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Sent: Wednesday, August 28, 2002 1:15 PM
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Cc: LBlatchford@cityhall.nyc.gov; Avaltroni, Robert; Gilsenan, Michael; Laposta.Dore@epamail.epa.gov; Jessica Leighton; Kelly McKinney; Nancy Jeffery
Subject: Draft DOHMH proposal



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We have re-worked the material previously sent to FEMA and ask that you review the attached draft. We will re-submit to you as a final proposal following your review.

Thank you for continuing to work with us.

DRAFT 8/28/02**1.0 PROJECT OVERVIEW**

Within New York City, a level of anxiety persists among lower Manhattan residents, office workers, and the public in general relative to the human health risks associated with environmental conditions resulting from the collapse of the World Trade Center (WTC). There is a need for a thorough, scientifically based characterization of indoor and outdoor environmental exposures and associated potential human health effects for various contaminants. In addition, there is a need to provide information to the medical community relative to health risks for lower Manhattan residents and workers.

Addressing the above issues will help alleviate public anxiety and provide public health and safety as well as economic benefits. Additionally it will help to restore public confidence in City, State, and Federal government efforts.

The New York City Department of Health and Mental Hygiene (DOHMH) will use existing staff to administer, oversee and direct this project. DOHMH will outsource the entire funded amount to retain a New York City-based specialized professional environmental engineering firm (Outsourced Firm) with extensive relevant experience to implement the project.

Assistance and coordination with other data generating agencies will be required. Identified agencies include but are not limited to the United States Environmental Protection Agency (USEPA), New York State Department of Environmental Conservation (NYSDEC), New York State Department of Health (NYSDOH), New York City Department of Environmental Protection (NYCDEP), New York City Department of Design and Construction (NYCDDC), New York City Board of Education (NYCBOE), and Consolidated Edison Company of New York. Identified agencies will be asked to provide DOHMH with available data and will be included in the data evaluation review process.

2.0 SCOPE OF WORK**2.1 Task 1 – Downtown Manhattan Indoor and Outdoor Air Characterization**

The Outsourced Firm will develop a characterization of lower Manhattan indoor and outdoor environmental exposures and potential biological effects for various contaminants (e.g., lead, mercury, asbestos). Specific activities include:

- Compile, analyze and summarize existing WTC environmental and biologic sample results. Outsourced Firm will utilize the USEPA WTC Response database as a starting point and will review and utilize any existing summaries of the results in the USEPA database or elsewhere including one authored by USEPA. Outsourced Firm will also analyze other available data sources for possible inclusion in the study.
- For comparison purposes, research and summarize information on urban background levels in the literature as well as generated by the USEPA Background Study.

- Outsourced Firm will review standards, guidelines and literature for each contaminant, focusing on the USEPA contaminants of potential concern (COPC) list, and develop a written discussion of conclusions.
- Outsourced Firm will review and summarize the literature on health effects of each of the COCs.
- Complete an exposure analysis to determine the extent of exposure to COPC. The exposure analysis would include the following elements at a minimum:
 - a) Describe the chronology of events after time zero (using multiple sources including city, state and federal records, newspaper articles, and eyewitness accounts.)
 - b) Establish a framework for analysis. Characterize contaminant source; define source strength parameters, media pathways, sensitive receptors (e.g., first responders, volunteers, office workers, cleanup workers, reconstruction workers, residents); time duration (e.g., peak, intermediate and long term); and types of exposure.
 - c) Describe unknowns (e.g., extent of exposure during peak, uncertainty and data gaps, synergism of pollutant exposures.)
- A report will be developed documenting findings and interpretations.

DOHMH's effort will be in conjunction with the indoor air studies USEPA is conducting in downtown Manhattan. USEPA's focus is estimating environmental exposures, including the reduction in exposure that can be accomplished by interior cleaning. DOHMH's study will incorporate USEPA's data with focus on potential human health impacts from these environmental exposures.

2.2 Task 2 – Dissemination of Information

Utilizing the information gathered in Task 1, various tools will be created to better communicate with the public, the press; regulators and the scientific community. This effort will be coordinated with the Deputy Mayor's Office for Economic Development outreach program. These tools include:

- Fact sheets and reports with focus on the community at large as well as on specific stakeholders (e.g., residents, office workers, the press, etc.);
- User-friendly charts and graphics utilizing GIS as an integrated tool in data compilation and input to risk assessment; and
- An assigned website that includes all documents and deliverables generated.

In addition, to provide communication specialists with pertinent information, the following will occur:

- Establish a record of response to erroneous statements regarding lower Manhattan.

- Present clear, concise and fact-based refutations of each instance of miscommunication.
- Assert the scientific validity and relevance of research results and challenge contradictory research results where appropriate

For this task, DOHMH will work in conjunction with the New York City Deputy Mayor's Office for Economic Development whose focus is on an overall strategy to communicate the suitability of downtown Manhattan for economic development and re-development. DOHMH will contribute to the overall communication strategy by providing technical support to the Deputy Mayor's Office through the preparation of statements regarding environmental risks to human health and risk reduction efforts to protect human health. The efforts of the Mayor's Office for Economic Development and DOHMH are complementary but distinct.

2.3 Task 3 – Medical Community Information Dissemination

The DOHMH will develop information packages for use by the medical community. These documents will summarize the findings obtained in Task 1 providing the medical community with information about the potential health risks related to downtown Manhattan residents and workers. DOHMH will distribute the information packages to hospitals as well as posting the information on its dedicated web site.

