

LETTER TO THE GENERATOR

Chapter VI, page 3

DRMS-LHO

MEMORANDUM FOR: SEE DISTRIBUTION LIST

SUBJECT: Renewal of Hazardous Property Disposal Contract

(Name of Contractor), currently provides hazardous material (HM) and hazardous waste (HW) management, recycling and disposal services for your activity under contract (contract number), which expires in (expiration date). Accordingly, the process of formulating requirements for your next contract has begun.

The types of services which we offer through our contracts has expanded significantly since we last requested your requirements. The DRMS Menu of Services (MoS) continues to expand. For example, we now provide numerous management and recycling services such as hazardous waste facility operation, spill response and closed loop solvent recycling. A sample Menu of Services is attached.

Well defined requirements produce successful contracts. Consequently, we request that you complete the entire DRMS MoS as definitively as possible. For example, when listing the three predominant wastestreams under a disposal CLIN, identify the percentage of the CLIN's total volume that the wastestreams represent. My staff and the DRMO stand ready to assist your activity. Enclosed you will find a spreadsheet showing your historical generations for the period of _____.

My office, the DRMO and the DRMS Hazardous Contracting Division will be conducting a pre-requirements meeting in your area in approximately 3 to 4 weeks. The DRMO will be notifying your activity of the exact location and time of the meeting. We ask that your representative attending the meeting have a draft of your activity's requirements developed. The meeting will consist of the DRMS representatives discussing the acquisition process; advising of new services available; reviewing the MoS and assisting activity representatives with final requirements formulation. At the conclusion of the meeting, we will request that your activity forward your final requirements within 2-3 weeks.

The following points of contact are available for your assistance:

DRMO _____ : (Environ.Protection Spec.)
(COM)
(DSN)
E-mail:

DRMS-LHO: (HW Requirements Specialist)
(COM)
(DSN)

ENCLOSURE 1
CHAPTER VI
DRMS-I 6050.1

(FAX)
E-mail:

DRMS-TPMB: (Contracting Specialist)
(COM)
(DSN)
E-mail:

DRMS strives to be DoD's provider of choice for worldwide reuse, recycling and disposal solutions. The DRMS team providing HM/HW management, recycling and disposal services thanks you for the opportunity to be your provider of choice.

RICHARD T. KLINGEL
Chief, Hazardous Disposal Office
Environmental Services

Attachment

cc:
DRMO (w/o Att)
DRMS-TPM (w/o Att)

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