Crawford, A/E (email only)  
Michael Hebert, Contractor (email only)  
Richard Austin, DFA-DBA Inspector (email only)  
Doran White, DFA-DBA (email only)

## CERTIFICATE OF SUBSTANTIAL COMPLETION

Section 00 65 16 / Rev: November 2015

Project Name: DAMCO, Inc. Waste Tire Disposal Facility Remediation - PHASE 1

DBA Project Number: 9301701R Owner/Agency: Arkansas Department of Environmental Quality

### DEFINITION OF DATE OF SUBSTANTIAL COMPLETION:

The Date of Substantial Completion of the Work, or designated portion thereof, is the date certified by the Design Professional and approved by the Owner and DBA when the Work is sufficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the Work or designated portion thereof for the use for which it is intended, as expressed in the Contract Documents. Check the appropriate box below to denote a full or partial substantial completion.

☐ **PARTIAL SUBSTANTIAL COMPLETION**

The partial substantial completion includes the following area(s):

The Work performed under this Contract has been reviewed and found to be substantially complete. The Date of Substantial Completion for the above portion(s) of the Project is hereby established as: \_\_\_\_\_, which is the date of commencement of applicable warranties required by the Contract Documents, and assumption by the Owner of responsibility for maintenance, security, heat, utilities, damage to the Work and insurance excepting as stated below.

☒ **FULL SUBSTANTIAL COMPLETION**

The Work performed under this Contract has been reviewed and found to be substantially complete. The Date of Substantial Completion for the Project is hereby established as: DECEMBER 19, 2017, which is the date of commencement of applicable warranties required by the Contract Documents, and assumption by the Owner of responsibility for maintenance, security, heat, utilities, damage to the Work and insurance excepting as stated below.

**The responsibilities of the Owner and the Contractor shall be as follows:** ( Note - Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage; Contractor shall secure consent of the Surety Company, if any.)

A list of punch list items to be completed or corrected, prepared by the Contractor and verified and amended by the Architect/Engineer is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. The date of commencement of warranties for items on the attached list will be the date of final completion and inspection/acceptance by the Architect/Engineer, Owner and DBA.

In the case of a full substantial completion the Owner and Contractor understand and agree that all items listed on the attached punch list must be completed within 30 calendar days from the date of substantial completion. Failure to complete the punch list items within the above referenced timeframe may result in notification to and request for action of the Surety Company's Performance and Payment Bond.

**Certification of Design Professional:**

Firm Name: FTN Associates, LTD.

Address: 3 Innwood Circle, Suite 220

Little Rock, Arkansas, 72211

*Paul W. Orf* Senior Project Manager 12.19.17  
Signature Title Date

**Approval of Contractor:**

Company Name: SEMS, Inc.

Address: 11628 S. Choctaw Drive

Baton Rouge, LA 70815

*[Signature]* Site Manager 12-19-17  
Signature Title Date

**Approval of Owner-Agency:**

Agency Name: Arkansas Department of Environmental Quality

Address: 5301 Northshore Drive

North Little Rock, Arkansas 72118-5317

*[Signature]* Lead Project Engineer 12-19-17  
Signature Title Date

**Approval of Department of Finance and Administration, Division of Building Authority:**

Marie Ordonez

Contract and Construction Manager

*[Signature]* 2-12-18  
Signature Title Date

Cc: Surety Company

RECEIVED  
DIVISION OF BUILDING AUTHORITY  
17 DEC 27 AM 10:45



**SUBSTANTIAL COMPLETION INSPECTION PUNCH LIST**  
**DAMCO PHASE I REMEDIAL ACTION CONSTRUCTION PROJECT**  
**ABA CONTRACT 9301701R**  
**December 19, 2017**

- Fuel Storage Area
  - Contractor was directed to remove and dispose of the plastic liner which was placed below fuel tank for secondary containment.
  
- SWPPP BMPs
  - SWPPP records and plans were not available on site at the time of the inspection.
  - SEMS to maintain SWPPP inspections and maintenance through final completion.
  - SEMS to ensure that all BMPs noted on SWPPP are installed and in good working order at permit transfer.

