

BIOMEDICAL WASTE MANAGEMENT
PERFORMANCE WORK STATEMENT (PWS)

SECTION 1: GENERAL INFORMATION

1.1 Naval Hospital in Jacksonville's Mission

Provide High Quality, Safe, Patient-Centered care to all those entrusted to us through readiness, operational support, health promotion, and professional development.

1.2 Scope of Work

Routine delivery of healthcare to our patient population results in the generation of Biomedical (infectious) Wastes (BW) hereafter referred to as Regulated Medical Waste (RMW). State regulations and Department of Defense (DoD) directives require that these biomedical materials be properly treated and disposed. Additionally, since the treatment methods specified herein are of a similar nature compared to the methods employed by the United States Department of Agriculture (USDA), the Foreign Port of Origin (FPO) waste generated at the Air Operations terminal, Hangar 117, and Hangar 1,000 at NAS in Jacksonville is hereby included in this PWS.

The Contractor shall provide personnel, management, supervision, administrative and clerical support, training, equipment, materials, and all other items and services necessary to perform the responsibilities defined in this PWS. The basic assignments include:

1. Pick-up of RMW from locations in Florida and Georgia (Key West, Mayport, Jacksonville, FL, Kings Bay, and Albany, GA).
2. Transport RMW and FPO waste to a properly permitted treatment facility (or facilities).
3. Treat wastes by only permitted method(s), such as steam or microwave sterilization or incineration (pathological, non-hazardous waste pharmaceuticals, and trace chemotherapy wastes MUST be treated by incineration).
4. Dispose of treated wastes in a permitted landfill or by other permitted means.
5. Provide timely and traceable verification of the proper treatment and disposal of the RMVs to the requesting activity and all generating activities.

1.3 General Operating Requirements

1.3.1 Place of Performance

The places of performance (Attachment A) are noted within each individual location. Places of performance include:

- Location #1 - Naval Hospital in Naval Air Station (NAS) Jacksonville, FL.
- Location #2 - Naval Branch Health Clinic (NBHC) in Jacksonville, NAS Jacksonville, FL.
- Location #3 – NAS Jacksonville Veterinary Treatment Facility, NAS Jacksonville, FL.
- Location #4 - NBHC Mayport, Naval Station (NS) Mayport, FL.

- Location #5 – NS Mayport Veterinary Treatment Facility, NS Mayport, FL.
- Location #6 - NBHC Key West, Key West, FL.
- Location #7 - NBHC Kings Bay, SUBASE Kings Bay, GA.
- Location #8 - SUBASE Kings Bay Veterinary Treatment Facility, SUBASE Kings Bay, GA.
- Location #9 - NBHC Albany, MCLB Albany, GA.
- Location #10 - Air Operations Terminal, NAS Jacksonville, FL.
- Location #11 - Hangar 1,000, NAS Jacksonville, FL.
- Location #12 - Hangar 117, NAS Jacksonville, FL.

1.3.2 Hours of Operation

The contractor will provide regularly scheduled and on demand RMW and FPO pick-up, transport, treatment, and disposal services, as described herein, during the core working hours of 7:30AM – 16:00PM.

1.3.3 Adherence to Government Directives and Regulations

1.3.3.1 General Adherence

The Contractor shall adhere to any and all applicable statutes and regulations and with the applicable Government directives and regulations in performing the work prescribed herein.

1.4 Quality Control and Quality Assurance

The government will evaluate the contractor's performance under this action. For any and all those services prescribed herein, the COR or evaluators will follow the methods of surveillance specified in the Quality Assurance Surveillance Plan (QASP).

1.5 Period of performance

The period of performance is anticipated for a base period of twelve (12) months with four (4) one-year options. The period of performance is as follows:

Base Year:	1 January 2015 – 31 December 2016
Option Year I:	1 January 2016 – 31 December 2017
Option Year II:	1 January 2017 – 31 December 2018
Option Year III:	1 January 2018 – 31 December 2019
Option Year IV:	1 January 2019 – 31 December 2020

The solicitation and resultant contract will also contain FAR 52.217-8, Option to Extend Services, thereby allowing a six month extension if circumstances necessitate this option.

