



June 3, 2015

Mr. James J. Damato
Board of Education of the Township of Union
2369 Morris Avenue
P.O. Box 3139
Union, NJ 07088

RE: PRICE SCHEDULE FOR ENVIRONMENTAL ENGINEERING AND REGULATORY COMPLIANCE SERVICES

Dear Mr. Damato:

On behalf of Omega Environmental Services, thank you for the opportunity to submit a bid proposal for your environmental engineering and regulatory compliance services contract.

Project Overview/Scope of Work:

It is our understanding that the bid scope involves providing professional staff to address a variety of environmental compliance issues, including: Right-to-Know inventory/reporting, asbestos, and other environmental health & safety issues.

Firm experience

Our firm has worked in Seton Hall University, New York Catholic Archdiocese, Archdiocese of Newark, Dobbs Ferry School District, Nyack Public Schools and other educational facility projects for over seventeen years, including Right-to-know inventory, training and other environmental services.

Staffing

Depending upon the specific task/issue to be addressed, environmental compliance services are managed by an Environmental Engineer and/or Certified Industrial Hygienist, with assistance from Industrial Hygienists and other field staff.

In order to address, sub-surface, underground storage tank (UST) and/or asbestos issues, we have other staff with specific NJ certifications.

Estimated Lump Sum Pricing for Key Services:

Omega is pleased to provide estimated lump sum pricing for the following annual services that are required by regulation and/or frequently occur in a NJ school districts.

SARA Title III Right-to-know chemical inventory and reporting update

Omega would review the existing Right-to-Know Chemical Inventory Forms submitted for 2014-2015 reporting, then re-inventory each school building to determine if any updates apply (i.e. change on product or quantity). Then 2014-2015 forms would be prepared for electronic submittal.

Asbestos AHERA 6-month Re-inspections

After review of the existing 'Asbestos Management Plan' for each school in the District, followed by a site hazard assessment inspection to assess any changes in condition of asbestos-containing materials (ACM). A re-inspection summary report is prepared and attached to the main 'Asbestos Management Plan'.

Asbestos abatement oversight

Omega routinely provides asbestos project management services including: scope of work delineation, contact abatement Contractor(s) to quote work, asbestos air monitoring during abatement, and asbestos Contractor close-out package review (asbestos waste manifests, etc.).

For the purpose of this 'Bid Proposal', we are assuming that an average of five (5) minor quantity on-shift asbestos clean-up projects will occur during the Contract period. 'One shift mobilizations' apply to removal of less than twenty five (25) feet of pipe insulation or less than ten (10) square feet of other materials such as asbestos floor tile (VAT).

PEOSHA refresher training: bloodborne pathogens and laboratory standards

The Omega training department would schedule on-site PEOSHA mandated training for school nurse, janitorial, and other staff. The purpose of refresher training is to review existing and new policies & procedures.

Estimated Lump Sum Pricing by Service (10 Schools Total in School District)

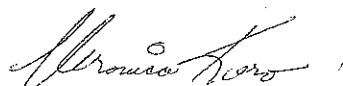
1. SARA Title III Right-to-know Chemical Inventory and Reporting Update	\$7,200
2. Asbestos AHERA 6 month re-inspections (round 1 and 2) and 'Asbestos Management Plan' updates	\$11,500
3. Asbestos abatement oversight (assuming five (5) shifts minor projects, 9 hrs per shift (PCM air sample 24 hr. TAT)	\$615/per event \$3,075 (five emergency asbestos projects)
4. PEOSHA Refresher Training: <ul style="list-style-type: none">• Bloodborne pathogens• Laboratory standards• Hazard Communications	\$700 per training class (multiple schools may be combined for training)

HOURLY RATES CORRESPONDING TO SPECIFIC SERVICES LISTED IN THE BID RFP		
Service Listed in Bid RFP	Staff Designation	Hourly Rate (M-F)*
Asbestos consulting	(Asbestos surveys) EPA Certified Asbestos Inspector	\$69/hour + laboratory analysis of bulk samples
	(Asbestos bulk sampling) EPA Certified Asbestos Inspector	\$69/hour + laboratory analysis of bulk samples
	(Asbestos air sampling) NJ DCA Air Sampling Technician	\$66/hour + laboratory analysis of air samples
	PCM air (24 hour TAT)	\$10/per sample
	TEM air (24 hour TAT)	\$60/per sample
	EPA Certified Management Planner	\$72/hour
Right-to-Know services	Industrial Hygienist	\$75/hour
PEOSHA laboratory standards	Industrial Hygienist	\$75/hour
PEOSHA bloodborne standards	Industrial Hygienist	\$75/hour
Sub-surface investigation	Certified Sub-Surface Investigator	\$75/hour
Air pollution compliance and sampling	Environmental Engineer	\$85/hour
	Air Sampling Technician	\$70/hour
Building commissioning	Mechanical Engineer	\$85/hour
Industrial hygiene (IH)	Certified Industrial Hygienist	\$105/hour
	Industrial Hygienist	\$75/hour
Indoor air quality testing (IAQ)	IAQ Specialist	\$75/hour + instrument usage and laboratory analysis where applicable
UST compliance	Certified Sub-Surface Investigator	\$75/hour
Health & safety activities	Certified Industrial Hygienist	\$105/hour
	Industrial Hygienist	\$75/hour
Soil and groundwater remediation services	Environmental Engineer	\$85/hour (project-specific pricing applies)
Geo-Environmental Services: Geo-probe drilling with sampling media (monitoring well development may incur higher costs based on scope of work)	Two Person Crew	\$2850/day **specialized media and equipment may be extra**
Hazardous & solid waste management	Industrial Hygienist	\$75/hour
Regulated medical waste management	Industrial Hygienist	\$75/hour
* Bid hourly rates reflect M-F day shift hours up to 40 hours per week; over-time multiplier of 1.5x applies to night (over 8 hr.) and weekend work.		

