

APPENDIX A - TECHNICAL SPECIFICATIONS
009-20 SPECIAL WASTE HANDLING SERVICES FOR NON-HAZARDOUS WASTE /HAZARDOUS WASTE

1. COMPANY REQUIREMENTS

- 1.1. Company is required to maintain a minimum of three (3) vacuum trucks and ten (10) permanent full time field service employees who have completed DOT, RCRA, and OSHA training. Certifications must be kept current and documentation available for JEA to review upon request.
- 1.2. Company shall provide all required tools, equipment and supplies, including all necessary personal safety equipment to perform the job with pricing included in the rates provided in the response workbook. JEA shall not be charged for these items individually. EPA level D Personal Protective Equipment (PPE) is assumed for all jobs and shall be included in the rates provided in the response workbook. EPA level A, B, and C will be priced with a ten percent (10%) mark-up and invoiced accordingly under the Supplemental Work Authorization (SWA).

The following list includes examples of EPA level D Personal Protective Equipment (PPE):

- Gloves (rubber, leather, etc...)
 - Safety Glasses
 - Face shield
 - Rubber boots
 - Steel toe boots
 - Rain suits
 - Hard Hats
 - Safety Vests
- 1.3. Company shall complete and stay current with JEA safety training requirements. Company shall comply with DOT, OSHA and RCRA training requirements.
 - 1.4. Company shall comply with all EPA, FDEP, OSHA, and EQD regulations including any rules that become effective during the term of this agreement.
 - 1.5. Company shall adhere to the JEA hold card procedure and confined space entry procedure. Failure to comply with this condition may result in termination of the agreement. Company shall not operate any JEA equipment unless specifically authorized.
 - 1.6. All work shall be performed under the direction of JEA environmental personnel who will specify the waste handling procedures and waste disposal locations.
 - 1.7. Company shall maintain training records, manifests, and other documentation as required by regulatory requirements.
 - 1.8. Payment for equipment, material, and disposal charges not specifically detailed in response workbook will be based on the Company's cost plus a ten percent (10%) markup as a Supplemental Work Allowance (SWA). Company is responsible for initially paying these charges and subsequently issuing an invoice to JEA for the entire cost of each job.
 - 1.9. JEA will not pay for the Company's mobilization fees and travel fees (times) to JEA facilities. These costs must be incorporated into the base hourly labor fees. All hourly fees will begin when the Company arrives at the JEA site and will be terminated when the Company leaves the JEA site or leaves the designated waste disposal facility. Roundtrip disposal requests will be paid both to and from the designated disposal site.
 - 1.10. Company shall have at least three (3) employees with current HAZWOPER Certification that can perform on-site cleanup as required. The Company shall provide copies of the three (3) HAZWOPER certificates with their response as part of the Minimum Qualifications. During the contract term JEA may request verification of certification of employees and proof of employment, companies shall provide the documentation within 48 hours of JEA's request for this item.

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2. JEA OPTIONS FOR MANAGING WASTE HANDLING AND SPILL RESPONSE

- 2.1. Company may be audited by JEA prior to issuance of the purchase order and periodically during the agreement period to assure compliance with JEA and regulatory requirements. Failure to allow JEA on site for an audit shall result in termination of the agreement.
- 2.2. JEA will make a good faith effort to meet an opportunity Ratio of 50:35:15 for the primary: secondary: tertiary awards. JEA reserves the option to request bids from all of the awarded Companies for work in excess of \$5,000.00.
- 2.3. JEA reserves the right to suspend a Company if evidence indicates a potential compliance problem.
- 2.4. Emergency shall be defined as any time of day and shall be designated at time of call. Response required within ninety (90) minutes
- 2.5. Non-Emergency shall be defined as 08:00 – 16:00, Monday through Friday. Response to be scheduled within three (3) days.
- 2.6. In emergency and routine situations requiring immediate service, JEA reserves the option to use other companies if the Company is not available to respond to work requests in the desired time frame.
- 2.7. JEA reserves the option to use other companies in cases where the required services are not within the scope of this specification. Other companies may be used whose specialized services shall facilitate or enhance conditions that assure regulatory compliance.

