

## MOTION – XIII.C.2. (LATE ITEM)

Director Fournier:


The Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to execute a contract with Tawny Company Inc. dba Lakes Region Environmental (“LRE”) for cleaning, inspection, and conversion of the recreational diesel tank to gasoline at the Hampton Harbor Marine Facility prior to the upcoming peak summer boating season, in an amount of \$21,688.24, and authorizes additional contract expenditures as-needed so that the total contract amount does not to exceed \$25,000.00; all in accordance with the memorandum of Richard Hartley, Assistant Director of Ports and Harbors, dated June 12, 2025, attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board waives the RFP requirement for the following reasons:

- LRE's Specialized Services: LRE's proposal includes OSHA-compliant confined space protocols, hazardous waste handling, and ICC-certified fuel system technicians — specialties not widely available among general contractors.
- Comprehensive Proposal: LRE's quote provides both the UST cleaning and equipment conversion in a single mobilization, ensuring minimal disruption to pier operations.
- Cost-Effective: The base price of \$21,688.24 is well below internal estimates for segmented vendor contracts and reflects competitive industry rates.
- Time Sensitivity: The UST must be cleaned and converted ahead of the peak summer marine season. LRE is available for mobilization in the near term and can complete the work within the required seasonal window. The Division has attempted to obtain other quotes for the work, but other prospective vendors have not been responsive.
- Site Familiarity and Compliance Preparedness: LRE has worked on similar waterfront infrastructure projects and has included all applicable NHDES documentation preparation and permitting within the scope. Their familiarity with NHDES protocol will streamline the compliance inspection process.

**NOTE: THIS REQUIRES FIVE (5) AFFIRMATIVE VOTES**

# Memorandum

To: Pease Development Authority (PDA), Board of Directors  
Date: June 12, 2025  
From: Richard Hartley, Asst. Director of Ports and Harbors   
Re: Hampton Harbors- Recreational Tank Swap Project

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The Division of Ports and Harbors ("the Division") respectfully requests the Pease Development Authority Board of Directors approve a waiver of the formal bid process and authorize the procurement of professional services related to the cleaning and conversion of the existing underground diesel fuel storage tank (UST) located at the Hampton Harbor State Pier, 1 Ocean Blvd, Hampton, NH.

The Division operates a 10,000-gallon underground diesel fuel storage tank at the Hampton Harbor State Pier, originally installed to support marine operations and Division assets. This UST is now scheduled for cleaning, inspection, and conversion from diesel to gasoline use in accordance with DES Env-Or 400 and NFPA compliance regulations.

The Division has engaged in exploratory market research and scoped the technical and regulatory requirements for this work. Given the specific environmental and compliance constraints, as well as site limitations, the Division has determined that a specialized vendor with demonstrated experience and full capability to provide cleaning, inspection, transport/disposal, and UST system upgrades is required.

Tawny Company Inc. dba Lakes Regional Environmental ("LRE") has submitted a comprehensive proposal dated June 6, 2025. LRE is not a current contractor for the Division of Ports and Harbors but has been identified through market research as a qualified provider capable of meeting the technical scope and compliance requirements of this project. LRE is a certified environmental contractor with direct experience in hazardous materials, confined space entry, and certified tank system upgrades. Their proposal meets the Division's technical, regulatory, and scheduling needs.

## Scope of Work

### Scope I – Tank Cleaning and Inspection

- Clean and inspect one (1) 10,000-gallon underground diesel storage tank
  - Provide vacuum truck services, sludge removal, confined space entry and atmospheric testing
  - Ensure compliance with OSHA and NHDES regulations
  - Reconnect existing components and replace gaskets/hardware as needed
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#### Scope II – Tank Conversion from Diesel to Gasoline

- Removal and replacement of tank components to support gasoline fuel
- Install Red-Jacket FX1 leak detector, Veeder-Root monitoring systems, and OPW hardware
- Reuse existing piping and electrical infrastructure (where feasible)
- Final cleanup and preparation for commissioning by others

Total Base Price: \$21,688.24

Additional disposal or system repairs beyond the base contract will be invoiced separately as detailed in LRE's submitted unit rates.

