

minimum such personnel shall have an understanding of HVAC system design, and experience in utilizing accepted indoor environmental sampling practices, current industry HVAC cleaning procedures, and applicable industry standards.

Deliverables

The Project Monitor shall review all deliverables prior to submission to EPA. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors.

The Project Monitor shall record if the HVAC systems have been evaluated and cleaned, impact from dust/debris. If yes, when and by whom? This information shall be provided via F2L or an agreed upon alternative electronic format or website approved by EPA within 24 hours of activity.

8. In the event that mold is observed in a residence during the pre-cleaning inspection, the Monitoring Contractor will contact the NYCDOH and EPA.

Deliverables

The Project Monitor shall record if mold is present and notify the NYCDOH and EPA. This information shall be provided via EPA Indoor Air web database or an agreed upon alternative electronic format or website approved by EPA within 24 hours of activity.

9. The Project Monitor shall schedule and oversee the cleaning operations of the Cleaning Contractor. No residential, common space or HVAC system shall be cleaned until the exterior of the building has been cleaned or approved by EPA. If a scheduling problem arises the Project Monitor should contact EPA. The Project Monitor shall coordinate daily access for cleaning and sampling with residents, owners, the Cleaning Contractor and sampling technicians.
10. The Monitoring Contractor shall provide sufficient personnel to provide periodic (3-4hours/unit) oversight of the Cleaning Contractor to verify that work is being conducted in accordance with the Cleaning Contact Scope of Work.
11. The Project Monitor shall verify that the Cleaning Contractor is using properly trained and certified NYSDOL and NYCDEP certified workers.
12. The Project Monitor shall conduct routine quality assurance inspections during the course of cleaning and concur by initialing the Cleaning Checklist (to be developed) for tasks completed satisfactorily.

Deliverables