



CITY OF HUNTINGTON BEACH

Finance Department Fiscal Services – Purchasing Division

Lori Ann Farrell
Director of Finance

June 22, 2011

RE: Questions & Answers from Jobwalk of June 17,2011

Below are the answers to the questions that were asked from the Jobwalk that took place last Friday June 17, 2011.

Scope of Work

- Will the current bid consider an offer for Maintenance, Repair and Operation of the City of Huntington Beach Oil Wells with a different compensation structure for the Management and Coordination of Project Improvements or Facility Refurbishment (e.g. re-locating a Flow Line, installing vapor recovery system, bringing in compliance with government agencies regulations the equipment, deepening wells, performing horizontal drilling, etc)? **The current bid is for the maintenance and operation of the City wells and tank farm facility. Major facility improvements such as you listed (re-locating a Flow Line, installing vapor recovery system, bringing in compliance with government agencies regulations the equipment, deepening wells, performing horizontal drilling, etc) would be outside the scope of what the City views as "normal pumper duties" and would be done as a City facility improvement or upgrade.**

- Does the bid has to focus only on operation and maintenance or will it include improvements as well? **See above.**

- Does the city have well maintained well files and previous operators records for all three wells and Miley Keck tank farm? **No. Records for these wells are incomplete.**

- Are designated days and times to ship oil into the pipeline? **Typically, oil is shipped once a month, towards the end of the month.**

- How long does the shipping of oil take on an average? **Four to six hours.**

- Are the shipping pump and motor working? **Yes, they work. However, there are major repairs to be made as a City facility repair.**

Who is responsible for their maintenance? **Pumper for minor repairs and maintenance. City major repairs to be made as a City facility repair.**

How long does this equipment typically run? **Four hours.**

Is there a third party involved in the maintenance? **Yes, City of Huntington Beach.**

- Where does the responsibility for the bidder start and end in the shipping process? **Bidder is expected to coordinate with the Crimson Pipeline Company to facilitate monthly shipping tasks.**

- Is there a vapor recovery systems at the tank farm? **Yes, currently in need of City facility repair.**

Who will be in charge of maintaining it? **Pumper would be responsible for operation, minor repair and maintenance. Major repairs would be the responsibility of the City.**

- Is there a Spill Prevention Control and Countermeasure Plan (SPCCP) in place? **In draft form at this time.**

Who is responsible for maintaining it updated and ion effect? **City of Huntington Beach is responsible for the maintenance and updates. The City Radiological Officer is responsible for the "Ion Effect".**

- Is there a 24 x 7 Emergency Response line currently active? **Yes, via 911. This is a City-owned and operated facility. The City maintains required emergency contact numbers on the operator signs at each location. THE PUMPER IS REQUIRED TO BE ABLE TO RESPOND IN AN EMERGENCY. Please review the bid.**

If not, is it necessary and who will be responsible for maintaining it? **City of Huntington Beach**

Facilities Maintenance

- Are the gathering flow lines registered at the Department of Transportation (DOT)? **No.**

- How long ago was the last hydro-test performed on the flow lines and at what pressure? **Unknown. We are currently in the process of obtaining bids for this work. The pumper is expected to help facilitate this work.**

- What is the working pressure of the flow lines? **40 psi.**

- Are there any maps of the location of the flow lines through the parking lot and the city streets? **Yes.**

If not, will the City of Huntington Beach pay for the location of the flow lines? **No.**

- Is it necessary to maintain daily dig alerts and the paperwork associated with it for the gathering pipeline or flow-lines?

Who is in charge of performing this task?