#### Reasons for Requesting Waiver:

The Division respectfully requests the Board grant a waiver of the statutory RFP requirement and allow the award of this contract to LRE for the following reasons:

- Specialized Services: LRE's proposal includes OSHA-compliant confined space protocols, hazardous waste handling, and ICC-certified fuel system technicians—specialties not widely available among general contractors.
- Comprehensive Proposal: LRE's quote provides both the UST cleaning and equipment conversion in a single mobilization, ensuring minimal disruption to pier operations.
- Cost-Effective: The base price of \$21,688.24 is well below internal estimates for segmented vendor contracts and reflects competitive industry rates.
- Time Sensitivity: The UST must be cleaned and converted ahead of the peak summer marine season. LRE is available for mobilization in the near term and can complete the work within the required seasonal window. The Division has attempted to obtain other quotes for the work, but other prospective vendors have not been responsive.
- Site Familiarity and Compliance Preparedness: LRE has worked on similar waterfront infrastructure projects and has included all applicable NHDES documentation preparation and permitting within the scope. Their familiarity with NHDES protocol will streamline the compliance inspection process.

#### Conclusion:

Given that Hampton Harbor is the only recreational fueling option in the area, and boating season is upon us, DPH wants to ensure fuel is provided to boaters. Due to this and the urgency of the project timeline, the environmental compliance requirements, and the specialized nature of the work, the Division respectfully requests that the PDA Board authorize a waiver of the RFP process and approve award of the contract to Lakes Regional Environmental in the amount of \$21,688.24 plus any authorized additional work not to exceed \$25,000 total.

Supporting documentation, including the full proposal and line-item rates for additional work, is available for review.

The Division is happy to answer any questions or provide additional clarification.

## Proposal

Pease Development Authority  
Division of Ports & Harbors  
555 Market Street  
Portsmouth, N.H. 03801

June 6, 2025

### Re: Underground Fuel Storage Tank & Equipment Conversion-2025

Location: Hampton Harbor State Pier  
1 Ocean Blvd  
Hampton, New Hampshire  
UST Facility # 0-113862 / DES Site: # 200105020  
(DES Tank No: 1 – Diesel Fuel)

### Description of Scope I Underground Fuel Storage Tank Cleaning

Provide services to Clean and Inspect the Interior of One (1) 10,000 Gallon Underground (Diesel Fuel) Storage Tank The following includes travel, labor & equipment specified below;

- A. Prior to our arrival the owner will have the “good usable fuel” pumped out of the tank and paid for by the owner. *(during this the UST system will be shut down for cleaning)*
- B. Also prior to arrival the tank should be as low as possible. We should be advised as to the amount of fuel in the tank. Note: this quote is based on having the tank empty and available for cleaning, any additional trips will increase the contract about below.
- C. An adequate area must be made available to stage our equipment and operations. It is also imperative that the general public be excluded from the area. A section of the tarmac and /or refueling area will need to be closed during the cleaning process. Note; Every effort will be made to minimize the impact; however, this may not be possible do to circumstances beyond our control.
- D. Safety barricades will be installed around the site for public safety during tank cleaning.
- E. Disconnect the existing spill bucket and vent line connected to the tanks manway to enter the tank. Note: the condition of the equipment (spill bucket & vent line) is unknown additional cost may occur or the “project may not be feasible”.
- F. Open the tank thru the manway to enter and clean the interior of the fuel tank. Note: the condition of the manway and hardware is unknown, and access “may not be feasible”.
- G. Provide a Vac Truck to pump the remaining “useable fuel & sludge” for disposal. Note: disposal of additional fuel w/ trans will be charged as an extra; see rates below.
- H. Flush the existing supply product line, to remove fuel & sludge.
- I. Purge the tank to a lower explosive limit of 5% or less.
- J. Provide Certified Hazmat Technicians, (with attendants & competent supervisor)  
*(the entry person will be a Professional ICC Tech to perform the cleaning & inspection)*



