

**EXHIBIT 1 – SCOPE OF WORK
REQUEST FOR PROPOSAL NO. PWG-124-SOLID-5190**

C. ROUTINE OPERATIONS, MAINTENANCE AND MONITORING SCOPE OF WORK

The County expects the selected Consultant(s) to perform the following Routine OM&M scope of work to maintain and operate the LFGES in compliance with all federal, state and local regulatory guidelines and permits, while maintaining composition of the landfill gas at a level that supports continuous operation of the flares and in support of the County's LFG Utilization Contractor.

Routine OM&M activities will only occur on the sites with LFGES and flaring stations (Mid-Valley and San Timoteo Sanitary Landfill) and LFGES with GAC or venting to the atmosphere (Hesperia Sanitary Landfill and Yucaipa Disposal Site).

1. Staffing Requirements

- a. Proposer must be able to assign a Project Manager (PM) to perform all management efforts required under the proposed Routine OM&M scope of work. The PM shall be available to County staff on a 24 hour per day, 7 day per week basis and be available to meet with SWMD staff within 24 hours of request. The PM must have a vehicle with the ability to access any of the sites in all weather conditions. As stated above, PM must have a minimum of seven (7) years of experience with LFGES OM&M and must be approved by the County prior to the start of the awarded Contract. The PM's required activities include, but are not limited to:
 - Regular and effective communication with County staff on all aspects of the Contract.
 - Coordination with contracted landfill site operators and LFG Utilization Contractor.
 - Coordination with Non-Routine OM&M Contractors.
 - Monthly site visits.
 - Scheduling and coordination of field technicians.
 - Ordering of materials for Routine OM&M tasks.
 - Preparation of invoices and/or documentation of work efforts.
 - Oversight of report preparation and submittal.
 - Responding to regulatory inquiries and project oversight, etc.
- b. Proposer must be able to provide minimum staffing at each site for the duration of the awarded Contract as follows:
 - Mid-Valley Sanitary Landfill - two (2) full-time (40-hour per week, 8:00 a.m. to 5:00 p.m.) field technicians. One technician must be a Lead Field Technician
 - San Timoteo Sanitary Landfill - one (1) full-time (40-hour per week, 8:00 a.m. to 5:00 p.m.) Lead Field Technician
 - Hesperia Sanitary Landfill - one (1) half time (20 hours per week) Lead Field Technician
 - Yucaipa Disposal Site - one (1) half time (20 hours per week) Lead Field Technician

All Technicians must have a vehicle that can access the site in all types of

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weather conditions. All Technicians must be required to wear a personal 4-gas monitor when on County landfills.

The assigned Lead Field Technicians must not be replaced without the prior written consent of the County's representative. At the written request of the County's representative, any personnel assigned to provide services pursuant to the awarded Contract that the County, in its sole discretion, feels does not meet the minimum experience qualifications, is incompetent, is not fulfilling the Consultant's contractual obligations, is acting in a hostile, unprofessional or uncooperative manner, or for any other reason the County deems reasonable must be removed. Any replacements made shall have experience of a similar nature and duration when compared to the job classification specified in the Proposer's original proposal and must meet the qualifications outlined in the RFP.

- c. Proposer must be able to provide regulatory compliance support as part of the routine services requested pursuant to this RFP. The County is not specifying a quantity of hours to allocate, but the Proposer must be able to provide support as needed.

2. Routine Inspection and Monitoring Activities

Routine OM&M activities and frequencies stated below are minimum requirements. Additional follow-up monitoring and/or re-monitoring may be required based on the results of data evaluation. All collected data shall be uploaded from the Landtec GEM, or approved instrument, to a web-based data management application within 24 hours of the monitoring event. A hard copy of the data must be submitted to the County on a monthly basis.