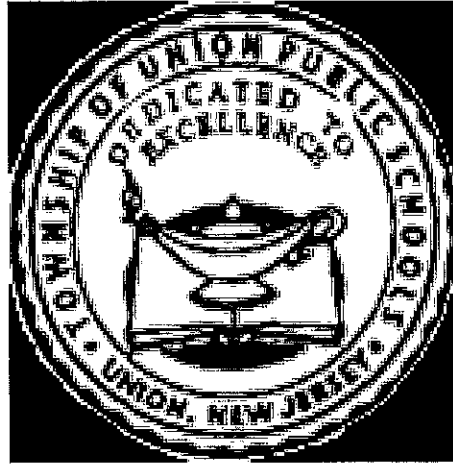
PAYMENT TERMS: NET 30 DAYS FROM ISSUANCE OF REPORT

If you have any questions regarding this bid proposal, please do not hesitate to contact our office at 201.489.8700.

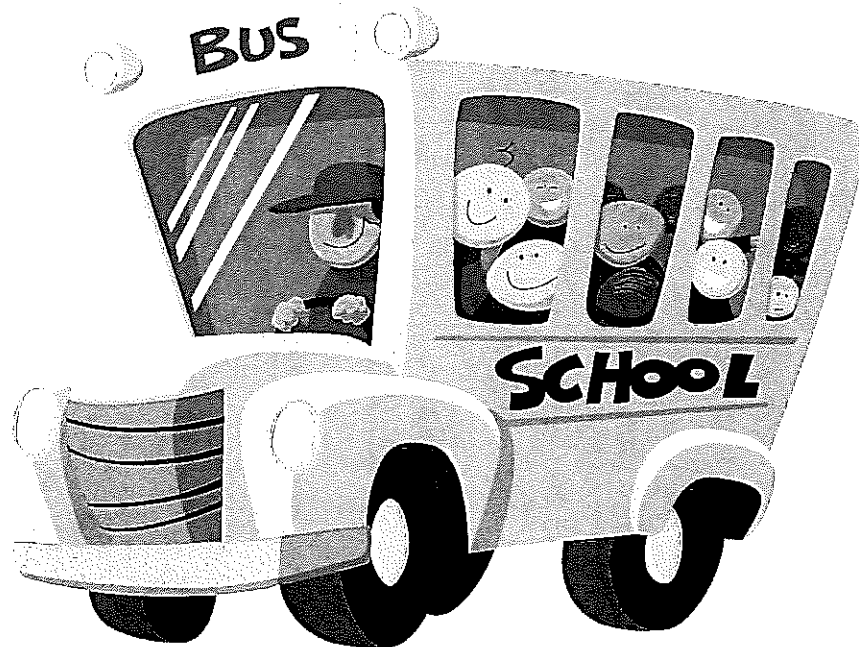
Sincerely,



Veronica Kero, CIH, P.E.



**REQUEST FOR PROPOSAL (RFP)
FOR ENVIRONMENTAL ENGINEERING
AND REGULATORY COMPLIANCE SERVICES**





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INTRODUCTORY STATEMENT:

On behalf of Omega Environmental Services, thank you for giving our firm the opportunity to submit a bid proposal to the Board of Education of the Township of Union for Environmental Engineering and Regulatory Compliance Services.

The goal of the current *Contract* period is to continue high quality services that the school staff demands, while also controlling costs. We at Omega look forward to working with the Board of Education of the Township of Union to achieve this goal using technological and management advantages.

In order to ensure a **smooth transition to a new environmental consulting firm**, we have available existing staff that has worked on your projects. Omega will assign a designated project team to the Board of Education of the Township of Union including: Project Manager, Inspector, Project Designer, and Project Monitors. In addition, as a successful bidder, we will schedule "in-house contract-specific training sessions" to review the Board of Education of the Township of Union specific rules that go above-and-beyond NJ regulatory requirements, such as the "Smart School Protocol" for vertical and horizontal mechanical penetrations.

Company History:

Established in 1989, Omega Environmental Services has been a leader in providing asbestos-related and other environmental services to the New Jersey institutional community including multiple 5+-year contracts in NJ.

Our business focus has been providing asbestos, lead, mold, and environmental testing services to schools, universities, hospitals, and utility companies.

We have a strong positive long-term record with federal, state, county and local facilities in New York and the tri-state area including School Construction Authority (SCA), Columbia University, New York University, Economic Development Corporation (EDC), General Service Administration (GSA), Con Edison, National Grid and The Port Authority of NY/NJ.

We request that you consider the following **unique attributes of Omega** when evaluating the bid submittals:

- 2 full/1 part-time CIH
- Close proximity of our main office and laboratory to NJ school districts
- Strong experience handling union environments – schools, universities, health care
- Accredited in-house asbestos laboratory to handle emergency response aspects of contract – Omega is currently the primary consultant providing 1-3 hour emergency response testing services to Con Edison
- No major lawsuits or regulatory violations related to errors & emissions throughout our 25-year history
- Project staffing capability: 40+ employees
- Solvent financial profile – steady increase in business volume
- Recent successful completion of several asbestos and mold school district projects
- In-house training division which has successfully trained 18,000+ NYC HRA employees



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Understanding of Key Services:

MOLD PROJECTS: Omega has been a leading firm in prevention of mold damage during new construction and renovation projects, as well as mold evaluation when an occupant reports a “musty-moldy odor”. Pre-project, an Omega Engineer reviews the “Project Construction Drawings” to identify possible material selection (e.g. use of mold-sensitive white board on wet wall), design issues (e.g. steel structural components that can track water through/around structure not 100% protected from rain water), or possible ventilation issues (e.g. dew point walls in closets) that can result in mold issues moving forward. A design change than may be recommended to the Owner/Architect. In terms of existing construction that may not be 100% perfect due to age or design, we have developed mold control strategies to improve occupant comfort until major HVAC upgrades can be budgeted.