- K. Supply personnel protective equipment (PPE) in accordance with OSHA confine space entries and standards. Install a retrieval tripod with safety harness and equipment.
- L. Monitor the confine space atmosphere with an MSA 4-Gas Meter (*LEL, O2, CO, H2S*).
- M. Install explosion proof exhaust fans for venting the tank interior during entry standards
- N. Enter, clean and inspect the interior of the tank.
- O. Power washing equipment will be used as needed, to clean the tanks interior. The tank entrant will be on a confine space supplied air system with attendants as needed.
- P. While in the tank, interior components (*suction assembly, drop tube*) will be inspected.  
**Note:** (*Any parts that need repair and/or replacement are not included in the price and will be charged in addition to the contract amount below including labor*).
- Q. Re-install the existing manway with new gasket and hardware (zinc nuts) and re-connect the existing spill bucket and vent line.

### **Transportation and Disposal of the Tank Contents:**

- A. *Lakes Region Environmental* will prepare profiles for waste disposal.
- B. Properly transport and disposal of the tank's contents generated (liquids / sludge).
- C. Disposal up to (*500 gallons of Diesel fuel & sludge is included*) **additional gallons will be charged "over contract amount" including transportation (see rates below)**
- D. Prepare waste manifest for signature required to remove from site.
- E. All materials shall be disposed in accordance with Federal, state, and local laws and regulations.

**Transportation and /or disposal of "additional" tanks contents will be charged at the following rates "Above the Base Price Contract" amount below:**

#### Disposal of Tank Contents:

• Cusco Vacuum-Truck ( <i>portal to portal</i> )	\$ 215.00/ per Hour
• Profile Fee & Wash Out Fee	\$ 850.00/ each
• Liquid contents ( <i>Diesel fuel on spec</i> )	\$ 1.95/ per gallon
• Solids or Sludge Wash Out Fee	\$ 750.00/ per load
• Trans Hub / Recovery Fee	\$ 975.00/ per load
• Rack Truck /Box Van ( <i>portal to portal</i> )	\$ 1,275.00/per load
• 55 Gallon Drum (Supply, Fill, No Disposal)	\$ 185.00/ each
• 55 Gallon Drum (Supply, Fill, Disposal)	\$ 975.00/ each

### **Description of Scope II**

#### **Fuel Tank Conversion**

Provide services to Convert the existing Underground (Diesel Fuel Storage Tank) to (Gasoline) per DES Env-Or 400 & NFPA Regulations including travel, labor, equipment and materials specified below;

- A. **PDA Division of Ports & Harbors maintenance personnel must be on site** during the compliance upgrades/repairs to properly shut down any pumps, if needed.
- B. **PDA Ports & Harbors will provide** personnel escorts in accordance with facility requirements and rules for the facility.

- C. An adequate area must be made available to stage our equipment and operations. It is also imperative that the general public be excluded from the area. A section of the parking lot and /or driveway may have to be closed during our activities. Safety barricades will be installed around the job site for public safety during the construction.
- D. Reuse all the existing underground (Diesel Fuel) storage tank equipment including, piping sump, piping, leak monitoring console, fuel probe, interstitial and piping sump leak sensors, spill bucket, vent line, extractor, including the pump, dispenser, hose reel and controls with the existing electrical underground and inside the building. **Note:** *(it is assumed that the existing equipment is sufficient for the tank conversion, any repairs of the equipment will be an extra)*
- E. Disassemble and remove the existing, (fuel probe, leak detector, drop tube equipment, and vent cap) to be replaced with new UST gasoline equipment. **Note:1** *(the condition of the existing underground fuel tank equipment and/or tank fittings is unknown and may prohibit the tank conversion)*. **Note: 2** *(excavation is not included)*
- F. Supply & install (1) one Red-Jacket FX1 Gasoline Line Leak Detector
- G. Supply & install (1) one OPW 623V 2inch pressure /vacuum vent cap w/ hardware.
- H. Supply & install (1) one OPW 61SOC 4inch Coaxial drop tube.
- I. Supply & install (1) one OPW 633T 4inch Coaxial fill adapter.
- J. Supply & install (1) one OPW 634TT 4inch snap-tight cap.
- K. Supply & install (1) one Veeder-Root Mag Probe 96" w/ (product float & water float.)
- L. Supply & install (1) one Veeder-Root 4inch snap-tight Probe Cap.
- M. Reuse the existing piping sump & interstitial leak sensors.
- N. The existing underground electrical conduit & wiring from the tank to the building will be reused for the installation of the new equipment. **Note:** *(any troubleshooting or replacement of the existing conduit and/or wiring will be charged as an extra).*
- O. All associated piping and fuel system equipment will be cleaned after the installation.
- P. Place system into service for gasoline fuel delivery, by others