Consultant must be able to provide and maintain a web-based data management application (Application) capable of storing and managing all information, in an online cloud database subject to reasonable approval by the County, necessary for compliance (including relevant reporting) with Federal, state and local regulations for all County facilities with blower and/or flare stations. The Application must be able to include appropriate security protocols to prevent unapproved access to any and all portions of the Application, including stored data. Selected Consultant may be tasked with providing training at the County's discretion. At a minimum, the Application should provide for:

- Secure online access for direct client data review
- Ability to create site-specific digital forms. Initially, the following forms will be provided by County for immediate incorporation into the application:
 - Daily Sump Monitoring Form.
 - Daily Blower/Flare Station Monitoring Form.
 - Weekly Blower/Flare Station Monitoring Form.
 - Monthly SCAQMD Rule 431.1 H2S Monitoring Form.
 - Quarterly SCAQMD Leak Test Monitoring Form.
 - Cover Integrity form
- Uploading of data, via internet connection, from a LandTec GEM or other approved analytical instrument
- Automatic data validation

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- Trend Graphing for all data. Must allow for customization, print and export as MS Excel and PDF files
- Automatic notification (email and text) of missing data points
- Regulatory Non-compliance/Exceedance notification (email and text)
- Tracking and reminder notifications for Mitigation and Re-monitoring of regulatory Non-Compliance/Exceedance events
- Geospatial range and filter mapping
- Site document storage of sufficient size to hold all regulatory documents and as-built plans
- Data summary reports. Must have the ability to be exported as a MS Excel spreadsheet.

a. Daily Activities (performed each weekday, except Federal holidays and weekends, for the Mid-Valley and San Timoteo Sanitary Landfills only)

- Condensate Collection and Conveyance System Activities
 - Condensate sump pumps shall be inspected for proper operation and recorded on a monitoring form.
 - LFGES shall be inspected for condensate leaks.
 - Automated and manual condensate storage tanks shall be observed for condensate level, leaks, and proper operation.
 - Daily, or when the condensate level exceeds two-thirds of the tank's holding capacity, each of the temporary (field) condensate tanks shall be emptied and the condensate transferred to the condensate holding tank located at each landfill's flare station. The transferring of condensate extracted from sumps and tanks to the on-site holding tank shall be performed using the County supplied transfer trailer located on site. The Maintenance of the associated pumps, tanks, hoses, fittings and trailer will be the responsibility of the selected Consultant. Because of ongoing disposal operations, the number of temporary condensate tanks may vary throughout the year. It is the responsibility of the selected Consultant to budget accordingly.
- The landfill gas composition (%CH₄, %CO₂, %O₂, balance) at the inlet pipe to each flare must be measured and documented on a monitoring form.

b. Weekly Activities (once per week at all LFGES flare stations)

- The LFGES flare stations must be inspected and monitored. The data obtained must be evaluated, and any modifications, adjustments, or recommendations must be implemented during each successive site visit, or immediately if warranted. Inspection and monitoring data must be documented on a site-specific form (provided by the County) and uploaded to the web-based data management application and shall

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include:

- Date, time and signature of monitoring technician.
 - Monitoring instrument ID and daily calibration log for the instrument.
 - Meteorological conditions (e.g., barometric pressure, ambient temperature, etc.).
 - Status of co-generation engines (where applicable).
 - LFGES operating hours/day (i.e., 24hr/day, 7am-1pm, etc.).
 - Operating air compressor(s), blower(s) and flare(s) ID.
 - LFGES flare station inlet header static pressure.
 - Knockout vessel inlet and outlet static pressures and calculated pressure drop across the demister pad.
 - Extraction blower(s) operating (inlet and outlet) temperatures and static pressures.
 - Pressure drop across the operating extraction blower(s).
 - Operating flare(s) inlet LFG concentrations of methane, oxygen, and carbon dioxide; LFG temperature, pitot tube measurement, static pressure, and inside diameter of pipe where these measurements were taken (for back-up flow rate calculations).
 - Flame arrestor inlet and outlet static pressures and calculated pressure drop across the flame arrestors of the operating flare(s).
 - Compliance thermocouple selected location (i.e., top, middle, bottom, etc.).
 - Operating flare(s) operating temperature and operating temperature set points.
 - Operating flare(s) high and low temperature shutdown set points.
 - Operating flare(s) LFG flow rate (utilizing the permanently installed flow meter).
 - Condensate injection flow rate.
 - Approximate amount of condensate in the flare station condensate holding tank.
 - Reactive Organic Gases (ROG) concentration at condensate tank granular activated carbon (GAC) unit outlet (using PID, or equivalent).
 - Flare station flow rate, scfm.
- LFG condensate flare injection rates should be adjusted, as required, to combust collected condensate where possible. Maximum condensate injection rates will comply with applicable Permit to Operate conditions.