ASBESTOS: Omega will provide teams of NJ asbestos certified Project Managers, Inspectors, Project Designers, and designated administrative staff to coordinate the Board of Education of the Township of Union asbestos survey, O&M, and abatement activities. An Omega Project Manager would meet with the Board of Education of the Township of Union project Coordinator(s) and/or Architect/Engineer to review general renovation scope details. Available asbestos survey information would be accessed, and confirmed, such that our Project Designer, reflecting the Board of Education of the Township of Union specific requirements, may generate the “Asbestos Project Specification”. If needed, the Project Manager will conduct a Contractor bid walk-through to obtain pricing for the project and/or review the abatement details with a Contractor selected by the Board of Education of the Township of Union. The abatement would then be filed, including required variances. After the project schedule is confirmed with the Contractor, an Omega Project Monitor will be assigned to be on-site concurrently with the abatement work. After completion of the abatement and final inspection by both the Project Monitor and Project Manager, final report documentation will be prepared and issued to the Board of Education of the Township of Union. The school’s “Asbestos Management Plan/database” may be revised to reflect the ACM removed.

ENVIRONMENTAL TESTING: Our firm’s environmental group has experience evaluating day care and school sites for potential historical contamination that may concern parents and staff. Over the past few years, we have completed over seventy-five *Preliminary Assessment Report (PAR)* projects for local day care centers. Our Phase II services include vapor intrusion studies, full site delineation (soil and ground water testing), and preparation of *Remedial Action Reports* submitted to the DEP/DEC for approval. Omega works with environmental attorneys on cases where up-gradient neighboring gas stations and/or dry cleaners may have to be named as Responsible Parties (RPs).

ASBESTOS TRAINING: Omega has three certified trainers on staff to train the Board of Education of the Township of Union personnel. Omega has developed a customized presentation for The New Jersey Educational Industry to satisfy the two-hour AHERA Asbestos Training requirements and for training of the custodial and maintenance staff for the mandatory sixteen-hour operations and maintenance training. All our courses are in compliance with AHERA and OSHA regulations. At the end of each class, the personnel are asked to sign in with their Board of Education of the Township of Union identification number. Omega will issue a laminated wallet sized card or a certificate to all participants who have successfully completed the training course.



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TRAINING: Omega offers a customized and personal training experience for your company's compliance needs and workers with on-site training. Our on-site training agenda can be customized to fit your needs and provides a personal experience and interaction between the on-site trainer and students. So that companies and building owners may comply with the OSHA Hazard Awareness/Right-to-know training requirements and other regulations Omega provides on-site training programs including the following curricula:

- Hazard Communication
- Chemical Hazard Awareness
- Asbestos Awareness
- Lead Hazard Awareness
- Asbestos O&M training (for building maintenance personnel)
- OSHA 10 & 30 Hours
- Ladder & Scaffold Safety
- Electrical Safety
- General Safety for OSHA Compliance

FIT TESTING: Subsequent to the 911-World Trade Center disaster in lower Manhattan, extensive criticism has been generated over the improperly implemented respirator protection protocol, among other issues. Certain 911 Responders, workers with health issues are citing the lack of proper personal protection in 2001 as a main causative factor. With over six hundred 911 Responder deaths in nine years and congress committing billions of dollars to the long-term care associated with them, it is clear that a properly implemented fit-test program in compliance with the OSHA Respirator Protection Standard (29 CFR 1910.134) will minimize worker exposure to airborne hazards and reduce the long-term liability associated with potential worker illness.

The ubiquitous N95 face piece respirator is commonly issued to healthcare workers to prevent exposure to the following airborne contaminants:

- Airborne Tuberculosis
- Airborne pathogens (bacteria & fungi)

In the event of an exposure scenario, or perceived exposure risk, it is important to be able to document "due diligence" in terms of OSHA respirator standard compliance and prevention of exposure to the greatest extent feasible. Such "possible exposures" in a hospital setting include Tuberculosis and other microbiological agents, chemical exposure, and particulate radiation hazards. Our fit-testing programs are custom designed to meet an organization's specific needs. We can provide either qualitative or quantitative fit testing programs at the facility. The program is designed around 24/7 personnel schedules to ensure 100% staff compliance. Omega uses a team approach to design & implement the program. Omega's Certified Industrial Hygienists (CIH) will work with facility department heads to design the program to ensure compliance and their organization's needs are met. A Project Manager will oversee implementation of the program and ensure that all documentation requirements are satisfied. Trained and Experienced technicians perform the fit testing.



RELEVANT PROJECTS

Township of Union Board of Education

Tom Wiggins/Bldgs. & Grounds
 908-851-6421

After completing a capital project in 2011, Omega Environmental Services has been prime Environmental Consultant for the school district including: asbestos/lead, O&M program management, mold delineation and corrective action, training, right-to-know chemical inventory, and indoor air quality assessments. We have been available 24/7 to perform emergency environmental testing assignments, as required.