SECTION C-2: DEFINITIONS & ACRONYMS

2.1 Acronyms.

NBHC	Naval Branch Health Clinic
NBHCALB	NBHC Albany, GA
NBHCJAX	NBHC Jacksonville, FL
NBHCKB	NBHC Kings Bay, GA
NBHCKW	NBHC Key West, FL
NBHCMPPT	NBHC Mayport, FL
BUMED	Bureau of Medicine & Surgery
BW	Biomedical Waste
CAC	Common Access Card
CFR	Code of Federal Regulations
CHCS	Composite Health Care System
CLIN	Contract Line Item Number
CO	Contracting Officer
COR	Contracting Officer's Representative
COTR	Contracting Officer's Technical Representative
CR	Contracting Representative
DAC	Disposable Accumulation Container
DAA	Designated Approval Authority
DOD	Department of Defense
DON	Department of Navy
DOT	United States Department of Transportation
FAR	Federal Acquisition Regulations
FDEP	Florida Department of Environmental Protection
FOUO	For Official Use Only

FPO	Foreign Port of Origin
FS	Florida Statutes
FY	Fiscal Year
GDNR	Georgia Department of Natural Resources
GFE	Government Furnished Equipment
HIPAA	Health Insurance Portability and Accountability Act
LAC	Reusable Large Accumulation Container
MCLB	Marine Corps Logistics Base
MI	Medical Information
NHJAX	Naval Hospital Jacksonville, FL
PI	Performance Indicator
POC	Point of Contact
PWS	Performance Work Statement
RMW	Regulated Medical Waste
SECNAV	Secretary of Navy
SME	Subject Matter Expert
SOW	Statement of Work
STARS	Standard Accounting and Reporting System
TCCC	Tactical Casualty Combat Care
US	United States
USC	United States Code
USDA	United States Department of Agriculture
USN	United States Navy

SECTION C-3: GOVERNMENT FURNISHED ITEMS

3.1 Government Furnished Items

None.

SECTION C-4: CONTRACTOR FURNISHED ITEMS

4.1 Contractor Furnished Items

4.1.1 Personnel

The contractor shall provide personnel with the necessary technical, educational, and functional expertise to perform the services prescribed herein.

4.1.2 Containers

4.1.2.1 All Containers

Containers provided for this effort must be suitable for the handling and transportation of biomedical waste. They must comply with Department of Transportation (DoT) regulations for secondary containers supporting RMW or, as applicable, USDA regulations for FPO waste. They shall be marked and labeled in compliance with the applicable State, Federal, and Local regulations, and USDA compliance agreements (both those between the Generator and the USDA and those between the Contractor and the USDA).

4.1.2.2 Reusable Large Accumulation Containers (LACs) for RMW

Contractor shall provide and maintain in good repair wheeled containers of 90 to 200 gallon capacity. Number of containers required will depend on the capacity of the containers provided. The capacity requirements are estimated in Table (1) of this document. Containers shall have a "footprint" of no greater than 32" x 50". Containers shall be identified in a manner that permits tracking of individual containers from the generating location to final disposition (either a permanent unique number for each container or a temporary unique number assigned prior to container removal from the generating location (i.e., on-site applied bar-coding)).

4.1.2.3 Disposable Accumulation Containers (DACs) for RMW

The contractor shall provide cardboard boxes with suitable liners, all tape, and other materials required to assemble and seal the boxes. Boxes shall meet DoT packaging requirements for secondary packaging. They shall have a capacity of approximately 30 gallons. Liners shall meet applicable DoT and state guidelines for strength and incidental sum concentrations of lead, mercury, hexavalent chromium and cadmium, etc.

SECTION C-5: SPECIFIC TASKS

5.1 Pick-Up, Transport, Treatment, and Disposal (PUTT&D) of Regulated Medical Waste(s) (RMWs)

5.1.1 Service Frequency and Timeliness (See Attachment B: Capacity Requirements and Estimated Workload)

5.1.1.1 Branch Health Clinics (BHC)

BHCs shall be serviced once per week, on any day of the week, EXCEPT Mondays. A service consists of an actual physical visit to the BHC. Upon prior to commencing this service, the contractor shall submit a proposed schedule for servicing BHC locations. Once a particular day of the week is established as the service day for that location, any deviation, except as described below for Holidays, must be approved in advance by the Contracting Officer Representative (COR).