c. Bi-Monthly Activities (twice per month for all sites with LFGES)

- LFG extraction wells must be monitored at a minimum interval of twice per month. The following data must be collected and recorded for each well:

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- LFG temperature.
 - Wellhead static pressure.
 - Header static pressure.
 - LFG methane concentration.
 - LFG oxygen concentration.
 - LFG carbon dioxide concentration; and
 - LFG flow rate. Use of velocity meters, calibrated orifice plates, and/or pitot tubes are acceptable for flow rate calculations.
 - All above grade LFG conveyance headers must be inspected for proper grading and alignment. Lateral LFG conveyance piping, with a diameter of four (4) inches or less, connecting the wellheads to the main header must be re-graded, under the routine scope of work. A minimum of 1% gradient is required to minimize potential condensate build up.
 - After each monitoring event is completed, monitoring data must be documented on a site- specific form (provided by the County) and uploaded to the web-based data management application. Data must be evaluated within 72 hours by the Project Manager, and well flow- rate or vacuum adjustments for each well must be implemented. Adjustments must consist of varying the well's individual flow control valve as needed. After each adjustment is performed, the system should be allowed to reach equilibrium before any additional adjustments are made.
 - Follow-up monitoring must be conducted, and extraction wells adjusted in response to non- compliant conditions (exceedances) and system balancing on an as-needed basis.
- d. Monthly Activities (once per month for all LFGES GAC and/or Blower stations)**
- The Project Manager must inspect each of the site LFGES and complete an inspection form (provided by the County). A copy of the inspection form must be included with the corresponding monthly report. The inspection form must document any deficiencies found and recommended repairs. All deficiencies discovered during the inspection must be brought to the attention of County within 24 hours of discovery.
 - The LFGES GAC and Blower stations must be inspected and monitored monthly. The data obtained must be evaluated, and any modifications, adjustments, or recommendations implemented during each successive site visit, or immediately if warranted. Inspection and monitoring data should be documented on a site-specific form (provided by the County) and uploaded to the web-based data management application and include:
 - Date, time and signature of monitoring technician.

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- Monitoring instrument ID and daily calibration log for the instrument.
- Meteorological conditions (e.g., barometric pressure, ambient temperature, etc.).
- LFGES operating hours/day (i.e., 24hr/day, 7am-1pm, etc.).
- Operating air compressor(s), blower(s) and GAC(s) ID (where present).
- LFGES station inlet header static pressure.
- Knockout vessel inlet and outlet static pressures and calculated pressure drop across the demister pad.
- Extraction blower(s) operating (inlet and outlet) temperatures and static pressures.
- Pressure drop across the operating extraction blower(s).
- Flame arrestor inlet and outlet static pressures and calculated pressure drop across the flame arrestor(s) in the LFGES.
- Approximate amount of condensate in the condensate holding tank (where present).
- Station inlet LFG concentrations of methane, oxygen, and carbon dioxide; LFG temperature, flow rate, static pressure, and inside diameter of pipe where these measurements were taken.
- Reactive Organic Gases (ROG) concentration at condensate tank granular activated carbon (GAC) unit outlet (using PID, or equivalent).
- A LFG sample will be collected from the inlet and outlet of the active GAC unit using a new tedlar bag. These samples must be analyzed by the selected Consultant's approved laboratory for total gaseous non-methane organic compounds (TGNMO) and selected Consultant shall determine if breakthrough has occurred. The TGNMO results shall be reported as methane, as hexane and as hexane at 3% oxygen. In addition, the sample will be analyzed for fixed gases, SCAQMD Rule 1150.1 toxic air compounds (TAC), total organic compounds (TOC) and hydrogen sulfide (H₂S) compounds.
- All perimeter LFG migration monitoring probes shall be monitored for TOC using a portable FID or alternative AQMD-approved instrument. Prior to recording a final value for TOC, the probe shall be evacuated until the TOC concentration remains constant for at least 30 seconds.