Seton Hall University

Leon Vandemeulebroeke
 973-761-9454

Since 2003, Omega has provided turnkey asbestos and environmental services to Seton Hall University including management, budgeting, survey design and over-site. Seton Hall University interior asbestos projects fall under the "NJ Sub-Chapter 8" which involves enhanced full-responsibility monitoring. We have also designed and managed specialty environmental projects such as clean out of chemistry lab acid/base tanks.

Columbia University Main and Health Sciences Campus, NY, NY

Rebecca Lonergan
 212-854-8048

Omega provides turnkey asbestos related services to this Client. The scope of these services include initial surveys, preparation of management plans, design & management of major asbestos abatement projects, asbestos air monitoring & over site and budgeting & forecasting. Many of the projects are in occupied buildings and involve remediation being performed at night and during weekend shifts.

New York Medical College

Sarah Cottet
 914-594-4078

Omega served as "Asbestos Coordinator" for the College. Working with the Financial Controller of the institution, Omega provided asbestos surveys and cost estimates for 15+ campus buildings to meet insurance industry requirements. Specifically, asbestos inventories were developed to estimate "total campus-wide environmental liability".

Archdiocese of Newark

Frank Valliciergo
 973-497-4106

Summary: Conducted comprehensive asbestos surveys indicating hazardous locations. Prepared reports with recommendations and estimates and prepared specifications, attended bid meetings, review of bids/submittals, and supplied air monitoring and final close out package. Omega provides hazardous material oversight and has performed spot clean up services and indoor air quality investigations. Omega is responsible for Joint Commission post construction final clearance testing on new operating rooms and other patient areas.

City of East Orange

Michael Johnson
 973-266-5336

Omega provided consulting services associated with asbestos removal/abatement and it involved the following services; (ASCM) air monitoring services for the duration of the project, laboratory analysis of air samples by PCM, laboratory analysis of Final Clearance Samples by TEM method, project oversight & final documentation review & report.

Village of Hempstead

Raymond Calame
 516-478-6624

Omega was contracted to confirm the presence of damaged lead-based paint (LBP) and the following recommendations were made; encapsulation, enclosure and/or other repair of this ceiling to avoid a lead dust hazard in the building.



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Computerized Report and Invoice Documentation

Omega strongly encourages all of our Clients to accept electronic transmission of field and laboratory reports, which provides the following advantages:

- ❖ Saves time – laboratory analysis results immediately posted on web site after QC review – Client has 24/7 pass code access.
- ❖ Saves paper and file storage space.
- ❖ In event of an audit by PEOSHA, EPA, or other regulatory agencies, the files are searchable using project number key fields and date.
- ❖ Board of Education of the Township of Union and Omega can maintain back-up copies on file servers.
- ❖ Enables transmission of report documents from one Township of Union Board of Education representative to another.
- ❖ Report may be transmitted from office to field laptop or personal device.

Omega has developed “field input screens” for surveys and indoor air quality (IAQ) assessments that enable the survey team to record information directly in the field, then auto-download to a custom report template.

Linking of project schedule to final invoice

Our project set-up module is linked to our accounting program and payroll so that “project expenses” are tallied on a continuous basis. The Board of Education of the Township of Union Coordinator could request an automatic e-mail notification when their invoice total for a particular project approaches a cut-off amount/cap.

Real-time carbon monoxide, dust, and IAQ monitoring

Direct read real-time parameters (i.e. computer sensor records measurement rather than collecting sample) with download capability may be remotely accessed. For example, real-time carbon monoxide dust monitoring may be set-up at a construction project perimeter such that the data may be remotely accessed by Omega and/or the Board of Education of the Township of Union. In addition, the download of multiple data points (e.g. record every 5 minutes or other set interval) may be beneficial in evaluating air quality trends (e.g., Contractor’s generator released carbon monoxide from 7-9AM when school staff reported ‘exhaust smell in the building’).

At the request of the Board of Education of the Township of Union, Omega will perform Indoor Air Quality evaluations. Omega will respond within a twenty-four hour period of request or otherwise time limit directed by contract representative.

In addition to the “comfort guidelines”, Omega will test for biological/nuisance dust, microbial parameters, volatile organic compounds and asbestos.

The parameter for testing will be determined by Omega’s on site Industrial Hygienist and the Board of Education of the Township of Union contract representative.

According to the specifications, Omega will provide the Board of Education of the Township of Union with the written findings and recommendations within a twenty-four hour period.



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Qualifications of Proposed Staff

Principal-in-Charge: Gary Mellor-President - Mr. Mellor has over 30 years of experience in the environmental industry. In 1989 he founded Omega and has grown the company to be a multi-million dollar business with over 50 employees in 2007. Gary is a Certified Industrial Hygienist and was the Director of Environmental Health and Safety at Corning-Metpath. He is a hands on manager and is well versed dealing with environmental programs.

Senior Project Principal: Veronica Kero - Ms. Kero is a Certified Industrial Hygienist and Professional Engineer and has over 25 years experience in the environmental industry. Ms. Kero is also a principle partner of Omega since 1989. Veronica's responsibility is technical support to office and field management. Before Omega, she was a Senior Environmental Engineer with Corning a Fortune 500 company. Veronica will be responsible for quality control oversight on the Board of Education of the Township of Union projects – Project Managers will report directly to her.

Laboratory Director: Ping Chen, MD, MS - Dr. Chen also holds a Master of Science in Environmental and Occupational Health Sciences degree and has 31 years of experience in the environmental & occupational health industry. He is responsible for Omega's in laboratory operations. He specializes in industrial hygiene, asbestos analysis and indoor air quality. He is responsible for all in-house laboratory operations and quality control for third-party laboratories utilized by Omega. He specializes in designing sampling protocols, indoor air quality and hazard risk assessment.

