

Indoor Air Residential Assistance Program
Monitoring Contract Scope of Work
DRAFT - 7/10/02

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A. Introduction

All work performed under this contract must be in compliance with all applicable, relevant, and appropriate regulations and this Scope of Work, including but not limited to those of the United States Environmental Protection Agency (EPA), the United States Department of Labor Occupational Safety and Health Administration (OSHA), the New York State Department of Labor (NYSDOL), the New York State Department of Health Environmental Laboratory Approval Program (ELAP) and the New York City Department of Environmental Protection (NYCDEP).

The USEPA and DEP will solicit participation in a direct assistance program for residents and residential building owners south of Canal Street who are concerned that their apartments may have debris/dust from the collapse of the World Trade Center (WTC). A **DEP/USEPA** telephone hotline has been established to receive requests from the public. The assistance will include various options, including the cleaning within apartments and common spaces by licensed asbestos contractors with follow-up asbestos sampling, asbestos air sampling only, and providing high efficiency particulate air (HEPA) vacuums.

NYC?
 NYS DOL licensed asbestos contractors shall perform clean-up activities for residents who wish to have their homes cleaned.

The purpose of this contract is to acquire project monitoring services including site inspections, surveys and assessments, scheduling, coordinating and monitoring the clean-up of dust/debris, and collecting samples from building apartments impacted by the collapse of the World Trade Center.

B. Roles and Responsibilities

The USEPA has overall responsibility for insuring that work conducted as part of the Indoor Air Residential Assistance Program is completed safely, efficiently and in a compliance with the Scope of Work. As such, EPA shall have the following authorities relating to work conducted under this contract:

1. The authority to stop work for health and safety reasons or for non-compliance with the Scope of Work.
2. The authority to direct the contractor in the performance of the work.
3. The authority to review and approve or disapprove of the qualifications of all contractor personnel involved in the work.
4. The right to receive, inspect and accept or reject any work.

C. Qualifications

Proof of qualifications must be presented upon request, including qualifications for wipe sampling, personal monitoring and HVAC evaluations.

Project Monitors

The Project Monitors must possess valid NYS Asbestos Project Monitor certificates. The Project Monitors must have served as a third party project monitor on at least 20 asbestos abatement projects. Project Monitor must have performed final clearance inspections on at least 50 asbestos abatement projects. The Project Monitor must have access to translation services to schedule pre-cleaning unit inspections with residents.

Technicians

Air monitoring technicians must possess valid NYS Asbestos Project Sampling Technician (APST) certificates. Technicians must have performed air sampling for at least 6 months.

Sampling Parameters

Methods

1. Asbestos	NIOSH Methods 7400 & 7402
2. Total Metals	EPA Method SW-846 6010B
3. Mercury	EPA Method SW-846 7471A

D. Specifications

Clean-up activities shall be scheduled for 20 units per day. Air sampling shall be scheduled and completed in these units within 24 hours of successful visual inspection by the Project Monitor. Air sampling shall also be provided at 10 to 20 units where clean-up activities are not scheduled. Sufficient personnel shall be available for project monitoring and sampling.

The contractor shall have available sufficient quantities of sampling equipment to provide the amount and type of samples required for this project. At a minimum the following equipment is required: air-sampling pumps with **maximum** flow rate capacities of 15 liters per minute, tripods, rotometers, sample cassettes with mixed cellulose ester filters having pore size of 0.8um.

The Monitoring Contractor shall prepare a Health and Safety Plan (HASP) in accordance with 29 CFR 1910.1001 and 29 CFR 1926.58. All personnel involved in residential cleaning and monitoring activities shall follow the Health and Safety Plan (HASP) prepared by their employer. EPA shall be provided with a copy of the employer HASP prior to the start of work.

The Project Monitor shall attend a kick off meeting prior to commencement of sampling activities. At this time, the Contractor shall, but not limited to, participate in scope of work discussions, sampling logistics, obtain resources for residential information provided by EPA and DEP, and demonstrate data acquisition procedures and software.

The Contractor shall attend meetings or conference calls with EPA and coordinate field activities, as requested.

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