### Items Included

- Installation by a Certified ICC Tank Technicians, ABC Operators as required by the N.H. DES *Env-Or 400 Administrative Rules*.
- Lakes Region Environmental will prepare a Health and Safety Plan for their employees, including Confine Space Permits as required per OSHA 29CFR 1910.146
- If applicable N.H. Department of Environmental Services final inspection.

### Items Not Included

- Professional engineered design plans from the State of New Hampshire Department of Environmental Services and permits from local officials
- Site survey, State application, Application Fee, Site Plan, Tank Diagram, certification letter and As-builts.
- Shoreline and/or Wet Land Permit Application with Fee and a Designed Proposed Impact Plan showing the impervious areas, stormwater run-off management is not included
- Dewatering of Excavations, Groundwater Discharge Permits, DES Dewatering permits, Wet Land Permits if required during construction process is not included
- Any underground utilities not marked by Dig Safe hiring of a private locator, by Owner
- Any special permits and / or personnel escorts
- Concrete cutting and disposal including asphalt & replacement is not included



- Excavating and backfilling including and materials (gravel, sand, stone & loam)
- Temporary tanks and/or pumps for fueling operations, including fuel is not included
- Start up and Maintenance of the fuel systems during and after construction by others
- Any additional trips due to backup fuel pumps in use
- Tank and piping closure, decommissioning, soil /water sampling
- Any surface restoration not specified above (*landscaping, trees, shrubs, walkways, sprinklers replacement, maintenance by others*) is not included in contract.
- Business and personnel loss of time and /or parking
- Disposal of any additional petroleum product not included in base price above.
- Excessive down time due to project scheduling
- Any additional piping and /or hardware required by NHDES review
- Work being performed in the winter months, protection from frost or inclement weather

**Note:** Any additional work that may be required by the New Hampshire Department of Environmental Services review of the installation and/or upgrade plan. This will be extra to the contract. Signed approvals will be needed before work is to be done

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**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: **Base Price: \$ 21,688.24 Balance upon completion / Net 30**

*Quote is based on 2025 prices*

*Plus, additional disposal cost if any and/or any additional work not included in the base price.*

*(Due to the industry volatility Quote is valid for 15-days from date above)*

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All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the proposed contract price. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Exclusive jurisdiction and venue over any disputes hereunder shall be Belknap County New Hampshire Superior Court. Damages for any and all claims for breach of this contract shall not exceed the amounts paid by the client to us under this contract.

Authorized Signature: John J. Paradise

John J. Paradise, Project Manager

Tawny Company Inc. dba Lakes Region Environmental

[jparadise@lrenvironmental.net](mailto:jparadise@lrenvironmental.net)

Note: This proposal may be withdrawn by us if not accepted within 15 days.

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### **Acceptance of Proposal**

The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the as specified. Payment will be made as outlined above.

**Pease Development Authority / Division of Ports & Harbors Representative;**

Signature; \_\_\_\_\_ Date; \_\_\_\_\_

Print: \_\_\_\_\_ Title; \_\_\_\_\_

PO#: \_\_\_\_\_

Hampton Harbor State Pier  
1 Ocean Blvd  
Hampton, NH



Quote# J6625