3. SCAQMD Rule 1150.1 and Rule 431.1 Monitoring and Sampling Activities (for the Mid-Valley and San Timoteo Sanitary Landfills only)

All work under the 1150.1 monitoring program must be performed in accordance with the SCAQMD Guidelines for Implementation of Rule 1150.1 (Guidelines) and Rule 431.1 and site specific Compliance Plans prepared for the Mid-Valley and San Timoteo Sanitary Landfills. Proposer must be able to provide all labor, equipment and resources necessary for the full completion of these tasks including, but not limited to, portable flame ionization detectors, tedlar bag

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sampling apparatus, ambient air samplers, and full time wind speed and direction stations. In compliance with each site's Rule 1150.1 compliance plan, Proposer must be able to perform the following tasks for the duration of the awarded contract:

a. Instantaneous Surface Monitoring

Instantaneous Surface Monitoring (ISM), including field procedures and equipment, must be conducted in accordance with the Guidelines and the approved Compliance Plan for each landfill.

The entire surface of the disposal area of each landfill has been divided into monitoring grids to be used for all instantaneous and integrated surface monitoring/sampling.

Instantaneous measurements of TOC concentrations immediately above the surface of the grids must be obtained using a portable flame ionization detector (FID), which meets Guideline specifications. An inspection of the landfill surface must also be performed during instantaneous surface monitoring to identify cracks or fissures in the landfill cover that could be potential pathways for LFG to escape to the atmosphere. Surface areas of the landfill at which TOC concentrations exceed 500 ppm must be marked with flags, identifying the areas in need of remediation.

To initiate remediation, the notification must be made to the Site Supervisor of the landfill and the County Project Manager (PM) of exceedance areas within 24 hours of identification. In addition, a notification letter must be sent to the County PM. Coordination with the County PM (or his designee) must occur to enact remediation measures. The selected Consultant must be responsible for remediation measures related to the operation of the LFGES, including, but not limited to, adjustment of extraction wells in the general vicinity. The County shall provide additional compacted cover material to specific exceedance areas when necessary.

Following implementation of mitigation measures, and within 10 days of the initial exceedance, all exceedance areas must be re-tested; and, within 24 hours, notification must be made to the County PM of continued non-compliance. Two attempts at remediation and re-monitoring must be performed. In accordance with the Guidelines, if an exceedance still exists after two remediation attempts, recommendations of LFGES modifications must be made to the County, to bring the landfill into compliance with the applicable regulatory requirements.

As a means of tracking remediation of exceedance areas, ISM Data Sheets must be filled out and must be provided to County in electronic format (CSV file). The data must include the exceedance location (latitude, longitude), grid id, exceedance concentration, date, and time of when the surface monitoring is conducted. In addition, hardcopies of the ISM Data Sheets must be also submitted to County. The County PM must be notified in writing of any outstanding exceedances at the end of each month.

b. Integrated Surface Sampling and Analysis

Integrated Surface Sampling (ISS), including field procedures and equipment, must be conducted in accordance with the Guidelines and the approved

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Compliance Plan for each landfill.

One integrated surface sample will be collected from each of the established sampling grids during each sampling event. Any samples containing greater than 50 ppmv TOC must be recorded as an exceedance and the grid must be identified as an area in need of remediation. In addition, integrated surface samples shall be collected from the two grids containing the highest concentration of methane. All samples must be delivered to an approved analytical laboratory for analysis within 72 hours of sampling.

To initiate remediation, notification must be made to the Site Supervisor of the landfill and the County PM of exceedance areas within 24 hours of identification. In addition, a notification letter shall be sent to the County PM.