2.4 Agency Roles

As discussed above (Section 2.1 and 2.2), DOHMH will work closely with the USEPA and the NYC Deputy Mayor's Office for Economic Development. In addition, DOHMH will solicit other agency support during the compilation of information and the document review process. Through the establishment of a working group, DOHMH will request the participation of at least representatives from NYCDEP, NYCDEC and NYSDOH to provide any information they might have that aids the study, and review and comment upon the various written materials generated by the DOHMH.

DOHMH will also, at a minimum, communicate the focus of this study with other data generating agencies (e.g., NYCDDC, NYCBOE, and Consolidated Edison of New York, etc.) soliciting their input and requesting their participation in the working group, as appropriate.

3.0 ESTIMATED COST BREAKDOWN

3.1 Assumptions

DOHMH will outsource this study to be contracted as soon as possible. DOHMH anticipates that it will award a contract to a contractor who is based in New York City and has the following

- Environmental sampling and interpretation expertise;
- Epidemiological and Risk Assessment skills to review, analyze, summarize and interpret environmental and biologic sampling results; and
- Graphic design skills to develop graphs, maps, tables and information sheets.

3.2 Period of Performance

The Period of Performance will be two years.

3.3 Planned Award of Contracts

DOHMH will issue a Request for Proposal to retain an outsourced firm as soon as possible.

3.4 Estimated Costs

See Attachment 1.

ATTACHMENT 1

Personnel		Senior Scientist	Risk Assessor/ Toxic-ologist	Database Manage-ment Specialist	Industrial Hygienist	Assistant Scientist	Environmen- tal Risk Communi- cations Expert	Technical Writer/ Editor	GIS / Web Application Producer	Total
Hourly Rate		140	90	110	75	50	80	75	90	
TASK 1										
Compilation, analysis and summary of data	Hours	80	80	160	160	160				640
	\$	\$ 11,200	\$ 7,200	\$ 17,600	\$ 12,000	\$ 8,000				\$ 56,000
Research and summary of urban background data	Hours	30	30	15	80					155
	\$	\$ 4,200	\$ 2,700	\$ 1,650	\$ 6,000					\$ 14,550
Standard and guidelines research and review	Hours	45	45		120	35				245
	\$	\$ 6,300	\$ 4,050		\$ 9,000	\$ 1,750				\$ 21,100
COC health effects literature review	Hours	45	45		120	35				245
	\$	\$ 6,300	\$ 4,050		\$ 9,000	\$ 1,750				\$ 21,100
Exposure assessment analysis	Hours	100	100	45	100	80		60	30	515
	\$	\$ 14,000	\$ 9,000	\$ 4,950	\$ 7,500	\$ 4,000		\$ 4,500	\$ 2,700	\$ 46,650
Report preparation	Hours	65	65	16	100	30		30		306
	\$	\$ 9,100	\$ 5,850	\$ 1,760	\$ 7,500	\$ 1,500		\$ 2,250		\$ 27,960
Total Task 1	Hours	365	365	236	680	340	0	90	30	2106
	\$	\$ 51,100	\$ 32,850	\$ 25,960	\$ 51,000	\$ 17,000	\$ -	\$ 6,750	\$ 2,700	\$ 187,360
TASK 2										
Fact sheets and reports	Hours	45	45		100	30	100	320		640
	\$	\$ 6,300	\$ 4,050	\$ -	\$ 7,500	\$ 1,500	\$ 8,000	\$ 24,000		\$ 51,350
Charts and graphics preparation/GIS	Hours	30	30		30	30	45	30	160	355
	\$	\$ 4,200	\$ 2,700		\$ 2,250	\$ 1,500	\$ 3,600	\$ 2,250	\$ 14,400	\$ 30,900
Web site development	Hours						45	45	160	250
	\$						\$ 3,600	\$ 3,375	\$ 14,400	\$ 21,375
Record of response	Hours	45	45		100	30	45	100		365
	\$	\$ 6,300	\$ 4,050		\$ 7,500	\$ 1,500	\$ 3,600	\$ 7,500		\$ 30,450
Fact Based refutations	Hours	45	45		100	30	45	100		365
	\$	\$ 6,300	\$ 4,050		\$ 7,500	\$ 1,500	\$ 3,600	\$ 7,500		\$ 30,450
Research evaluation	Hours	45	45		100	30	50	100		370
	\$	\$ 6,300	\$ 4,050		\$ 7,500	\$ 1,500	\$ 4,000	\$ 7,500		\$ 30,850
Total Task 2	Hours	210	210	0	430	150	330	695	320	2345
	\$	\$ 29,400	\$ 18,900	\$ -	\$ 32,250	\$ 7,500	\$ 26,400	\$ 52,125	\$ 28,800	\$ 195,375
TASK 3										
Medical information package development	Hours	40			40		40	40		160
	\$	\$ 5,600			\$ 3,000		\$ 3,200	\$ 3,000		\$ 14,800
Medical information package dissemination	Hours						40			40
	\$						\$ 3,200			\$ 3,200
Total Task 3	Hours	40		0	40	0	80	40	0	200
	\$	\$ 5,600		\$ -	\$ 3,000	\$ -	\$ 6,400	\$ 3,000	\$ -	\$ 18,000
Total	Hours	615		236	1150		410	825	350	6557
	\$	\$ 86,100		\$ 25,960	\$ 86,250		\$ 32,800	\$ 61,875	\$ 31,500	\$ 400,735