**Exhibit 1**

**RFQ Scope of Work: Pharmaceutical Waste Management Services**

**Purpose**

The Indiana State Psychiatric Hospital Network (ISPHN) seeks a qualified contractor to provide comprehensive, turnkey services for the compliant management, transportation, and disposal of all pharmaceutical waste streams including hazardous, non-hazardous, and aerosol materials from its facilities to a fully permitted and licensed Treatment, Storage and Disposal Facility (TSDF).

**Contractor Requirements and Warranties**

The Contractor will assume full responsibility for all aspects of the pharmaceutical waste management process from ISPHN sites through final disposal. All activity must comply with all applicable federal, state, and local laws, regulations, and orders, including the Resource Conservation and Recovery Act (RCRA) and the Toxic Substances Control Act (TSCA).

* Licensing and Permitting  
  The Contractor must possess and maintain all required permits, licenses, and certifications to legally operate as a hazardous and non-hazardous pharmaceutical waste hauler and disposal provider in the State of Indiana. Bidders must include detailed qualifications and copies of relevant licenses in their quote.
* Documentation and Compliance  
  The Contractor shall act as the ISPHN's agent for all required waste disposal documentation. This includes the preparation, completion, and signing all shipping papers, including the Uniform Hazardous Waste Manifest (UHWM). The Contractor must provide electronic documentation of all disposals and a completed copy of the UHWM to the ISPHN promptly after each transaction.
* Materials Management
  + Waste Streams: The contractor must provide disposal service for the following pharmaceutical waste streams:
    - Hazardous/P-listed pharmaceuticals
    - Non-hazardous pharmaceuticals
    - Aerosols/Inhalers
  + Waste Profiling: The Contractor shall be responsible for creating and approving hazardous waste profiles for all waste streams. The ISPHN will provide medication formularies and historical manifest data (e.g., estimated weights) to assist the Contractor in developing these profiles.
  + Containers: The Contractor shall provide all necessary, appropriately sized, DOT-authorized and UN-rated containers for the collection and transportation of specified waste streams. The Contractor must also accept and service existing compliant containers currently in use by the ISPHN. Non-conforming containers will be managed as agreed upon by both parties, with any associated fees clearly defined in the quote.

**Service Delivery and Logistics**

* Service Frequency and Scheduling: Service shall be provided on an on-call basis for each location listed in Exhibit 2 (Locations). Upon notification by an ISPHN facility representative, the Contractor shall schedule a pickup within thirty (30) calendar days on a mutually agreed date during normal business hours (8 AM to 4 PM, Monday through Friday, excluding state holidays).
* Locations: Service is required for all ISPHN facilities detailed in Exhibit 2.
* Deliverables and Payment: The Contractor's quote shall include a clear fee structure based on the provided volume estimates and unit rates (e.g., per pound, per container, per stop) for all services, including waste disposal, container replacement, transportation, and any associated fees (e.g., eManifest, fuel surcharge).

**Exhibit 2**

**Locations for Disposal Transportation of Waste/Expired Medications**

**Purpose**

This Exhibit details the ISPHN locations along with contact and other pertinent information at the time of execution. To ensure continuity of service, both parties agree to provide prompt updates to this information as they occur. No formal amendment to the agreement shall be required solely to update the contact, location, container, or service frequency information in this Exhibit.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Location  Account Name and Address | Pharmacist | Hours of Operation | Number of Containers | Container Size/Type | Service Frequency | Waste Stream |
| Evansville State Hospital  3400 Lincoln Ave  Evansville, IN 47714 | Derek Green  [Derek.Green@fssa.IN. gov](mailto:Derek.Green@fssa.IN.gov)  (812) 469-6800 | 7:30 a.m. to 3:30 p.m.  Central Time | One (1) | One (1) X 15-Gallon,  Open-Top Poly Drum | On-Call | Aerosols/Inhalers |
|  |  | One (1) | One (1) X 55-Gallon,  Open-Top Poly Drum | Bi-Annual | Hazardous Waste  Pharmaceuticals |
| Logansport State Hospital  1098 S State Road 25  Logansport, IN 46947 | Trisha Robbins [Trisha.Robbins@fssa.IN.gov](mailto:Trisha.Robbins@fssa.IN.gov)  (574) 737-3694 | 8:00 a.m. to 4:00 p.m.  Eastern Time | One (1) | One (1) X 5-Gallon, Poly Screw-Top Pail | On-Call | Aerosols/Inhalers |
|  |  | One (1) | One (1) X 55-Gallon,  Open-Top Poly Drum | Bi-Annual | Hazardous Waste  Pharmaceuticals |
| Madison State Hospital  711 Green Rd  Madison, IN 47250 | Timothy Palmer [Timothy.Palmer@fssa.IN.gov](mailto:Timothy.Palmer@fssa.IN.gov)  (812) 265-7460 | 8:00 a.m. to 4:00 p.m.  Eastern Time | One (1) | One (1) X 5-Gallon, Poly Screw-Top Pail | On-Call | Aerosols/Inhalers |
|  |  | One (1) | One (1) X 15-Gallon,  Open-Top Poly Drum | Bi-Annual | Hazardous Waste  Pharmaceuticals |
| NeuroDiagnostic Institute  5435 E 16th St  Indianapolis, IN 46218 | Dennis Flanagan  [dennis.flanagan@fssa.IN.gov](mailto:dennis.flanagan@fssa.IN.gov)  (317) 941-4257 | 8:00 a.m. to 4:00 p.m.  Eastern Time | One (1) | One (1) X 5-Gallon,  Poly Screw-Top Pail | On-Call | Aerosols/Inhalers |
|  |  | One (1) | One (1) X 55-Gallon,  Open-Top Poly Drum | Bi-Annual | Hazardous Waste  Pharmaceuticals |
| Richmond State Hospital  498 NW 18th St  Richmond, IN 47374 | Douglas Orr  [Douglas.Orr@fssa.IN.gov](mailto:Douglas.Orr@fssa.IN.gov)  (765) 935-9300 | 8:00 a.m. to 4:00 p.m.  Eastern Time | One (1) | One (1) X 5-Gallon,  Poly Screw-Top Pail | On-Call | Aerosols/Inhalers |
|  |  | One (1) | One (1) X 55-Gallon,  Open-Top Poly Drum | Bi-Annual | Hazardous Waste  Pharmaceuticals |