3. NON-EMERGENCY SERVICE

3.1 Oily Wastewater and Used Oil Disposal

- 3.1.1. Each generating station has fuel oil storage tanks, sumps and other containments that collect oily wastewater and used oil. Oily wastewater must be periodically pumped from these areas and transported for disposal. Company's vacuum trucks and equipment must meet DOT requirements.
- 3.1.2. Company shall supply vacuum trucks and services for the recovery of oily wastewater. Company shall respond to requester within **twenty-four (24)** hours of the request for service.
- 3.1.3. Company shall manifest all oily wastewater and used oil leaving the JEA facilities in accordance with state and federal regulations. Completed manifests from the disposal facility must be returned to the generating station environmental coordinator within thirty (30) days of disposal.
- 3.1.4. Company shall deliver the oily wastewater and used oil to an EPA permitted facility. The company shall inform JEA of the facility and provide documentation of permit compliance to JEA environmental representatives as required by EPA regulations. Under no circumstances will the Company deliver waste to a facility not specifically approved by JEA. Recovered oil shall be handled as a fuel product in accordance with 62-710 F.A.C. and 40 CFR 279. JEA reserves the right to disqualify a disposal facility if evidence suggests a compliance problem.
- 3.1.5. Services for minor waste compliance efforts at the electric generating stations will be required. JEA reserves the option to request bids from all of the awarded Companies for work in excess of \$5,000.00.
- 3.1.6. Company shall provide manpower, equipment and materials to assist in waste projects. These projects may include cleanup projects, spill remediation activity, waste fuel handling services, fuel treatment services and other waste related activities.
- 3.1.7. Company shall provide a clean vacuum truck for the removal of solids and /or liquids from plant facilities or equipment. The vacuum truck shall have a hydraulic tailgate and lift to allow the dumping of solids. Company shall maintain a fleet of at least three (3) vacuum trucks.
- 3.1.8. Company shall provide a detailed estimate to JEA prior to commencement of each job.
- 3.1.9. A JEA environmental representative must specifically approve each project.

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- 3.1.10. Company shall have the ability to work around energized equipment such as substations and pad mounted transformers.
- 3.1.11. Company shall have at least one (1) boat available for oil spills that may occur / impact water such as storm water, ponds, creeks, etc.
- 3.1.12. Company should have the ability to submit disposal manifests, etc. in PDF file format via E-mail to Environmental coordinator.

3.2. Solid Special/ Oily Waste Disposal

- 3.2.1. Company shall pickup waste from the special waste dumpsters and waste processing areas at the JEA Generating Stations (Northside, Kennedy, Greenland Energy Center, and Brandy Branch) as requested by JEA. Company shall provide a pickup truck and trailer, with two (2) operators, as part of this service.
- 3.2.2. Company shall supply services to load waste for transportation. Company may be requested to provide heavy equipment when required to load large volumes of waste. The Company shall use JEA heavy equipment when available. The Company must obtain specific authorization to use JEA equipment.
- 3.2.3. Company shall transport special waste (oil impacted solid waste, sandblast media, used resin beads, etc.) to a disposal facility designated by JEA environmental personnel. Under no circumstances will the Company deliver waste to a facility not specifically approved by JEA. Company shall provide a twenty (20) cubic yard covered roll-off box to JEA. The roll-off box must have a covered top capable of shedding rainwater. The roll-off box must be of the size and dimensions to fit in the special waste containment area at the Northside Generating Station. The special waste roll-off box must remain on site at all times unless the box is being sent to a disposal facility. Upon return from the disposal facility, Company will line the special waste roll-off box with plastic and place top cover over the box.
- 3.2.4. Company will maintain containment area around roll-off box to minimize standing water and to reduce the possibility of oily water escaping the containment area.
- 3.2.5. Company shall respond to environmental coordinator to schedule waste pickup requests within four (4) hours of the request for service.