The following Project Managers are available to manage the Board of Education of the Township of Union assignments:

Senior Project Manager: David Ekstrand, PE, CHMM, REP - Mr. Ekstrand is an Engineer, a Certified Hazardous Materials Manager and a Registered Environmental Professional with over 26 years of experience in the environmental industry. He is responsible for engineering and managing environmental projects for our clients. He specializes in Hazard Risk Assessment and remediation.

Senior Project Manager: Geiser Fajardo - Mr. Fajardo has 25 years of experience in the environmental industry. He holds asbestos certifications in New York City and State. Areas of expertise include investigation, design, estimating and remediation monitoring of asbestos, lead and mold. He is responsible for our Mold/Fungi program and managing projects for many of our healthcare and construction management clients.

Senior Project Manager: Anton Rezin - Mr. Rezin has a Masters of Civil Engineering and 23 years of technical and managerial experience in the environmental industry. Areas of expertise include investigation, estimating, project design & specification writing and remediation monitoring of asbestos and lead projects. He manages our Asbestos Program and manages the projects for our utility, health care and university clients.

Senior Project Manager: Barrington Smith - Mr. Smith has 19 years of technical and managerial experience in the environmental industry. Areas of expertise include investigation, design, estimating and remediation monitoring of asbestos & lead projects and laboratory sciences. He is responsible for managing the projects for Con Edison and NYC Economic Development Corporation - Related to Hurricane Sandy Relief Programs projects.

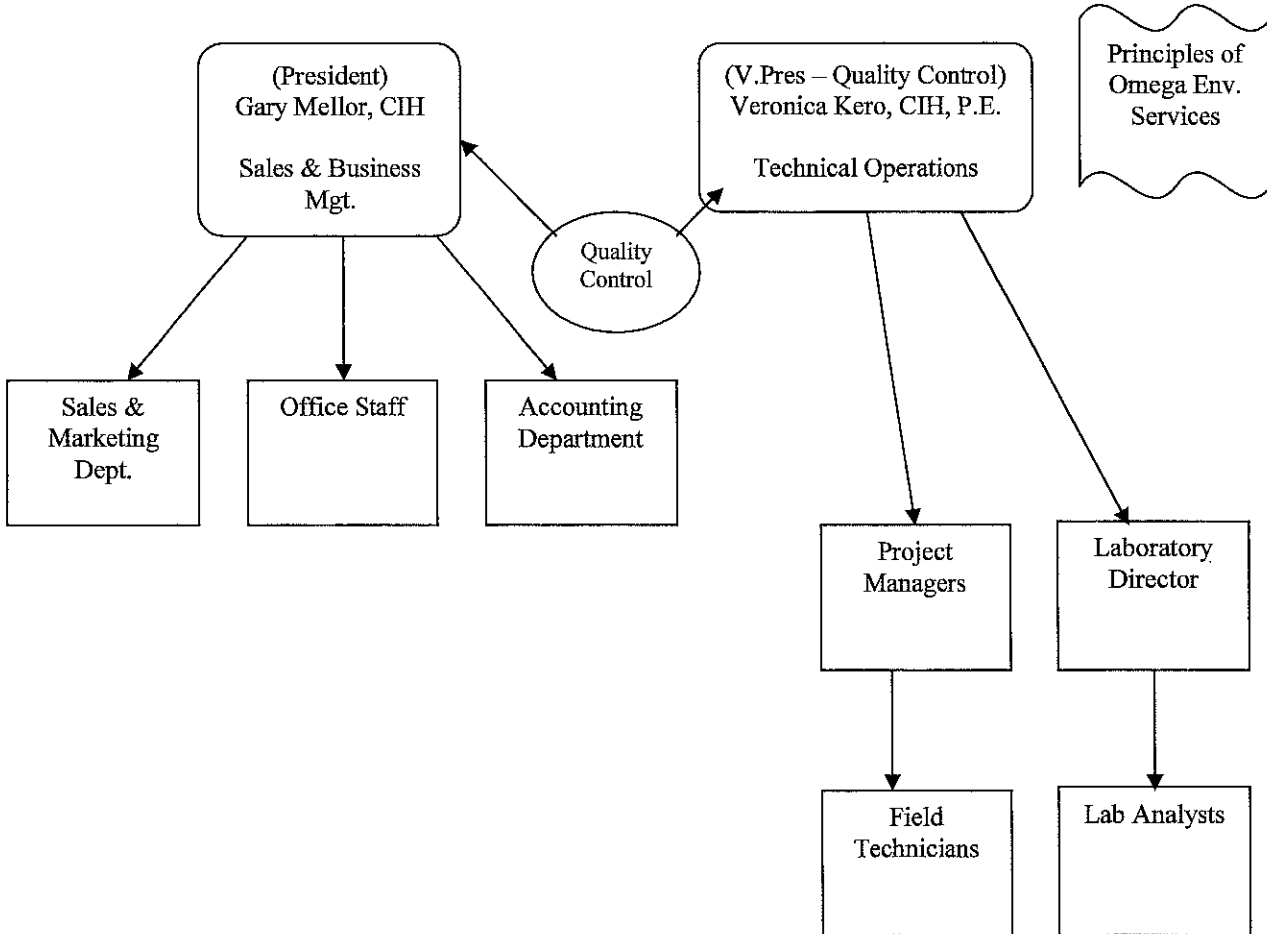
Senior Project Manager: Victor Vivaudou - Mr. Vivaudou has 20 years of experience in the construction/environmental industries. Areas of expertise include microbiological risk assessment & remediation, IAQ, moisture risk assessment and for our Legionella program and managing projects for many of our healthcare and construction management clients.