Coordination must occur with the County PM (or his designee) to enact remediation measures. The selected Consultant will be responsible for remediation measures related to the operation of the LFGES, including, but not limited to, adjustment of extraction wells in the general vicinity. The County shall provide additional compacted cover material to specific exceedance areas when necessary.

Following implementation of mitigation measures, and within 10 days of the initial exceedance, all exceedance areas must be re-monitored; and, within 24 hours, the County Project Manager must be notified of continued non-compliance. Two attempts at remediation and re-monitoring shall be performed. In accordance with the Guidelines, if an exceedance still exists after two remediation attempts, recommendations of LFGES modifications must be made to the County to bring the landfill into compliance with the applicable regulatory requirements.

As a means of tracking remediation of exceedance areas, ISS Data Sheets must be filled out and must be provided to County in electronic format (CSV file). The data must include the exceedance location (latitude, longitude), grid id, exceedance concentration, date, and time of when the surface monitoring is conducted. In addition, hardcopies of the ISM Data Sheets must be also submitted to County. The County PM must be notified in writing of any outstanding exceedances at the end of each month.

c. Ambient Air Sampling and Analysis

Ambient air sampling, including field procedures and equipment, must be conducted in accordance with Guidelines and the approved Compliance Plan for each landfill.

Ambient air sampling must be conducted over two continuous 12-hour periods. One sample must be collected for each 12-hour period from each upwind and downwind sampler and must be forwarded to the laboratory for analyses. All samples must be delivered to an approved analytical laboratory for analysis within 72 hours of sampling.

d. LFG Sampling and Analysis

LFG sampling, including field procedures and equipment, shall be conducted in accordance with the Guidelines and the approved Compliance Plan for each landfill.

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LFG samples shall be collected from the main LFG header line entering the blower/flare station. All samples must be delivered to an approved analytical laboratory for analysis within 72 hours of sampling.

e. Perimeter Probe Monitoring, Sampling and Analysis

All Rule 1150.1 landfill gas migration monitoring probe monitoring and sampling must be conducted in accordance with the Guidelines and the approved Compliance Plan for each landfill.

The selected Consultant will be responsible for monthly monitoring and requisite sampling of all probes. All refuse boundary gas probes shall be monitored for TOC as measured using a portable

FID or alternative SCAQMD approved instrument. If the TOC concentration, as measured by the FID, is below 5% by volume as methane in all probes, then collect a single Tedlar bag sample from the probe containing the highest methane concentration. All collected samples must be delivered to an approved analytical laboratory for analysis within 72 hours of sampling.

If one or more probes contain TOC at a concentration greater than 5% by volume as methane, then collect Tedlar bag samples from each of the probes having a TOC concentration greater than 5% by volume as methane, up to a maximum of five probe samples collected. If more than five probes contain TOC at a concentration greater than 5% by volume as methane, Tedlar bag samples must be collected from the five probes having the highest TOC concentration. All collected samples must be delivered to an approved analytical laboratory for analysis within 72 hours of sampling.

In addition, for each monitored probe containing greater than 2% methane, ISM of the surface area between the probe and refuse footprint must be conducted within two (2) weeks of the probe being monitored. This task must be performed at the same interval as probe monitoring.

f. Flare/Blower Station Component Leak Test

All leak test sampling, including field procedures and equipment, must be conducted in accordance with the Guidelines and the approved Compliance Plan for each landfill.

Flanges and connections in each flare and blower station will be monitored using a portable flame ionization detector (FID), which meets the specification outlined in the Compliance Plan for each site or the regulations. Any component under positive pressure exceeding 500 ppm TOC measured as methane will be recorded. The County PM must be notified within 24 hours if any exceedances are identified during the leak test.

g. Wellhead Gauge Pressure

Monitoring of all landfill gas extraction wellhead gauge pressure (compared to atmosphere), including field procedures and equipment, must be conducted in accordance with the Guidelines and the approved Compliance Plan for each landfill.

