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Pages: 7, including this cover sheet

Subj: Changes to Apt. Cleaning Scope.

COMMENTS: See attached.

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World Trade Center Indoor Dust Cleaning Program
Cleaning Contract Scope of Work
DRAFT - 7/30/02

A. Introduction

All work performed under this contract entered into between the New York City Department of Environmental Protection (DEP) and the cleaning contractor must be in compliance with all applicable laws and regulations, including but not limited to regulations issued by 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 (NYS DOL), and the New York City Department of Environmental Protection (DEP).

The EPA 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 residences may have debris/dust from the collapse of the World Trade Center (WTC). A DEP/EPA telephone hotline has been established to receive requests from the public. The assistance will include various options, including cleaning within residences and common spaces by licensed asbestos contractors with follow-up asbestos sampling, asbestos air sampling only, and providing high efficiency particulate air (HEPA) vacuums.

NYS DOL licensed asbestos contractors shall perform cleaning activities for residents who wish to have their homes cleaned. An independent Monitoring Contractor will schedule and monitor the work, perform a visual inspection, and perform asbestos air sampling when the cleaning is completed.

The purpose of this contract is to acquire the services of a NYS DOL licensed asbestos contractor with DEP and NYS DOL certified workers for the performance of cleaning activities at residential buildings impacted by the collapse of the World Trade Center. The scope of work for the cleaning activities is attached. The cleaning contractor shall supply all equipment and supplies necessary to perform the work specified in this contract

B. Roles and Responsibilities

~~Under DEP's contract with the cleaning contractor, any disputes or claims related to the cleaning~~ contract shall be submitted to DEP's Contracting Officer. DEP's Project Manager ~~will provide overall technical oversight for the project. The EPA will provide technical assistance to ensure~~ that the work conducted as part of the World Trade Center Indoor Dust Cleaning Program is completed safely, efficiently and in compliance with the applicable Scope of Work and all applicable laws, rules and regulations. ~~As such, the contract between DEP and the cleaning contractor provides that~~ EPA in coordination with the City's Contracting Officer, or his or her designee, ~~shall have the following authority related to cleaning work conducted under this contract~~:

1-A

1-B

1. The authority to stop work for health and safety reasons.

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2. The authority to stop work for non-compliance with the Scope of Work.

3. The authority to give technical direction to the contractor in the performance of the work.

4. The authority to review and approve or disapprove of the qualifications of the cleaning personnel involved in the work.

5. The right to inspect and accept or reject any work .

An independent Monitoring Contractor will perform air monitoring. Personal air monitoring will be performed on a minimum of one worker per shift per apartment during the first 6 weeks of cleaning operations. Thereafter, personal air samples will be taken randomly at a rate of one sample per quadrant per day. The results of this sampling shall be sent immediately to EPA, DEP, OSHA and the cleaning contractor. The cleaning contractor shall make these results available to the employees or their designated representatives for their review in accordance with 29 CFR 1910.1020 and 29 CFR 1926.1101.

C. Qualifications

This contract requires that only a NYS DOL licensed asbestos contractor and only NYC DEP and NYS DOL certified workers will be allowed to perform any of the cleaning activities at residential buildings under this contract. This requirement also applies to any subcontractors involved in the cleaning with the exception of HVAC system cleaning contractors. Proof of qualifications must be presented upon request.

The HVAC system cleaning contractors shall be a certified members of the National Air Duct Cleaners Association (NADCA) or shall maintain membership in a nationally recognized non-profit industry organization dedicated to the cleaning of HVAC systems.

All contractors and subcontractors involved in the cleaning activities at residential buildings under this contract are responsible for completing a background check on their employees prior to employees beginning on-site work and for screening unacceptable candidates from the pool of on-site workers. Contractors are required to maintain records of background checks for 4 years and to make them available to the DEP and EPA when requested. At a minimum, the background check must include:

1. Law enforcement checks (5 years)
2. Professional license and certification

D. Specifications

This contract between DEP and the cleaning contractor shall be in force for 24 consecutive months from the commencement date. The cleaning contractor must be prepared to mobilize within 72 hours of the contract award. The contractor shall have on staff and assigned to this contract a sufficient number of properly trained and certified workers to clean 20 units simultaneously and complete the