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Senior Project Manager: Larry Zaccherio - Mr. Zaccherio has 19 years of experience in the environmental industry. He is an OSHA Certified Trainer. Mr. Zaccherio currently oversees and manages all of our residential projects involving asbestos and mold.

Project Manager: Adel Guerrero - Mr. Guerrero has been in this business for 15 years and holds an AST license. He has extensive asbestos experience, mold and indoor air quality testing. He has worked on Archdiocese of Newark, Hackensack University Hospital, Columbia University and New York University.





Veronica Kero has developed a Contract-specific QC program for our client specific requirements. As a successful bidder, we would appreciate the opportunity to develop a joint QC program with the Board of Education of the Township of Union, such that both our firm and the Board of Education of the Township of Union will mutually benefit from improvements in quality and consistency.

Asbestos project staffing

Omega is planning to mobilize 3-5 person teams to each assigned school project, including the following personnel:

Title	Project Function
(1.) Asbestos Project Manager	Initial site meeting & walk-through, hazard assessment, OSHA id & tag, any additional survey work required
(2.) Asbestos Investigator/Inspector	Review existing survey documentation – confirm and expand as required Prepare ACP-5 forms
(3.) Asbestos Project Designer	Develop <i>Project Specifications</i> for any new work Prepare <i>Site-Specific Variance Applications</i>
(4.) Asbestos Management Planner	Review & amend existing <i>Management Plans</i> as required
(5.) Asbestos Project Monitor	Monitor active asbestos abatement projects Collect asbestos air samples Count number of asbestos bags
(6.) Administrative Support	Schedule projects Prepare and e-mail reports

Bulk sampling for ACM

Omega’s seven full-time AHERA Inspectors are mobilized on an on-call basis to collect asbestos bulk samples and provide written reports within 24 hours, if quick turn-around-time is needed.

Professional support services

Omega has available three (3) Certified Industrial Hygienists (CIHs) and other health & safety professionals to oversee the program and attend meetings involving PTA members, regulatory officials, and union officials to answer health & safety-related questions.

Project Management

Base scope of work

An Omega Project Manager will attend a project kick-off meeting with the Board of Education of the Township of Union Coordinator to obtain a list of schools assigned to Omega. Within three business days of this meeting, Omega will provide a task-specific schedule including a list of project team members and cell phone numbers.



Weekly meetings

When work is ongoing, weekly update meetings are conducted by the Omega Project Manager and the client's assigned coordinator. An e-mail update may be provided in lieu of an on-site meeting.

On-call emergency response work

Omega shall provide a roster of employees including emergency response contact cell phone numbers to handle any on-call work that arises in the course of this Contract.

Project Scheduling & Control

Projected project scheduling

As per our practice on existing large project work, we provide multiple teams throughout the week and weekend.

IAQ and asbestos bulk sampling work may be completed within the 24-hour time period specified. It should be noted that mold sample analysis requires a 14-day culturing period and standard IH sample analysis involves a 7-10 day turn-around-time. Direct-read instrument data is available immediately.

Project control

A monthly summary report listing completed and pending projects may be prepared.

Sampling Methodology

Parameter	Methodology	Laboratory (if applicable)
Asbestos		
Asbestos bulk (friable)	PLM	Omega in-house accredited laboratory
Asbestos bulk (non-friable)	PLM or TEM-NOB	Omega in-house accredited laboratory or EMSL
Asbestos air (standard)	PCM	Omega in-house accredited laboratory or EMSL
Asbestos air (final clearance and occupant background exposure)	TEM	EMSL
Mold		
Mold air	Spore trap	P&K Microbiology
Mold tape/swab/bulk	Culture and enumeration	P&K Microbiology
Environmental – VOCs, semi-VOCs, metals		
VOCs	8260	Pace Analytical Services, Inc.
Semi-VOCs	8270	Pace Analytical Services, Inc.
TAL Metals	Total metals	Pace Analytical Services, Inc.
Hazardous Characteristics	RCRA methods	Pace Analytical Services, Inc.

Upon conclusion of preparing any contract documents, post award services, Omega will submit a QA/QC Program. Omega will then submit a closeout letter to the Board of Education of the Township of Union certifying that Omega conformed to the QA/QC Program.



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Upon initiation of a Task Order by the Board of Education of the Township of Union through communication to the Omega Project Manager, the Scheduling Coordinator will be contacted. The Coordinator will then arrange for the appropriate Omega personnel to be on-site to assess the scope of the work to be performed. If the project requires a survey, licensed individuals will perform this particular work to establish the presence or absence of asbestos containing material under EPA/AHERA. The bulk samples will then be sent with a chain of custody to the designated laboratory to perform the analysis in accordance with NVLAP, ELAP and the Board of Education of the Township of Union requirements.

All bulk samples/material will be analyzed for the detection and quantification of asbestos and/or lead and a report will be faxed to the Board of Education of the Township of Union within the time requirements designated for the project. Both the fax and final report shall include the Department sample identification, sample location, the percentage on weight of asbestos if detected, method of analysis and copies of all accompanying chain of custody documents.

All airborne sample analysis will follow the applicable sampling protocol and a report will be electronically emailed/faxed to the Board of Education of the Township of Union within the time requirements designated for the project. Both the email/fax and final report shall include the authority sample identification, copies of all laboratory field data sheets with the total number of asbestos structures per cubic centimeter of record, copies of count sheets for analyzed samples, the result in structures per cubic centimeter of sampled air, structures per square millimeter of filter analyzed and the limit of detection for all analyzed samples, method of analysis and copies of all accompanying chain-of-custody documents.