**SUBSTANTIAL COMPLETION INSPECTION MEETING SUMMARY  
DAMCO PHASE I REMEDIAL ACTION CONSTRUCTION PROJECT  
ABA CONTRACT 9301701R  
SUBSTANTIAL COMPLETION MEETING  
December 19, 2017**

**MEETING NOTES**

**In Attendance:**

Weston Lee	ADEQ, Office of Land Resources
Richard Austin	Arkansas Building Authority
Dwight McFarlain	SEMS, Inc.
Kenneth Watson	SEMS, Inc.
Paul Crawford	FTN Associates, Ltd.
Jeremy A. Brooks	FTN Associates, Ltd.
Vernon Nelson	Nelson Engineering
Melinda Caldwell	Ozark Mountain Solid Waste District
Kenny Treat	Land Owner

**Summary of Meeting:**

Jeremy Brooks of FTN gave a summary of the status of project:

- Change Order Status
  - Change Order No. 1 – Rock Excavation - COMPLETE
  - Change Order No. 2 – Drainage Pipe Extension - COMPLETE
  - Change Order No. 3. – Additional Clearing - COMPLETE
  - Change Order No. 4. – Additional Bailing – COMPLETE – Approved 12/19/17
  - Change Order No. 5. – Additional on-site fill - COMPLETE – Approved 12/19/17
  - Change Order No. 6. – Re-banding – REJECTED; REVISE AND RESUBMIT
    - Work complete
    - Notified by Weston Lee that DBA has indicated that the re-banding change order will be rejected due to the total project cost exceeding \$1M on paper prior to the final rectification of quantities.
    - Upon Rejection FTN will draft a revised version of CO 6 which rectifies all quantities including additional re-banding and keeps the project under \$1M.
- Final Pay - Work Days 96
  - Tire baling –116 of 50 Planned
  - Oversize Tire Processing – 1718 of 2450 planned
  - Oversize Tire Embedment -1737 of 2450 planned
  - Tire Bale Placement – 10017 of 9800 planned – 217 bale overrun
  - Waste Tire Re-banding – 3346 Bales complete of 3600 anticipated

- SWPPP Maintenance and Transfer
  - Per specifications SEMS is responsible for SWPPP until final acceptance.
  - Final acceptance can occur following the approval of the outstanding change orders
  - Permit will likely be transferred to FTN for maintenance through the start of Phase 2.
  - SEMS shall provide FTN with all electronic and hard copy plans and records related to the SWPPP.
  - Permit transfer inspection shall occur at final acceptance inspection per specifications.

Attendees toured the project area for a substantial completion inspection and noted the following items of work requiring attention prior to final acceptance:

- Fuel Storage Area
  - Contractor was directed to remove and dispose of the plastic liner which was placed below fuel tank for secondary containment.
- SWPPP BMPs
  - SWPPP records and plans were not available on site at the time of the inspection.
  - SEMS to maintain SWPPP inspections and maintenance through final completion.
  - SEMS to ensure that all BMPs noted on SWPPP are installed and in good working order at permit transfer.

Certification of Substantial Completion was certified by FTN and approved by SEMS and ADEQ with the aforementioned puchlist items of work.

ADEQ, DBA, OMSWD, FTN, and the land owner additionally discussed the following items during the course of the inspection relevant to future phases of the project:

- Closeout Timeline
  - Survey – ASAP
  - Design Revision Submittal – February
  - Agency review and approval – April
  - Advertize and Bid – May
  - Construction –June
- Loose tire handling
  - Multiple potential options – bailing, chipping, offsite disposal, bury on upper slope in single layer similar to oversize tires
- Stabilization
  - Former stockpile area to be cleaned of loose wire, scarified, and seeded.
  - Upper dam face to be covered with topsoil, seeded, and TRM
  - Lower face to be covered with geotextile and on-site stone.
  - Borrow area – smooth and seed sides following completion.

**SUBSTANTIAL COMPLETION MEETING**  
**DAMCO INC. WASTE TIRE DISPOSAL FACILITY**  
**REMEDIAL ACTION CONSTRUCTION PROJECT**  
**ABA CONTRACT 9301701R**  
**LIST OF ATTENDEES**  
**12/19/2017**

Name	Company/Agency	Office Phone	Cell Phone	Email	Initial
Paul Crawford	FTN Associates, Ltd.	(501) 225-7779		pwc@ftn-assoc.com	PWC
Jeremy Brooks	FTN Associates, Ltd.	(501) 225-7779	(501) 813-4667	jab@ftn-assoc.com	JB
Vernon Nelson	Nelson Engineering	(870) 365-8056			VN
Richard Austin	Arkansas Building Authority	(501) 999-2952		raustin@aba.state.ar.us	RA
Weston Lee	ADEQ - Hazardous Waste	(501) 682-0870		lee@adeq.state.ar.us	WLS
Dewey Arcement	SEMS, Inc.	(225) 924-2002	(225) 953-8529	DArcement@semsinc.net	DA
Kenny Treat	Land Owner	(870) 421-0884		westplainspawn@gmail.com	KT
Kenneth W. Treat					
Helinda Caldwell	ONSLWD	870-688-9342	11	info@ozarkmountainwaste.com	MC