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1-A

The program described in A above is being directed by EPA. DEP is providing assistance to EPA by procuring qualified contractors to perform necessary services, and by providing additional quality assurance support. The instant contract is being procured by DEP to provide EPA with the services of a qualified contractor to perform cleaning of residences and common spaces, as specified herein. Any disputes or claims relating to this contract shall, in accordance with Article 19 of the Supply and Service Agreement, be submitted to DEP's Agency Head, who will, as appropriate, consult with EPA on the resolution of such dispute or claim. EPA is responsible for overall technical oversight of the work performed hereunder, to ensure

1-B

As such, the instant contract provides for the following authority by the Project Manager (EPA On-Scene Coordinators), who will consult with DEP on the exercise of such authority as appropriate:

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World Trade Center Indoor Dust Cleaning Program
Monitoring Contract Scope of Work
DRAFT - 7/30/02

A. Introduction

All work performed under this contract entered into between the New York City Department of Environmental Protection (DEP) and the cleaning contractor must be in compliance with all applicable laws and regulations, including but not limited to regulations issued by 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 (NYS DOL), and the New York City Department of Environmental Protection (DEP).

The EPA 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 residences may have debris/dust from the collapse of the World Trade Center (WTC). A DEP/EPA telephone hotline has been established to receive requests from the public. The assistance will include various options, including cleaning within residences and common spaces by licensed asbestos contractors with follow-up asbestos sampling, asbestos air sampling only, and providing high efficiency particulate air (HEPA) vacuums.

NYS DOL licensed asbestos contractors shall perform cleaning 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 residences impacted by the collapse of the World Trade Center. The scope of work for the monitoring activities are identified below. The monitoring contractor shall supply all equipment and supplies necessary to perform the work specified in this contract.

B. Roles and Responsibilities

Under DEP's contract with the cleaning contractor, any disputes or claims related to the cleaning contract shall be submitted to DEP's Contracting Officer. DEP's Project Manager will provide overall technical oversight for the project. The EPA will provide technical assistance to ensure that the work conducted as part of the World Trade Center Indoor Dust Cleaning Program is completed safely, efficiently and in compliance with the applicable Scope of Work and all applicable laws, rules and regulations. As such, the contract between DEP and the cleaning contractor provides that EPA in coordination with the City's Contracting Officer, or his or her designee, shall have the following authority related to cleaning work conducted under this contract:

1-A

1-B

1. The authority to stop work for health and safety reasons.

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2. The authority to stop work for non-compliance with the Scope of Work.

3. The authority to give technical direction to the contractor in the performance of the work.

4. The authority to review and approve or disapprove of the qualifications of the cleaning personnel involved in the work.

5. The right to 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.

Air Monitoring 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.

HVAC System Inspectors

HVAC assessments and cleanliness inspections shall be conducted by qualified personnel. At a minium such personnel shall have an understanding of HVAC system operation and experience in utilizing accepted indoor environmental sampling practices, current industry HVAC cleaning procedures, and applicable industry standards

Background Investigations

All contractors and subcontractors involved in the monitoring activities at residential buildings under this contract are responsible for completing a background check on their employees prior to employees beginning on-site work and for screening unacceptable candidates from the pool of on-site workers. Contractors are required to maintain records of background checks for 4 years and to make them available to the DEP and EPA when requested. At a minimum, the background check must include:

1. Law enforcement checks (5 years)
2. Professional license and certification

D. Specifications

This contract between DEP and the monitoring contractor shall be in force for 24 consecutive months from the commencement date. The monitoring contractor must be prepared to mobilize

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1-A

The program described in A above is being directed by EPA. DEP is providing assistance to EPA by procuring qualified contractors to perform necessary services, and by providing additional quality assurance support. The instant contract is being procured by DEP to provide EPA with the services of a qualified contractor to perform air monitoring and inspection services, as specified herein. Any disputes or claims relating to this contract shall, in accordance with Article 19 of the Supply and Service Agreement, be submitted to DEP's Agency Head, who will, as appropriate, consult with EPA on the resolution of such dispute or claim. EPA is responsible for overall technical oversight of the work performed hereunder, to ensure

1-B

As such, the instant contract provides for the following authority by the Project Manager (EPA On-Scene Coordinators), who will consult with DEP on the exercise of such authority as appropriate:

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