

Port of San Francisco
RFQ for As-Needed Hazardous Waste Disposal and Marine Vessel Salvage, and Related
Professional Services

Appendix A - Scope of Work

The list of services included in this Scope of Work is not an exhaustive list because the needs of each project or service request can be diverse and site-specific. However, this section describes in general terms, the services the Port anticipates it will require and is therefore requesting in this RFQ. It is to be used as a general guide for any contract or contracts the Port enters into as a result of this solicitation and is not intended to be a complete list of all work necessary in all cases. The specific nature of these services and activities will be determined when a service need is identified and evaluated. When a service need is identified, the Port and the selected contractor or contractors will work together to determine the scope of each project and/or tasks to be performed, as well as the cost, and scheduling requirements to meet that service need. After the determination is made, the Port will issue a task order to the contractor or contractors to commence work on the project. In all cases however, the service needs will involve hazardous material and/or marine vessel recovery, handling, transport and/or disposal, in and around environmentally-sensitive areas. In some cases such as in emergency situations, the services may be required on an expedited basis typically within a four (4) hour window.

The services called for in this RFQ shall be performed in accordance with any terms, conditions, and specifications stated herein and also in accordance with all applicable Federal, State, and Local statutes, regulations, and ordinances. Contractor will furnish all necessary qualified personnel, tools, equipment, facilities, mobile services, transportation, labor, parts, and materials to perform the services called for in this RFQ.

Anticipated Services

The services that the Port anticipates that it will require and is therefore requesting in this RFQ include, but are not limited to the services listed below. In performing disposal services under this scope of work, the contractor or contractors shall adopt the following hierarchy of methods: reuse, recycle, treatment/neutralization, secondary fuel incineration, and landfill.

1. Recover, assess, package, transport, treat and properly dispose of potentially hazardous waste, as well as abandoned, or otherwise derelict marine vessels. Waste may include, but is not limited to excavated soils, building materials, lead and asbestos containing materials, asphalt, concrete, groundwater, wastewater, sludge, used oil, petroleum hydrocarbons, potentially infectious materials (animal and human wastes) and other potentially hazardous and/or unidentifiable waste materials; as well as abandoned or otherwise derelict marine vessels.
2. Ship wastes to disposal facility no later than three days after the date waste is picked up from the Port.
3. Pump out and recycle used oil, oily water, and oily sludge from various collection tanks.
4. Remove hazardous and oily wastes at regularly scheduled intervals (for example: once per month, or once every other month). Schedule will be based on seasonal and/or operational needs, and will be coordinated at least one week in advance between the Port and consultant(s).
5. Perform over-the-water fuel and oil transfers following established and accepted safe industry standards and procedures. Obtain all permits and authorizations necessary to perform the service.

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6. Provide all services necessary to safely remove abandoned or otherwise derelict marine vessels, including partially and entirely sunken vessels. These services include, but are not limited to assessing and planning safe and effective recovery operations, diving, salvaging, hazardous materials management, safe removal of vessels from water, and towing vessels in the water and via trailer on land.
7. Provide lab-pack and/or bulking services using qualified and trained personnel.
8. Provide all administrative services including:
 - prepare waste profiles, manifests, bills of lading
 - complete all required regulatory notifications and certification forms
 - return all copies of administrative documents to the Port as required
9. Meet quarterly with the Port's Environmental and/or Maritime staff to discuss performance issues and process improvement for work required under this RFQ.