5.1.1.2 Naval Hospital Jacksonville FL

NHJAX shall be serviced three times per week, normally on Mondays, Wednesdays, and Fridays. A service consists of an actual physical visit to NHJAX. Any deviation, except as described below for Holidays, must be approved in advance by the COR.

5.1.1.3 NAS Jacksonville Veterinary Clinic, NS Mayport Veterinary Clinic, & SUBASE Kings Bay Veterinary Clinic

Veterinary Clinics shall be serviced when requested. Service will be provided on the next normally scheduled service date for a NHJAX activity on that installation.

5.1.1.4 Unscheduled Trips

In the event additional services are required at a specific location on an unscheduled day, the COR may request these services within 48 hrs.

5.1.2 Containers

5.1.2.1 NHJAX, NBHCJAX, NBHCMPT, and NBHCKB

NHJAX, NBHCJAX, NBHCMPT, and NBHCKB shall be provided in the LACs quantities/capacity requested (see Capacity Requirements and Estimated Workload table). DACs shall be provided to these locations upon their request (at the next scheduled service).

5.1.2.2 NBHCALB, NBHCKW, NS Mayport Veterinary Clinic, SUBASE Kings Bay Veterinary Clinic & NAS Jacksonville Veterinary Clinic

DACs shall be provided to these locations in quantities sufficient to meet the anticipated demand (a minimum of five DACs should be available at each location upon the completion of each service).

5.1.2.3 Securing of Containers

All LACs and SACs *shall be properly secured prior to transport*. For containers with latching lids, the latches *shall be* securely engaged. The driver shall check each LAC and SAC to confirm that any latching mechanism is properly engaged and *shall not* disengage any latching or securing mechanism. If a LAC or SAC *is not* properly secured/latched, the driver shall either correct the situation or notify the generating activity POC, who shall correct the situation *prior* to signing any shipping papers. Drivers *shall not* accept or transport improperly latched/secured

containers. All RMW containers in the transport vehicle shall be secured by sufficient means to prevent load shifting or tipping during normal operating conditions.

5.1.3 Holidays and Scheduling of Services

Service will be provided on the PRECEDING business day when the holiday and service day fall on a Tuesday, Wednesday, Thursday, or Friday. Service will be provided on the first business day AFTER the holiday when the holiday and the service day fall on a Monday.

Holiday and Service Day are on a	Actual Service Day will be
Monday	Following Tuesday or next regular business day.
Tuesday	Monday or last preceding regular business day.
Wednesday	Tuesday or last preceding regular business day.
Thursday	Wednesday or last preceding regular business day.
Friday	Thursday or last preceding regular business day.

5.1.4 Treatment and Disposal of RMW

5.1.4.1 Treatment by Means Other than Incineration

It is anticipated that most of the RMWs will be treated by a means other than incineration. Acceptable treatment methods include steam sterilization and microwave sterilization. The contractor selected shall treat all RMWs at a properly permitted treatment facility.

5.1.4.2 Treatment by Incineration

A small portion of the RMWs generated *must* be treated by incineration, including pathologically recognizable wastes, trace chemotherapy wastes, and non-hazardous waste pharmaceuticals. The generator shall clearly mark containers (LACs, SACs, and DACs) that require treatment by incineration. The contractor shall clearly identify containers marked for incineration on the shipping papers and these wastes shall be treated by incineration at a properly permitted medical waste incinerator.

5.1.5 Documentation of Proper Treatment and Disposal

5.1.5.1 General

The contractor shall provide evidence of proper treatment and disposal of all RMWs accepted from generating activities. This evidence shall provide traceability to the individual container, shall indicate the treatment location(s), the final disposition location(s) (i.e., landfill name), and a certification or statement of the method of treatment and that the treatment was performed in accordance with applicable laws and regulations.