4. Emergency Services

- 4.1. Company shall provide general waste pickup, oily waste pickup, chemical waste cleanup, and vacuum truck services within JEA's coverage area. Restorative measures to affected sites will also be required, including, but not limited to, replacing soil, sod, and rock. Drop off and pick services will also be required from the special waste dumpsters and waste processing areas at JEA.
- 4.2. Company shall supply services to load waste for transportation. Company may be requested to provide heavy equipment when required to load large volumes of waste. The Company shall use JEA heavy equipment when available. The Company must obtain specific authorization to use JEA equipment.
- 4.3. Company shall transport special waste (oil impacted solid waste, sandblast media, etc.) to a disposal facility designated by JEA environmental personnel. Under no circumstances will the Company deliver waste to a facility not specifically approved by JEA. Company shall provide a twenty (20) cubic yard covered roll-off box to JEA when requested. The roll-off box must have a covered top capable of shedding rainwater. The roll-off box must be of the size and dimensions to fit in the special waste containment area at the Northside Generating Station. The special waste roll-off box must remain on site at all times unless the box is being sent to a disposal facility. Upon return from the disposal facility, Company will line the special waste roll-off box with plastic and place top cover over the box.
- 4.4. Company shall maintain containment area around roll-off box to minimize standing water and to reduce the possibility of oily water escaping the containment area.

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4.5. Company shall arrive at the incident site for the special waste pickup requests within 90 minutes of the request for service.

5. Response Workbook Definitions

5.1 Vacuum Truck– This price per hour shall be inclusive all costs associated with providing one (1) Vacuum truck to service locations as provided by JEA and shall include fuel and mobilization.

5.2 Laborer – Price per hour for each Hazwoper qualified clean-up crew member. Costs shall include protective gear and transportation. JEA will not pay additional fees for the mobilization of the crew member.

5.3 Monthly Special Waste Roll – off – This per month charge will be a monthly fee associated with JEA renting a special waste roll-off and shall include pick-up and delivery.

5.4 Special Waste Roll-Off disposal transportation and landfill – This per ton price will be for the disposal of any special waste materials to the landfill. Additionally this price shall include all permitting, reporting and transportation. JEA shall allow a markup based on Company’s cost for disposal fees plus a ten percent (10%) markup as a Supplemental Work Allowance (SWA).

5.5 Pickup Truck Services – This per hour will be for a half (½) ton or larger, pick-up truck to provide support clean up services (cost of Laborer / clean-up crew will be price per hour, under laborer).

5.6 Stake Bed/Box Truck Services – This per hour will be for a half (½) ton or larger, pick-up truck to provide support clean up services (cost of Laborer / clean-up crew will be price per hour, under laborer).

5.7 55 gal. open steel drum - 55 gallon drum in accordance to all associated regulations

5.8 Oily Wastewater Disposal Costs – This price per gallon shall include all costs associated with disposal of oily waste, including transportation, reporting, and permits. No additional disposal facility costs will be accepted. JEA shall allow a markup based on Company’s cost for disposal fees plus a ten percent (10%) markup as a Supplemental Work Allowance (SWA).

5.9 Additional Services – Upon JEA request, the company shall provide additional oily waste or oil disposal services that do not fall within the above listed scopes of work. The pricing shall be based on the Company’s cost plus a ten percent (10%) markup as a Supplemental Work Allowance (SWA). JEA may request quotes from the Company and bid between the awarded companies under contract for work in excess of \$5000.00, or direct award (without bidding) to a company.

6. **Invoicing** - Invoices shall be submitted via email to JEA Accounts Payable Department at acctpaycustsrv@jea.com. The Company shall bill per event for all products and services and submit those invoices to JEA Accounts Payable. The method for submittal is an invoice package which must include the following provisions for processing: (1) the assigned Purchase Order (PO) number from JEA Procurement for the individual business units participating in the contract that the services were rendered for, (2) name of the requester (3) site name and/or address and (4) itemization of all charges incurred, breakdown of the expenses, including manifest, etc.. JEA Accounts Payable will reject any invoice package that is not complete in its entirety. Processing of the invoice package will occur within 30 days of posting in Oracle. An example vendor submittal package will be provided upon request for vendors that need assistance developing something.

APPENDIX B – MINIMUM QUALIFICATION FORM
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GENERAL

THE MINIMUM QUALIFICATIONS SHALL BE SUBMITTED ON THIS FORM. IN ORDER TO BE CONSIDERED A QUALIFIED RESPONDENT BY JEA YOU MUST MEET THE MINIMUM QUALIFICATIONS LISTED BELOW, AND BE ABLE TO PROVIDE ALL THE SERVICES LISTED IN THIS SOLICITATION.