The final report will be submitted to the Board of Education of the Township of Union according to their guidelines within the time designated by the Engineer. The following items will be included in the Asbestos Abatement Final Reports:

- Copies of Certifications for the Contractor and Employees
- Copies of all appropriate notifications made to the USEPA, NYSDOL, NJDCA and DOL (if required)
- Verification of Asbestos removal quantities
- Copies of Manifests, Permits, Licenses for the Waste hauler
- Logs performed by the Consultant on-site (Abatement and Monitoring) this would include inspections, observations and summary of work performed
- Copies of Air Monitoring results
- Copies of Certifications from the Consultant Company and their Employees
- Copies of Certifications for the Laboratory utilized
- Check drains for signs of mercury contamination using visual inspection combined with mercury indicator
- Check building slabs for oil or other staining

Preparation of Schematic Plans, Drawings, & Reports

After detailed field verification and scope delineation, project drawings and written specifications are developed so that the Owner, Contractor, and other involved parties are clear about the work to be initiated and that optimal cost control has been achieved.

In Omega's experience, change orders and project delays can be reduced by predicting possible stumbling blocks prior to the start of work so that solutions can be incorporated into the specification documents.

Protection of building HVAC and other building systems to prevent cross-contamination of other areas of the facility is specifically addressed. Omega will identify the technical description of the work, engineering controls, locations of all decontamination areas, drawings with the latest version of AUTOCADD and estimates of the costs with the task order.



Preparation of Contract Documents

Upon performing the Survey and Inspection of the designated space for remediation, Omega will prepare the Contract Documents to conform to the Board of Education of the Township of Union standards and to all codes and regulations applicable in the geographic area of performance.

Pre-Bid Services and Review

Once sealed bids are received, Omega prepares a bid review spreadsheet for bidder-to-bidder and bidder-to-standard market unit price comparison. Omega will be involved in the process upon request, but can review the work order issued to the contractor and make any necessary changes, which are required prior to the commencement of the work. Once a successful bidder is selected, Omega coordinates filing of the project. When services include the preparation of contract documents and/or performance of post award services, Omega will submit a specific Quality Control/Assurance program to the Board of Education of the Township of Union representative prior to the performance of services.

Post - Abatement Review

The assigned Omega project manager will ensure that the contractor has performed the abatement activities to the specifications and design and will issue a final report under separate cover upon final review of all documents and a visual inspection of the area. If Omega is requested to be on-site during the work activities a specific Quality Control/Assurance program will be submitted to the Board of Education of the Township of Union prior to the performance of said services.

Based on our understanding of the required *Scope of Services*, we consider the key elements of this contract to be:

- Local availability of qualified Certified Industrial Hygienists, NYC/NYS Certified Asbestos Investigators, NJ ASTs, Asbestos Management Planners, Asbestos Project Monitors, Designers and Air Sampling Technicians.
- Immediate responsiveness and availability of the above personnel on an extremely short notice (less than 2 hours).
- Availability of the above personnel on weekends, nights, holidays and periods of inclement weather.
- Availability of these personnel to work with schedules established by the Board of Education of the Township of Union. Establishment of a round-the-clock "dispatch system" to coordinate assignments and field activities and ensure that contingencies are in place to address all unforeseeable situations. Omega currently utilizes dedicated live toll free line for after hour's communication. The operator is instructed to locate the team members by any means available until the appropriate personnel are reached and the message is conveyed.
- Ability to produce quality deliverables on schedule and within budgets.
- Experience of the Project Manager and other key personnel in similar local projects, including familiarity with the Board of Education of the Township of Union requirements and operations.
- Location of the main office, lab, and Project Managers in New Jersey.
- Availability of qualified (registered and/or certified) professionals, including engineers, scientists and technicians who can provide consulting and design services for the required environmental services.
- Thorough understanding of relevant state, federal and local regulations.
- Unconditional commitment of the resources of the entire Omega team to this project.

Technical Approach

The scope of services to be provided by Omega will be in conjunction with Annual Facility Audits, Environmental Air Sampling and Asbestos/Lead Abatement Projects. The air-monitoring program shall be performed in accordance with the Board of Education of the Township Union Asbestos Removal and Disposal Specifications. Omega will follow the most stringent of regulations whether dictated from the Board of Education of the Township Union or published standards.



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Omega will provide the following services, but not limited to the following:

- Determine and accurately quantify the existence of damaged friable and/or non-friable asbestos
- Specify the appropriate method of testing for bulk and air sample analysis
- Utilize qualified asbestos and environmental laboratories under the direction of the Board of Education of the Township of Union.
- Prepare asbestos abatement designs and specifications using qualified licensed personnel.
- Create and file applicable or site specific variances and notifications.
- Develop and recommend methodologies for asbestos abatement and the associated costs based on current industry standards and the Board of Education of the Township of Union protocol
- Review asbestos abatement specifications and drawings in order to comply with the asbestos removal and disposal specifications, while maintaining a review log
- Conduct OSHA Personal Air Monitoring to meet the OSHA regulations under CFR
- Provide on-site asbestos abatement project management for pre-abatement, during and post abatement of project until final clearance is achieved in accordance with cited regulations and the Project Design

When receiving a request for specific services under the contract and prior to the performance of any such services Omega shall submit in writing to the Board of Education of the Township of Union for approval an estimated cost and staffing analysis of such services to the Department. Omega will not perform services unless direct approval of cost and direction from the Chief Engineer in writing to proceed. Omega will monitor the costs associated with the task order and will not continue to render additional services unless specifically authorized in writing by the Board of Education of the Township of Union. Omega will remit the revised cost structure form in a timely manner.

