

EXHIBIT A

SCOPE OF WORK AND RESPONSE TIMELINE

General Objective

The County of Sonoma ("County"), a public agency, is contracting with _____ ("Contractor") to provide Biohazard Cleanup, Removal and Decontamination Services on an "as-needed" basis at any County property.

The Contractor shall furnish all labor, supervision, equipment, and other materials as necessary in accordance with the RFP and all appropriate Federal, State, and local laws and regulations. Contractor shall be prepared to respond to emergency and non-emergency incidents.

Services may include but limited to the cleanup, sanitizing, and off-site disposal of controlled, infectious, and biohazardous substances related to County emergency and non-emergency events.

Contractor will ensure that, in the execution of all services, cross-contamination or exposure does not occur between the affected area and unaffected County areas, associated equipment, personnel, incarcerated persons, animals and members of the public.

Contractor shall respond within 24 hours and acknowledge any request from the County for biohazard services with a response of action plan and mobilization as needed.

Contractor must be available on-call to respond to incidents within 24 to 48 hours and provide after-hours emergency contact information.

Initiation of Work

All work will be initiated by County Personnel and work requests coordinated by telephone contact followed by an email. The initial contact from the County shall contain the following elements, including but not limited to:

1. County's description of incident;
2. Location of incident;
3. Site conditions;
4. Information about access limitations;
5. Identification of potential staging locations;
6. Identification of County's On-Site Point of Contact and contact information.

The Contractor is expected to have the necessary equipment and personnel onsite within 24 to 48 hours from initial contact for emergencies. Contractor shall provide the County with a dedicated single point of contact for use throughout the incident.

Once Contractors' personnel and equipment are at the agreed upon staging location the following will occur:

1. Contractors' designated On-Site Point-of-Contact shall contact County's' designated On-Site Point-of-Contact.
2. County On-Site Point-of-Contact shall provide:

- a. Known site conditions and site access briefing;
- b. A safety briefing;
- c. Direction for work activities;
- d. Detailed log requirements per incident;
- e. Communication expectations.

When servicing County adult detention facilities, Contractor must conform to the requirements and procedures described in Attachment B, “Sheriff’s Office – Detention Facilities Contractors Safety and Security Clearance Requirements and Procedures”.

Personnel

Contractor shall employ individuals that possess all required certifications and training to safely perform the work required. All personnel shall be expected to follow instructions from County On-Site Point-of-Contact or designee.

Equipment Requirements

Contractor shall provide all transportation, tools, materials and equipment, including labels and warning signs required for adequate protection of materials during the packaging, transporting and disposal activities. All the Contractors’ equipment must be in full compliance with all applicable state and federal regulations.

Other Hazardous Materials

Contractor will be responsible for clean-up of any and all hazardous materials resulting from work being performed under this contract. All hazardous material incidents shall be handled in accordance with all Federal, State of California, and Local laws and regulations.

Reporting

Contractor shall submit detailed incident report in a format as specified by the County within 24 to 48 hours covering the prior day’s work activities.

Acceptance Criteria

Once work is complete, County Point-of-Contact or designee and Contractors Point-of-Contact or designee, will perform a site inspection and equipment evaluation to ensure all work has been completed and in conformance with County personnel directions.