THE RESPONDENT MUST COMPLETE THE RESPONDENT INFORMATION SECTION BELOW AND PROVIDE ANY OTHER INFORMATION OR REFERENCE REQUESTED. THE RESPONDENT MUST ALSO PROVIDE ANY ATTACHMENTS REQUESTED WITH THIS MINIMUM QUALIFICATIONS FORM.

PLEASE SUBMIT THE ORIGINAL, THREE (3) COPIES AND ONE (1) CD OF THIS FORM AND ANY REQUESTED ADDITIONAL DOCUMENTATION WITH THE RESPONSE SUBMISSION.

RESPONDENT INFORMATION:

COMPANY NAME: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

FAX: _____

E-MAIL: _____

PRINT NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

TITLE OF AUTHORIZED REPRESENTATIVE: _____

MINIMUM QUALIFICATIONS:

Respondent shall have the following Minimum Qualifications to be considered eligible to submit a Response in response to this ITN.

It is the responsibility of the Respondent to ensure and certify that it meets the Minimum Qualifications stated below. JEA reserves the right to request back up documentation to confirm the Respondent meets the requirements stated herein. A Respondent not meeting all of the following criteria will have their Response rejected:

The Respondent shall meet the following Minimum Qualifications to be considered eligible to submit a Response to this ITN. **JEA reserves the right to ask for additional back up documentation or additional reference projects to confirm the Respondent meets the requirements stated below.** A Respondent not meeting all of the following criteria will have their Response rejected:

- Respondent shall have successfully self-performed at least one (1) similar project in last three (3) years, date ending the Bid Due Date.
 - o A similar project is a clean-up and transport of industrial non-hazardous / hazardous waste (non-residential) services contract valued at least \$150,000.00.

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- Respondent’s office serving JEA must be located within fifty (50) miles, of 21 West Church Street, Florida, 32202 and be established for at least six (6) months prior to the Response due date. Home office must be able to support 24/7 schedule. Respondent’s office, location shall be verified by Google Maps.

Office Address: _____

- Respondent shall have at least three (3) employees with current HAZWOPER Certification that can perform on-site cleanup as required. The Company shall provide copies of the three (3) HAZWOPER certificates with their response.

REFERENCE 1

Reference Company Name _____

Reference Contact Name _____

Reference Phone Number _____

Reference E-Mail Address _____

Address of Work _____

Project Manger _____

Description of Project _____

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RESPONDENT INFORMATION:

RESPONDENT NAME: _____
 BUSINESS ADDRESS: _____
 CITY, STATE, ZIP CODE: _____
 TELEPHONE: _____
 FAX: _____
 EMAIL OF CONTACT: _____
 WEBSITE: _____

QUOTATION OF RATES

Maximum points for this criterion: 55 points

Respondent shall provide a firm-fixed price quote for all Work in this ITN by completing the enclosed Response Workbook. The prices shall include all profit, taxes, benefits, travel, and all other overhead items.

Please note, the rates or lump sums quoted by Respondent on the Response Form must be firm prices, not estimates. Any modifications, exceptions, or objections contained within the response form may subject the response to disqualification.

Description of Services	Total Three (3) Year Response Price
Total Three (3) Year Response Price – Transfer total from Appendix B – Response Workbook	\$

PAST PERFORMANCE /COMPANY EXPERIENCE

Maximum points for this criterion: 15 points

Respondent shall provide three (3) similar project references. The Respondent may use the project submitted in Section 1.2.1, Minimum Qualifications. The similar projects shall have been completed within the last three (3) years as of the Response due date.

Note - if the Company has performed a similar project **for JEA** in the past three (3) years, the company shall submit that project as one of the three (3) similar project references for evaluation. Companies that have not performed similar projects for JEA, will submit three (3) projects references from other companies.

The JEA lead evaluator will contact the similar project references and grade based on the companies responses to scripted questions.

At a minimum include the following information:

- o Reference Company Name
- o Reference Contact Person Name
- o Reference Contact Person Name Phone and Email Address
- o Describe how the project/contract is similar to JEA’s Technical Specifications

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- o Describe company's timeliness in providing requested services
- o Describe the Company call off (did not perform) jobs, when requested to provide service.