ORIGINAL documentation for all wastes picked up at NHJAX and COPIES of documentation for all other services provided under this effort shall be sent to the COR, at NHJAX. All OTHER generating locations shall send their ORIGINAL documentation related to their specific location (i.e., BHCs and Veterinary Clinics shall be sent the

original documentation of proper treatment for their wastes, the COR shall be provided a copy of these certifications).

Mailing addresses and POCs are contained in Attachment A.

5.1.5.2 Timeliness

Certification of proper treatment and disposal shall be forwarded to the generator within 40 days of the date the waste(s) were accepted (picked up).

5.1.5.3 Exception Management

Should any exceptions (discrepancies) be identified by the COR or generating location, the contractor will be notified in writing (typically by e-mail) regarding the exception. The contractor shall provide a written response within five business days indicating the cause(s) of the exception and what actions they have taken or are taking to prevent future recurrence of similar exceptions. If additional documentation is required (for example, certification of proper treatment and disposal), it shall be provided in a timely fashion (within five business days of the written response).

5.1.6 Monthly Reports

5.1.6.1 Naval Hospital Jacksonville FL, NBHCJAX, NBHCMPT, and NBHCKB

The contractor shall provide a monthly report of any and all RMW based on the waste's net weight, treatment, and disposition basis only. This report shall include any and all RMW services, including provision of containers, delivery of containers, pick-up of waste(s), all related transport of waste(s), treatment of waste(s), any transport of treated waste(s), and solid waste (landfill tipping) fees.

5.1.6.2 NBHCALB, NBHCKW, NS Mayport Veterinary Clinic, SUBASE Kings Bay Veterinary Clinic & NAS Jacksonville Veterinary Clinic

The contractor shall provide a monthly report of all wastes on a service ("trip"), which shall include pick-up, transport, treatment, and disposal of ONE DAC, plus an additional charge for any additional DACs received. This report shall include all RMW services, including provision of DACs, delivery of DACs, pick-up of waste(s), all related transport of waste(s), treatment of waste(s), any transport of treated waste(s), and solid waste (landfill tipping).

5.2 Pick-Up, Transport, Treatment, and Disposal of Foreign Port of Origin (FPO) Waste(s)

5.2.1 Service Frequency and Timeliness

The Air Operation locations shall be serviced when requested. Service will be provided on the next normally scheduled NHJAX service date, except as follows. The USDA compliance agreements specify pickup within 48 hours of receipt, 72 hours if over a weekend or holiday. It is possible that FPO waste may be received on a Friday, after the normally scheduled NHJAX service has been performed, which would then require a pick-up on the following Monday, which might be a holiday. In this case pick-up within 72 hours will be required (in other words the contractor *shall* perform a pickup for AIR OPS in this situation without a corresponding service at NHJAX).

5.2.2 Containers

5.2.2.1 General

LACs, suitable for use in areas not protected from the weather (i.e., designed to prevent water intrusion from rain), shall be provided at AIR OPS locations. These containers shall be marked as indicated in the USDA compliance agreements (minimum 4" high letters, "Foreign Garbage", or similar required language).

5.2.2.2 Securing of Containers

All LACs *shall be properly secured prior to transport*. For containers with latching lids, the latches *shall be* securely engaged. The driver shall check each container to confirm that any latching mechanism is properly engaged and *shall not* disengage any latching or securing mechanism. If the container *is not* properly secured/latched, the driver shall either correct the situation or notify the generating activity POC, who shall correct the situation *prior* to signing any shipping papers. Drivers *shall not* accept or transport improperly latched/secured containers. All FPO containers in the transport vehicle shall be secured by means sufficient to prevent load shifting or tipping during normal operating conditions.

5.2.4 Treatment and Disposal of FPO Wastes

FPO wastes shall be treated in accordance with the CONTRACTOR's compliance agreement with the USDA. Properly treated FPO wastes shall be disposed of in accordance with the CONTRACTOR's compliance agreement.

