

Notes from 11/26/02 meeting of EPA/NYCDEP regarding HVACs

Existing/Already Inspected:

1. EPA reviews HVAC evaluations for completeness
2. EPA/NYCDEP review building information where available
(NYC drafting letter to send to building owners to get reports)
3. Ray and Krish consult to make determination on appropriate course of action
4. If cleaning is needed, Krish contacts quad cleaning contract to determine if cleaning can be done by unit cost pricing by existing cleaning contractor
5. If cleaning contract cannot do cleaning, NYC determines another way to get cleaning done

Exhaust Systems Issues:

1. If it is determined cleaning is necessary, EPA/NYC will operate under the principle we will do the best we can where we have limited access - we will coordinate with building management to see if we can get in to do the cleaning, and will clean within those apartments and will clean fans on top but may not be able to clean entire risers due to problems gaining access
2. EPA will review monitoring data from apartments in the building that are part of the cleaning and/or testing program
3. In cases where there may be conflicting information between the building owner's report and the monitoring contractor's HVAC evaluation, Ray and Krish will consult and determine the appropriate course of action.

Approach for the Present

(Present - Interim between evaluations already conducted and the completion of the activities outlined in Step 1 and Step 2 below.)

1. In quads B, C and D the subcontractors have been approved
2. Contractors need to submit all outstanding reports to EPA
3. Once EPA has received satisfactory reports, evaluations can be restarted at a rate of 5 per quad, once 5 are completed the contractors should stop conducting evaluations and complete the reports for submittal to EPA.
4. EPA will provide to NYCDEP an update on the whole building request status including information on evaluations completed, reports received, and recommendations made by the contractor
5. NYCDEP will follow-up with building owners to get reports on work they did particularly in Quad D.
6. EPA and NYCDEP will monitor Cole's subcontract for effectiveness and producing reports of inspections.