If a company does not provide the three (3) requested projects, the company will only be given points for the projects that are submitted, missing projects will be scored zero. Additionally, if a company has performed a qualifying project for JEA and does not submit that project for experience points, that project will be scored as zero.

Proposer may provide this information in its own format to be attached to **Appendix B - Response Form**.

ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE PROJECT REQUIREMENTS

Maximum score for this criterion: 20 Points

Respondent shall explain how the Respondent will manage the project to control costs, provide a high level of service, meet response time requirements, provide appropriate levels of manpower and equipment to support JEA needs and quality control objectives.

- Describe your staffing and infrastructure to support environmental services and work as described in the technical specifications
- Describe your call support services to meet JEA's waste clean-up needs
- Describe your organization approach to and any redundancies your company can leverage to minimize the number of call-off's (unable to perform) for JEA work
- Describe your companies approach to booms & staging gear
- Describe your companies vacuum trucks and staging locations and mobilization planning
- Describe your companies capabilities to provide on water clean-up services
- Describe your companies field testing capabilities
- Describe your companies access to laboratory services

Companies that do not provide a Design Approach and Work Plan will be scored zero.

Proposer may provide this information in its own format to be attached to **Appendix B - Response Form**.

SAFETY

Maximum score for this criterion: 5 Points

Respondent shall submit their Experience Modification Rate (EMR) from their insurance carrier or similar third party for the past three (3) years (2016, 2017, & 2018). The average of these rates will be used to determine the number of points that each Respondent will receive in this category.

The point will be awarded as follows:

- 5 Points – EMR average is less than .80
- 3 Points – EMR average is less than .90
- 1 Point – EMR average is less than 1.0
- 0 Points – EMR average over 1.0

Companies that do not provide EMR's will be scored zero.

JACKSONVILLE SMALL AND EMERGING BUSINESS PROGRAM (JSEB)

Maximum Score for this criterion is: 5 Points

Respondent shall indicate (Yes or No) if Company is certified as a Jacksonville Small and Emerging Business Program (JSEB) as defined by Jacksonville Ordinance 2004-602; Chapter 126, Part 6A and 6B. Proposer shall also indicate whether it intends to subcontract any services to JSEB certified firms. Points in this category will be assigned as follows:

If Respondent is not a certified JSEB, the Respondent shall list any JSEB certified subcontractors that it intends to utilize in the performance of this Work. The listing should include names of the JSEBs, the type of service they will provide, and the percentage of work being subcontracted. Points will be awarded based on the type and amount of work that will be conducted by JSEB firms.

The point will be awarded as follows:

- Respondent is a COJ/JEA certified JSEB = 5 pts,

Respondent is not a JSEB but will subcontract Work to JSEBs:

Non-JSEB with JSEB partner:

- Greater than or equal to 5% of work = 4 pts,
- Greater than or equal to 3% of work, but less than 5% of work = 3 pts.
- Greater than or equal to 2% of work, but less than 3% of work = 2 pts.
- Greater than or equal to 1% of work, but less than 2% of work = 1 pt.

Respondent's Certification

By submitting this Response, the Respondent certifies (1) that the Respondent has read and reviewed all of the documents pertaining to this RFP and agrees to abide by the terms and conditions set forth therein, (2) that the person signing below is an authorized representative of the Respondent, and (3) that the Respondent is legally authorized to do business and maintains an active status, in the State of Florida. The Company certifies that its recent, current, and projected workload will not interfere with the Respondent 's ability to Work in a professional, diligent and timely manner.

The Respondent certifies, under penalty of perjury, that it holds all licenses, permits, certifications, insurances, bonds, and other credentials required by law, contract or practice to perform the Work. The Respondent also certifies that, upon the prospect of any change in the status of applicable licenses, permits, certifications, insurances, bonds or other credentials, the Respondent shall immediately notify JEA of status change.

Please initial below:

____ (Initials) I have read and understood the Sunshine Law/Public Records clauses contained within this solicitation. I understand that in the absence of a redacted copy my proposal will be disclosed to the public “as-is”.

We have received addenda _____ through _____

Signature of Authorize Officer of Respondent or Agent

Date

Printed Name & Title

Phone Number