5.2.5 Documentation of Proper Treatment and Disposal

5.2.5.1 General

The contractor shall provide evidence of proper treatment and disposal of all FPO wastes accepted from the AIR OPS generating locations. This evidence shall provide traceability to the individual container, shall indicate the treatment location(s), the final disposition location(s) (i.e., landfill name), and a certification or statement of the method of treatment and that the treatment was performed in accordance with applicable laws, regulations, and compliance agreements.

The COR, at NHJAX, shall be sent COPIES of documentation for FPO treatment and disposal services provided under this effort. AIR OPS shall send ORIGINAL documentation.

Mailing addresses and POCs are contained in Attachment A.

5.2.5.2 Timeliness

5.2.5.3 Exception Management

Should any exceptions (discrepancies) be identified by the COR or AIR OPS, the contractor will be notified in writing (typically by e-mail) regarding the exception. The contractor shall provide a written response within five business days indicating the cause(s) of the exception and what actions they have taken or are taking to prevent future recurrence of similar exceptions. If additional documentation is required (for example, certification of proper treatment and disposal), it shall be provided in a timely fashion.

Attachment A: Service Locations and Documentation Mailing Addresses

Naval Hospital Jacksonville, FL:

Naval Hospital Jacksonville
2080 Child St
Facilities Management (Code 09PWZZ)
Jacksonville, FL 32214-5104

NBHC Jacksonville, FL:

Naval Branch Health Clinic Jacksonville
PO Box 8
Medical Waste Manager
Jacksonville, FL 32213

NBHC Mayport, FL:

Naval Branch Health Clinic Jacksonville
PO Box 280148
Medical Waste Manager
NAS Mayport, FL 32228

NBHC Key West, FL:

Naval Branch Health Clinic Key West
1300 Douglas Circle
Medical Waste Manager
Key West, FL 33040

NBHC Albany, GA:

Naval Branch Health Clinic Albany

814 Radford Blvd, Bldg. 7960
Medical Waste Manager
Albany, GA 31704

NBHC Kings Bay, GA:

Naval Branch Health Clinic Kings Bay
881 USS James Madison Rd
Medical Waste Manager
Kings Bay, GA 31547-2531

NAS Jacksonville Veterinary Clinic

Veterinary Treatment Clinic
Bldg. 537 Biscayne St
Medical Waste Manager
Jacksonville, FL 32212

NS Mayport Veterinary Clinic

Veterinary Treatment Clinic
706B Everglades CT
Medical Waste Manager
Mayport, FL 32227

SUBASE Kings Bay Veterinary Clinic

Veterinary Treatment Clinic
Bldg. 1003 USS George Bancroft Ave
Medical Waste Manager
Kings Bay, GA 31547

NAS Jacksonville Air Operations Department:

Foreign Waste Manager
NAS Jacksonville Terminal Box 7
Jacksonville, FL 32212

Attachment B: Capacity Requirements and Estimated Workload

Location	Container Type & Qty (Capacity)	Medical Waste (RMW)	Waste for Incineration*	Approx. Space Available for Container Accumulation	Estimated Number of Unscheduled Trips (Annually)	Estimated Number of Regular Trips (Annually)
Naval Hospital Jacksonville	LAC – ~3000 Gallons of Capacity on hand. DAC – As requested	70,000 – 100,000 lbs	21,000 – 25,000 lbs	220-240 ft ² Empty containers can normally be stacked to increase holding capacity.	0-3	As Specified in Paragraph 5.1.1
NBHC Jacksonville	LAC – ~300 Gallons of Capacity on hand. DAC – As requested.	500 – 2,700 lbs	0 - 250 lbs	16-20 ft ²	0-3	As Specified in Paragraph 5.1.1
NBHC Mayport	LAC – ~400 Gallons of Capacity on hand. DAC – As requested.	2,000 – 6,000 lbs	0 - 300 lbs	20-30 ft ²	0-5	As Specified in Paragraph 5.1.1
NBHC Key West	DAC – ~120 Gallons of Capacity on hand.	250 – 1500 Gallons	0 -60 Gallons	10-20 ft ²	0-1	50-52