- Is there currently a gas leak test performed on the facilities? **Yes.**

is there a schedule for performing a gas leak test? **Yes.**

- How often are the pumping units serviced? **As needed.**

Is there a program for inspecting their mechanical integrity? **Viewed as a routine pumper duty.**

- Is there a designated service provider for the pumping units service or is it responsibility of the pumper to contract a supplier? **It is the responsibility of the pumper to recommend this activity when needed and for the pumper to assist and manage this service.**

- How long ago was the electric network last tested? **The electrical service is is currently undergoing a major facility upgrade by the City.**

Is it in compliance with the current fire code requirements? **No, The electrical service is is currently undergoing a major facility upgrade by the City.**

- The units run on electric motors, are these electric motors explosion proof? **The electrical motors are currently undergoing a major facility upgrade by the City.**

What are the RPMs of these motors? **Approximately 1700 rpm.**

Does the city keep any spares of these motors? **No.**

- Is there a pre-specified format for presenting progress reports to the Fire Department on regular meetings? **Not at this time.**

- Will there be a hot line for contacting the fire department regarding any problems with oil wells on a 24 x 7 basis? **Oil Field Inspector and the Fire Marshal are available by cell phone 24 hours.**

Facilities Operations

- At the tank farm there are two wash tanks and two production tanks, are all of them in use currently? **No.**

Are they approved and in compliance with current DOG and AQMD regulations, including tank thickness regulation that will come into effect this summer? **No. It is the City's understanding that the DOGGR guidelines for the tank thickness regulations are not yet available.**

- What is the current flow and operation pattern of these tanks? **Produced fluid flows to the wash tank, is separated with the waste water flowing to three clarifiers and is disposed of in the municipal sewer. Crude oil from the wash tank is collected in the product tank prior to monthly shipment via Crimson Pipeline.**

Are they used alternatively or all fluid comes into both wash tanks and oil flows into both production tanks?

- Is the secondary containment wall approved by DOG? **Yes.**

- Is there a maintenance program for the clarifiers at the tank farm? **Yes.**

What will be the responsibility of the pumper with respect to the clarifiers? **Yes.**

Is there a third party involved in the testing and maintenance of the clarifiers currently? **Yes.**

- How is the waste water disposed currently? **Sewer.**

Is it trucked out? **No.**

Is it disposed into the sewer? **Yes.**

What are the current requirements from the Orange County Sanitation District with respect to the disposal of water? **That the City meet all OC Sanitation District requirements.**

Does the current operating practice comply with these requirements? **Yes.**

- Is there a record on the frequency in which the wells go down and the main causes why they went down? See next answer.

When was the last time the wells were down? **Civic Center # 1 was down 11-2010 with a hole in the tubing. Civic Center # 3 was down 6-2011 with a disruption to the 480v electrical service. Civic Center # 2 has not been down in the last year.**

- In terms of the gas produced, can you share with us the amount of mcfgs produced per day? **Unknown.**

How is the gas currently produced disposed off if the well's vapor recovery system is not in operation currently?
Wells are not currently producing an appreciable quantity of gas at this time.

How about in the tank farm, how are the vapors disposed and treated? Vapor collection system and a line heater.

- Who is the current supplier/advisor for chemical treatment of the wells and the oil produced? Baker-Hugh. The City is currently exploring other sources of this service.

What type of tests have been performed to select the chemicals to apply (and the company) and when was the last time these tests were performed? See above answer.

- Is a 40 Hour Training certification needed to handling the chemicals? See above answer.

- What emergency shut offs are in currently in place (high fluid level, gas leak, stuffing box, water leg)? None. pumper would be responsible for recommending such equipment.

Is the city responsible for installing these shut offs? Depends on the recommendation from the pumper.

Will the pumper work require coordination of the installation if they are not in place? Yes.

- How often are all operating systems tested?

Facility Refurbishment

- How will the approval process for hiring outside contractors work for Project Improvements and Facility Refurbishing? Depends on the work needed and if City staff is able to do the work or if a outside service is required.

- Are there preferred or designated contactors for the following services: rig, vacuum trucks, pumping units, tank repairs, cranes, hot oil trucks, electric repairs, motor maintenance? Yes.

- Is there any equipment own by the city for servicing the wells (e.g. tractor, truck, crane, fork lift, etc.)? Depends on the work needed and if City staff is able to do the work or if a outside service is required.

- Besides Hazardous material first response certification and pipeline certification, are there any other certifications (e.g. OQ, 40 Hrs hazardous waste training, etc) required or desirable to have? Any additional certification is welcome and desirable.

Best of luck,

Marilyn Goldstein
Buyer