For each site where LFG extraction well monitoring is performed, each well head must be monitored monthly to determine the gauge pressure on the upstream side of the wellhead control valve (i.e. static pressure on the

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landfill side of the control valve). Any positive pressure reading must be recorded, corrective action taken, and the County PM notified in writing.

For each site where the County performs LFG extraction well monitoring, well head data will be uploaded to the web-based data management application for use in report preparation.

h. SCAQMD Rule 431.1 Sampling and Analysis

SCAQMD Rule 431.1 total reducible sulfur compound sampling and analysis must be conducted on a monthly basis in accordance with the Guidelines and the approved Compliance Plan for the Mid-Valley and San Timoteo sites only. LFG samples must be collected from the main LFG header line entering the blower/flare station. All collected samples must be delivered to an approved analytical laboratory for analysis within 72 hours of sampling.

Results of TRS sampling and analyses must be integrated into the Rule 1150.1 quarterly reports for each site.

i. Quarterly Reporting

Site-specific Rule 1150.1 Quarterly Monitoring Reports must be prepared and submitted in compliance with the schedule below. Each report must include an executive summary, a separate discussion of each task completed, summary tables of field measurements and laboratory analytical results, and a site map showing the locations of all monitoring points. Field data sheets

and laboratory analytical reports must be included as appendices. Submittal deadlines are as follows:

Within 30 calendar days of the end of each quarterly period, Draft Reports must be submitted to the County for review and comment.

Within 40 calendar days of the end of each quarterly period, comments received must be incorporated and Final Draft Reports submitted to the County for review,

Within 45 calendar days of the end of each quarterly period, the Final Reports must be submitted to SCAQMD under signed County letter. The selected Consultant will be held liable for any fines imposed by the SCAQMD should the reports not be submitted on time. Fines assessed will be deducted from the awarded contract as liquidated damages.

j. Annual Reporting

Site-specific Rule 1150.1 Annual Reports must be prepared and submitted in compliance with the Guidelines and the approved Compliance Plan for each landfill. Report must include all required information for the previous calendar year (January 1 – December 31st). Submittal deadlines are as follows:

On or before February 15th, Draft Reports must be submitted to the County for review and comment.

On or before March 1st, comments received must be incorporated and Final Draft Reports submitted to the County for review,

On or before March 15th, the Final Reports must be submitted to SCAQMD under County letter. The selected Consultant will be held liable for any fines

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imposed by the SCAQMD should the reports not be submitted on time. Fines assessed will be deducted from the awarded contract as liquidated damages.

k. Annual Source Testing And Reporting

Emissions source testing must be conducted during the second quarter of each calendar year at the Mid-Valley Sanitary Landfill (currently 3 flares), San Timoteo Sanitary Landfill (1 flare) and Yucaipa Disposal Site (GAC), in accordance and compliance with the Guidelines, the approved Compliance Plan and SCAQMD Permit to Operate for each landfill.

As stated in Section B, during the contract term, the County will be replacing the existing flares located at the MVSL and STSL to comply with SCAQMD Rule 1118.1. At that time, emissions source testing must be conducted on the replacement flares, must follow the guidelines and protocols and must be in compliance with the new SCAQMD Permits.

Source testing protocols must be prepared in accordance with previously established and SCAQMD approved methodologies. Consultant is responsible to submit to the SCAQMD the source test protocols for each facility prior to conducting the flare source tests. Each flare must be tuned to its optimum operating condition prior to performing official source tests. After the laboratory results are obtained, and within 45 days of completion of on-site sampling, a draft source test report must be prepared and submitted to the SWMD for review. The report must include all pertinent and necessary data to meet SCAQMD approval, including, but not limited to, an executive summary, a separate discussion of each test performed, summary tables of field measurements and laboratory analytical results, instrument calibration logs, and description of sampling points. Every effort must be made to meet emission compliance limits. In the event that any flare fails the source testing due to negligence by the selected Consultant or its subcontractors, the cost of all required retesting shall be borne solely by the selected Consultant.