Location	Container Type & Qty (Capacity)	Medical Waste (RMW)	Waste for Incineration*	Approx. Space Available for Container Accumulation	Estimated Number of Unscheduled Trips (Annually)	Estimated Number of Regular Trips (Annually)
NBHC Kings Bay	LAC ~750 Gallons of Capacity on hand. DAC – As requested.	2,000 – 6,000 lbs	0 - 225 lbs	30-40 ft ²	0-3	As Specified in Paragraph 5.1.1
NBHC Albany	DAC – ~120 Gallons of Capacity on hand.	600 – 1500 Gallons	0 – 400 Gallons	16-20 ft ²	0-1	50-52
NAS Jacksonville Veterinary Clinic	DAC – ~120 Gallons of Capacity on hand.	300 – 600 Gallons	0 – 300 Gallons	6-10 ft ²	12-24	None
NS Mayport Veterinary Clinic	DAC – ~120 Gallons of Capacity on hand.	300 – 600 Gallons	0 – 300 Gallons	6-10 ft ²	12-24	None
SUBASE Kings Bay Veterinary Clinic	DAC – ~120 Gallons of Capacity on hand.	300 – 600 Gallons	0 – 300 Gallons	6-10 ft ²	12-24	None

Location	Container Type & Qty (Capacity)	Medical Waste (RMW)	Waste for Incineration*	Approx. Space Available for Container Accumulation	Estimated Number of Unscheduled Trips (Annually)	Estimated Number of Regular Trips (Annually)
<p>NAS Jacksonville Air Operations</p> <p>Note: Foreign Port of Origin Waste, NOT RMW</p> <p>Note: FPO Wastes will be at three locations—capacity requirement(s) and generation amounts are for the combined locations.</p>	<p>LAC – ~700 Gallons of Capacity on hand.</p>	<p>1,000 – 2,500 lbs</p> <p>Note: NOT RMW— Foreign Garbage.</p>	<p>Not Applicable</p>	<p>12-20 ft²</p> <p>At each location</p>	<p>10-20</p>	<p>100-150</p> <p>See Paragraph 5.2.1—trips in conjunction with NHJAX service.</p>

Attachment C: Specific Licenses and Permits

1. General

In addition to local (State, County, Municipality, etc.) business licensing requirements, certain specific permits, agreements, and/or licenses are required to perform the functions related to this project. The items listed below ARE NOT comprehensive or all inclusive, they simply highlight some of the specific issues. The contractor remains responsible for ensuring that they have and maintain all permits and operating and business licenses for all locations which are serviced and in which contract related services (i.e., storage, treatment, and disposal) are performed.

2. Florida Biomedical Waste Related Permits

Transportation, treatment and disposal of biomedical waste in Florida are governed by Florida Administrative Code 64E-16. Transportation, storage, and/or treatment of medical waste in Florida each require permits (i.e., transportation permit, storage facility permit, treatment permit). Contractor or sub-contractor shall have and maintain relevant permits and comply with the requirements for FAC 64E-16.

3. Georgia Biomedical Waste Related Permits

Transportation, treatment and disposal of biomedical waste in Georgia are governed by the solid waste regulation, GA Environmental Protection Department (EPD) 391-3-4, and more specifically by GA EPD 391-3-4-.15. Per the rule:

“(c) Biomedical waste shall be delivered for storage, including intermediate transfer, and treatment only to a facility or location for which there is a valid and appropriate operating permit as set forth in these Rules.” (391-3-4-.15(5)(c))

4. Foreign Garbage Related Agreements

All businesses, subcontractors, treatment and disposal facilities involved with the management of the Foreign Port of Origin waste(s) will be required to execute a compliance agreement with the United States Agriculture Department or its assignees, as described in 7 CFR 330.

5. DOT Related Issues

Contractor shall be responsible for ensuring all Department of Transportation requirements, including any vehicle labeling/placarding, manifesting, operator training, etc., as required by 49 CFR 100 thru 185, are complied with, as they apply to the modes and quantities transported. As the size/class of the vehicles to be employed are not specified in the contract it shall be the contractors responsibility to ensure all operators have the appropriate class of commercial driver’s license and any required endorsements for the transportation of Regulated Medical Waste.