



**K600-17**

**Sewer Inspection, Operation,  
and Reporting Services**

Fred Szabo, Interim Director  
Department of Port Control

# PRE-QUALIFICATION MEETING AGENDA



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- 1. Introduction**
  - 2. Project Description**
  - 3. Scope of Services**
  - 4. Safety Requirements**
  - 5. Security Requirements**
  - 6. Operations Requirements**
  - 7. OEO Requirements**
  - 8. Questions and Answers**

# AUTHORIZING ORDINANCE



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# ORDINANCE No. 1208-15

# PROJECT DESCRIPTION



- The Environmental Services program seeks a successful Consultant to inspect, operate and provide required analysis and reporting variety of oil/water separators, sanitary and storm water lines, electrical vaults, holding tanks, lift stations and associated appurtenances including testing and disposal of waste materials for the Cleveland Airport System (CAS).
- Specific task assignments are expected to vary depending upon the Department's needs throughout the duration of the contract period. These services include a mix of anticipated and unanticipated tasks.

# SCOPE OF SERVICES



## Anticipated Work Assignments:

### → **Sewers**

- Clean/maintain sanitary and storm sewer pipes ranging in diameter sizes from 2-inches to 10-feet and of various material types including manholes and catch basins.
- Cleaning sand and debris from floor drains inside garages and buildings may also be included in a task order.
- Logs and other large debris have been observed in the storm sewers at CAS.
- Water, sediment, and debris associated with cleaning shall be recovered and managed.
- Periodic maintenance of various sized electrical and phone vaults, holding tanks, and lift stations.

### → **Oil-Water Separators**

- Inspecting, reporting, maintaining, and operating various oil-water separators (and associated vents and monitoring systems) ranging in size from 1,000 gallons to 155,000 gallons.
- NOTE: Some covers are aircraft rated weighing from 200-pounds to 2,000-pounds with minimal lifting points.

# SCOPE OF SERVICES



## → **Characterization and Disposal**

- Task orders will include characterizing sewer and oil-water separator sludge for disposal purposes.
- Consultants will be required to determine appropriate disposal methods, coordinate waste profiles and manifests with various disposal facilities on behalf of DPC.
- Consultants will be required to transport and dispose of wastes associated with activities on this contract.

## → **Reports and Deliverables**

- Reports will be required on a task order basis. Reports may be consolidated into a single monthly report at the discretion of DPC.

# SAFETY



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## **Edward K. McDonald III**

Deputy Chief of Administration & Performance Management  
(216) 265-4901

- Total Access Safety Management System
  - All employees and stakeholders have the right to a safe environment and CAS.
- OSHA/FAA/DPC/Requirements
  - All federal, state, local, and department safety policies and regulations must be adhered to at all times.
- Site Specific Health and Safety Plan
  - Must be prepared by a competent person per OSHA's definition.
  - Must be submitted in advance and include Safety Data Sheets for any hazardous materials that will be used as a part of the project.
  - HASP must be approved by the department designee prior to receiving the Notice to Proceed.
- Insurance requirements
  - Certificate of Insurance must be submitted by the awarded firm and approved by the department designee prior to receiving the Notice to Proceed

# *Security Requirements*



**Gary Chmura**, Airport Security Manager

Tel: 216-265-3328

[gchmura@clevelandairport.com](mailto:gchmura@clevelandairport.com)

- The Firm must provide 2-3 Site Safety personnel or enough personnel to provide escorts for laborers, 10 year background check, SIDA training from Security via ARFF, and Fingerprints results and Security Threat Assessment (STA) from Security. ID applications are available from Security.
- All vehicles operating outside of the VSR will require an escort. Vehicles operating in the VSR will require an escort if the operator does not have a SIDA badge and driving privileges. Vehicles must be properly marked and lighted. All vehicle movement must comply with the rules and regulations of the FAA and the Airport.
- The Firm must assume the cost of each fingerprint based Criminal History Records Check (CHRC) for a non-refundable fee of \$27.00 payable to "Treasurer, City of Cleveland". CHRC applications are submitted to the TSA by OAS through the Transportation Security Clearing House.
- The Firm will be charged a non-refundable \$50.00 administrative fee for each individual ID badge and ramp permit.
- No credentials will be issued until a Notice to Proceed is issued. Please allow 5-7 days for processing after Fingerprint results are received.



# *Operations Requirements*



## **Bob Fischietto**

CLE Airport Operations Manager  
(216) 265-6161

## **CLE Operations**

(216) 265-6090

- ➔ Emergency Phone contacts of personnel will be delivered to Airport Operations for contacts regarding project site and its activities
- ➔ Activity on the airport must comply with the requirements of FAA rules and regulations. Reference the construction Advisory Circular “Operational Safety on Airports During Construction,” 150/5370-2, current version (E). This file may be downloaded from the FAA’s website at <http://www.faa.gov>
- ➔ Incursions (unauthorized access into an area intended for the movement of aircraft) will not be dealt with lightly, especially a runway incursion. Any incident will most likely result in the removal of the subject individual, and possibly the supervisor, from the airfield permanently
- ➔ Site maintenance should be performed on a regular basis to include the sweeping of debris and collection of trash. This is for FOD / dust / wildlife control purposes

**Jennifer Wiman**

**OEO Contract Compliance Officer**

**Phone (216)-664-2667 Fax (216)-664-3870**

**[JWiman1@city.cleveland.oh.us](mailto:JWiman1@city.cleveland.oh.us)**

**<http://portal.cleveland-oh.gov/CityofCleveland/Home/Government/CityAgencies/OfficeofEqualOpportunity>**

**Chapter 187 Subcontracting Requirements:**

→ **Utilization Goals**

**10 % Cleveland Small Business (CSB)**

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## **BID SCHEDULES**

**SCHEDULE 1    “Project Contact Information Form ”**

**SCHEDULE 2    “Schedule of Subcontractor Participation”**

**SCHEDULE 3    “Statement of Intent to Perform as a  
Subcontractor ”**

**SCHEDULE 4    “CSB/MBE/FBE Unavailability/Impracticality  
Certification”**

# RFQ SCHEDULE



- RFQ Release..... September 12, 2016
- Pre-Qualification meeting ..... September 20, 2016 10:00 AM
- Addendum 1 Release..... September 22, 2016
- Deadline for Questions..... September 28, 2016

please submit via email to [lrice@clevelandairport.com](mailto:lrice@clevelandairport.com)

- Addendum 2 (if needed)..... October 5, 2016

- **Statement of Qualifications due .....October 14, 2016 by 4:00PM**

please submit via email to [lrice@clevelandairport.com](mailto:lrice@clevelandairport.com)

Cleveland Airport System  
Administration Offices  
5300 Riverside Drive  
P.O. Box 81009  
Cleveland, Ohio 44181-0009  
Attn: Lou Rice, Contracts Administrator

If Statements are hand-delivered,  
Statements should be addressed as stated to  
the left and taken to the Airport  
Information Counter in the center of the  
ticketing lobby located on the second level  
of the passenger terminal building at  
Cleveland Hopkins International Airport.

# QUESTIONS AND ANSWERS



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**Please send all future questions to:**

**Department of Port Control  
Administration Offices  
5300 Riverside Drive  
P.O. Box 81009  
Cleveland, OH 44181-0009  
Attention: Lou Rice**

**Phone: (216) 265-6149**

**Email: [lrice@clevelandairport.com](mailto:lrice@clevelandairport.com)**