5. Reporting

Reporting is required by various regulatory agencies. Draft reports shall be prepared and submitted to the County thirty (30) days prior to due date presented in a clear, concise and professional manner, and submitted under County cover letter. For all reports, one (1) hardcopy and one (1) full copy in PDF and Word/Excel format on flash drive must be submitted. Proposers must be able to comply with reporting requirements, which include, but are not limited, to the following:

a. Monthly LFGES OM&M Reporting

The County internal LFGES OM&M Report (all sites having an LFGES facility) is due on the 15th day of the month following the monitoring period. This report must be prepared for the County and contain all data collected and a summary of all activities performed during the previous month. Field monitoring data, well adjustments performed, Project Manager's inspection forms and the updated LFGES maintenance schedule spreadsheet shall be

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included with the monthly reports. Recommendations regarding additional maintenance, repairs and/or system modifications must be provided for County's evaluation.

b. Monthly Condensate Handling Report (for the Mid-Valley Sanitary Landfill only)

The Condensate Handling Report is due the 10th of the month following the monitoring period. This report must be prepared for County and address the previous month's condensate activities.

and shall include the general overall condensate management system status; any problems or potential problems found, and the remedial action performed to mitigate problem; and daily monitoring forms.

c. Semi-Annual Title V Reporting (for the Mid-Valley and San Timoteo Sanitary Landfills only)

The Title V Semi-Annual Reports are due on the 15th day of the month following the monitoring period (August 15th and March 15th). This report must be prepared for the County and contains all necessary compliance forms, statement of monitoring performed, and information of all deviations from permit conditions.

d. Annual Title V Report (Mid-Valley and San Timoteo Sanitary Landfills only)

The Title V Annual compliance Certifications are due on March 1 following the annual monitoring period. This report must be prepared for the County and contains all necessary compliance forms, statement of monitoring performed, and information of all deviations from permit conditions.

e. Annual Federal Greenhouse Gas Mandatory Reporting Rule Report (Mid-Valley and San Timoteo Sanitary Landfills, and Yucaipa Disposal Sites)

f. Annual Startup, Shutdowns and Malfunctions (SSM) Reports (Mid-Valley and San Timoteo Sanitary Landfills)

g. Semi-annual SSM Reports (Mid-Valley and San Timoteo Sanitary Landfills)

h. Semi-annual New Source Performance Standards (NSPS) Reports

i. Annual-AB 32 Landfill Methane Rule Report (Mid-Valley and San Timoteo Sanitary Landfills and Yucaipa Disposal Sites)

j. SCAQMD Annual Emission Report (AER) and Fees (Mid-Valley and San Timoteo Sanitary Landfills).

k. SCAQMD Annual and Quarterly Rule 1150.1 Reports (Mid-Valley and San Timoteo Sanitary Landfills).

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- I. SCAQMD Annual and Quarterly Rule 431.1 Reports (Mid-Valley and San Timoteo Sanitary Landfills)**
 - m. SCAQMD Annual GAC Effectiveness Report for the Yucaipa Disposal Site (Site Permit requirement).**
 - n. MDAQMD Comprehensive Emissions Inventory Update Survey, Plan and Report (Hesperia Sanitary Landfill).**
 - o. MDAQMD 1126 Quarterly Report**
 - s. MDAQMD Annual LFGES OM&M Report (Hesperia Sanitary Landfill)**
 - t. Any other report required by the regulatory agencies not listed.**
- 6. Routine Maintenance Activities**

Regular maintenance of all LFGES equipment is an integral part of the Routine OM&M portion of the Project. General maintenance schedules for each LFGES are contained in Attachment N – “Maintenance Schedules for LFGES.” Please note that these schedules are not comprehensive, and Proposer will need to understand and be able to implement all equipment manufacturers’ recommended regular periodic maintenance tasks. The County reserves the right to add or delete tasks to the maintenance schedules as equipment is added or deleted, or at the County’s discretion. Maintenance required for added equipment after contract award will be compensated on a non-routine work order.

