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12. ADMINISTRATIVE CONSIDERATIONS.

Because improper abatement may result in a hazard to building occupants, careful planning and diligent implementation of a project is essential. For asbestos projects, the standard contractual relationship between the Contracting Officer's Representative (COR) and the Contractor remains the traditional construction overview practice. In addition, it is critical to foster cooperative onsite administration and coordination.

a. Contracting Officer's Representative (COR).

(1) The asbestos abatement contract requires the COR to take a more active role than the traditional construction or demolition contract allows. According to CEGS 02080, the COR is responsible for monitoring contract compliance, accepting the Contractor's final clearance (before clearance air sampling) via a thorough visual inspection, and normal inspection of workmanship and materials.



(2) Failure to properly control the asbestos abatement procedure can result in contamination outside the work area. Because of the critical value of onsite monitoring, the COR must be directly involved in the oversight of preabatement, abatement, and final clearance monitoring in order to ensure that the Contractor's performance meets quality standards. Should a hazardous situation arise (such as fiber counts exceeding established criteria or loss of containment area integrity), the COR will stop all work, investigate the causes, and establish if a contamination event has occurred. If contamination exists, work must be terminated until a sampling program is instituted to identify the source of contamination and the need for decontamination. The extent of contamination can be determined by establishing a thorough visual inspection and air-sampling strategy (phase contrast microscopy (PCM) or transmission electron microscopy (TEM)). Work will not recommence unless air samples prove negative or until the affected areas have been decontaminated and identified deficiencies corrected.

(3) The COR's responsibilities described above may be performed by a Contractor

(independent of the abatement Contractor) who is hired by the Contracting Officer (CO).

b. Contractor Prequalification. The most effective means of ensuring high standards in asbestos abatement is through prequalification of potential bidders. All potential bidders must have successfully completed abatement projects similar in size and complexity to the project being bid on. A preliminary assessment of the quality and type of abatement projects the potential bidders have completed will be helpful in assessing their depth of experience, quality of execution, and other factors. All prequalifications should be reviewed during the bidding stage by the CO and made a part of the bid analysis.

c. Preabatement Notification to EPA/State. Preabatement notification is a submittal requirement for the abatement. Per the revised NESHAP, each owner or operator of an ACM demolition and/or renovation site (covered by NESHAP) must, at least 10 working days before abatement begins, provide written notice of the intention to demolish or renovate. The revised NESHAP also requires a demolition/renovation notification in a format similar to figure 1. Check with the EPA region, the State, and the customer in order to determine who will submit the notification, the Contractor or the Government.

d. Oversight.

(1) *Contract enforcement.* Enforcement of the contract requirements by the COR encompasses both technical and administrative functions, including the following:

(a) Processing the Contractor's submittals as listed in the Contractor's submittal register.

(b) Visual inspecting and monitoring of the Contractor's work. Also, air sampling if specified in the contract.

(c) Reviewing all Contractor's progress reports and abatement daily log.

(d) Preparing the final abatement report.

(2) *Contract Submittals.* The Contractor's submittal register lists those items to be submitted to the CO (see CEGS 02080). There are four submittal categories: (1) those to be