Please note that for MVSL and STSL, a projected future LFGES maintenance schedule has been included for reference. The County anticipates this system to be completed during the contract period. Once built the selected Consultant will be required to use the expanded maintenance sheet and compensated according to their submitted cost proposal in Attachment F.

Under the Routine OM&M portion of this Project small repairs must be made in a timely manner once discovered. These small repairs include replacing or repair of small flex hoses (4-inch diameter or less), short lengths (6 feet or less) of small diameter (4 inches or less) header, air supply and conveyance piping, re-grading of headers on supports and on the ground, adjustments to wellheads due to settlement, and replacement of damaged labcock valves. Repairs shall be performed in a timely manner to ensure the efficient and effective operation of the LFGES. If, in the course of performing Routine OM&M activities, if equipment or portions of the LFGES are found to be in need of repairs that fall outside the scope of the Routine OM&M scope of the Project, the Proposer must be able to assist the County in preparing a non-routine task order describing the necessary repairs and assist the non-routine contractor in the preparation of a non-routine task order. By August 15th of each year, the County must be provided with a list of required and needed spare parts for each of the LFGES.

Twice per calendar year, in the second and fourth calendar quarters, all vegetation around LFG conveyance headers, LFG extraction wells, condensate tanks, vaults, probe locations, blower facilities, flare facilities and any other LFGES-related structure must be shorn to a maximum of 6 inches in height.

Cellular modem services at all sites with LFGES (flaring and GAC) must be provided

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and maintained.

7. Project Administration

a. Coordination with County's Contracted Landfill Operator and Landfill Gas Utilization Contractor

Coordination with the contracted landfill operators' field staff is required at the active landfills. Proposer must be able to meet with the County's contracted landfill operations lead staff on a regular basis to minimize the impacts of landfilling activities on the integrity of the existing LFGES. This effort is necessary to ensure that at each of the active landfills no more than 5 landfill gas extraction wells shall be off-line at any given time to facilitate landfill operations. Within this criterion, a dual well

assembly constitutes one landfill gas extraction well. Furthermore, services provided must be conducted with County to minimize the impact of its contractual performance on landfill operations. Cooperation with all other contractors performing activities at the landfill sites is required.

The County has entered into an agreement with a different Contractor outside the scope of this RFP for the utilization of LFG resources generated at the Mid-Valley Sanitary Landfill. The work described herein must be provided in a timely and adequate fashion while performing its contractual obligations. Assistance must be provided to the County as it efficiently performs its commensurate contractual obligations to the LFG Utilization Contractor by minimizing the number of LFGES shutdowns and the duration of each shutdown under the awarded contract. The selected Consultant shall neither provide directives to the LFG Utilization Contractor, nor take action based on directives or requests received from the LFG Utilization Contractor.

b. Project Progress Meetings

Good communication between the selected Consultant, the regulators, and County staff is critical to the success of this project. The selected Consultant's Project Manager should formally meet on a monthly basis with County's personnel at County's office to discuss the Project's status.

Proposer must be able to attend meetings with the Local Enforcement Agency (LEA), SCAQMD, MDAQMD and other regulatory staff as necessary during the awarded contract. One-hour meeting per month should be incorporated into the Proposal. These need not be scheduled, just assumed.

c. Project Safety

Prior to any work being performed, the selected Consultant shall provide site-specific health and safety plans for each of the Mid-Valley, San Timoteo and Hesperia Sanitary Landfills and Yucaipa Disposal Site. The health and safety plans must be submitted to the County within 45 days of the contract award date and must address issues and concerns facing personnel performing all Routine OM&M activities. At a minimum the following subjects must be covered:

- Injury and illness prevention.
- Respiratory protection program.
- OSHA and SCAQMD excavation standards.

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- Identification of health and safety hazards.
- Drilling operations.
- Hot work and welding.
- Handling LFG and LFG condensate.
- Confined space entry.

A letter must be submitted to the County certifying that the selected Consultant and all sub-contractors are in compliance with section 1509 and 1510 of the Cal OSHA Construction Safety Orders.