Omega will meet and consult with the Department representative as requested by the Board of Education of the Township of Union for the services requested. Before performing the requested services, any contract drawing and technical specifications and other items to be submitted or prepared by Omega shall be subject for final review by the Board of Education of the Township of Union. The Board of Education of the Township of Union has final say of all task proposals and can request Omega to perform revisions.

Approach & Methodology

Preventative problem solving

At our Project Management meetings, we strategize how to improve efficiency of asbestos/other projects, including:

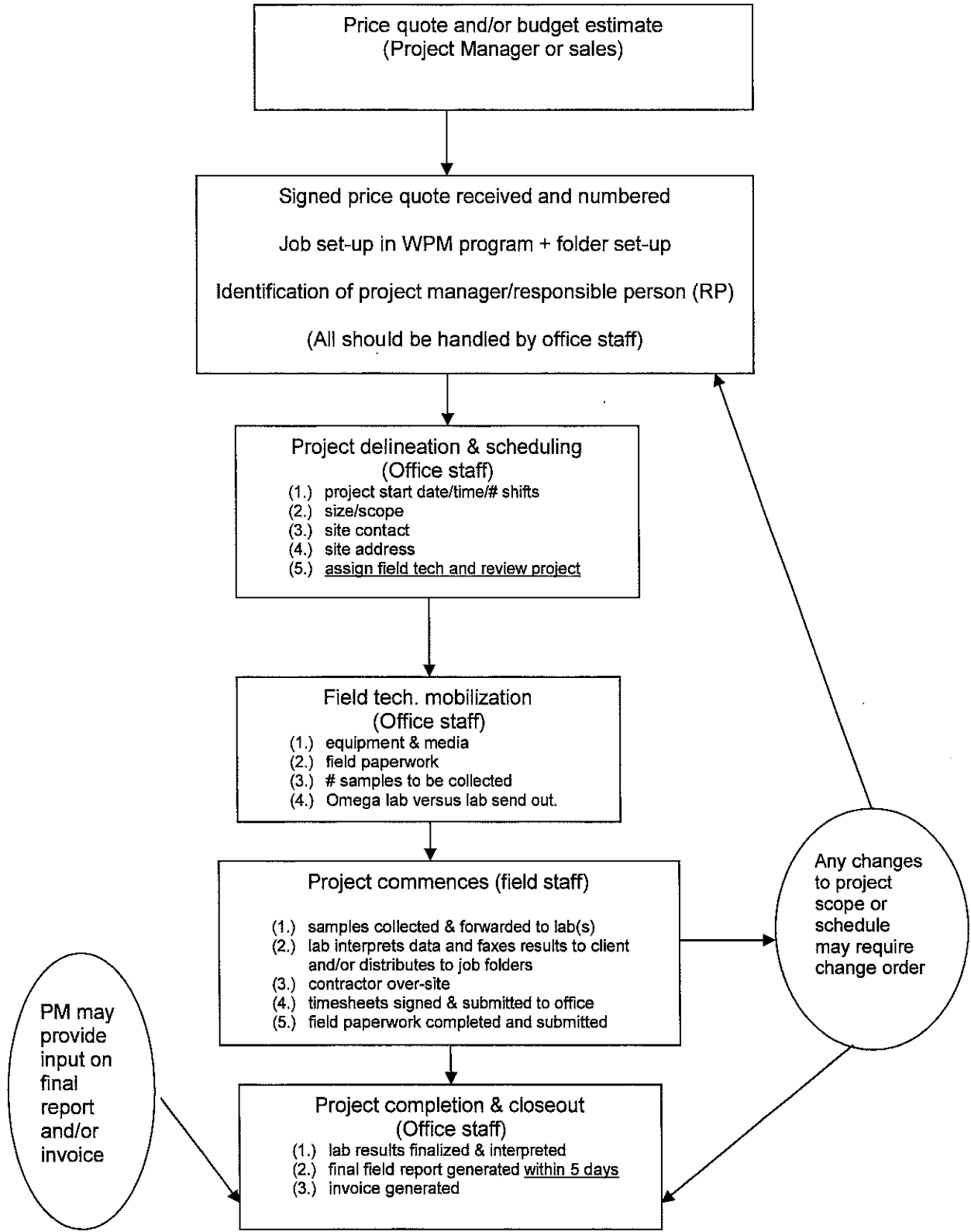
- Wherever applicable, perform concurrent asbestos/lead/mold abatement within one single contained work area using one abatement crew – minimizes material and labor costs plus room/area only has to be closed one time.
- Review of repeat abatement Contractor change order requests so that they may be prevented using wording in "Project Specifications" moving forward (e.g. change order for 2nd-3rd layer of asbestos floor tile and/or mastic under 2nd wooden sub-floor can be prevented by core drilling through additional sub-floors during survey/delineation phase and listing "Contractor responsible for removal of all flooring layers down to slab, including materials under additional sub-floors" in Spec).
- Review of recent disastrous projects on other sites so that similar problems can be prevented on Omega projects (e.g. in response to Deutsche Bank fire – check that abatement contractor does not alter building stand pipe spray-glue and other flammables used during abatement should be stored in fire safety cabinets while on-site).
- Minimize emergency abatement costs – standby testing and clean-up arrangements with fixed unit costs.
- Improve communications/coordination with general construction trades to eliminate redundant scope of work and accidental disturbances that become costly emergency abatement projects.
- Tracking/elimination of building water damage pattern(s) that can result in mold, lead paint, and/or asbestos damage.

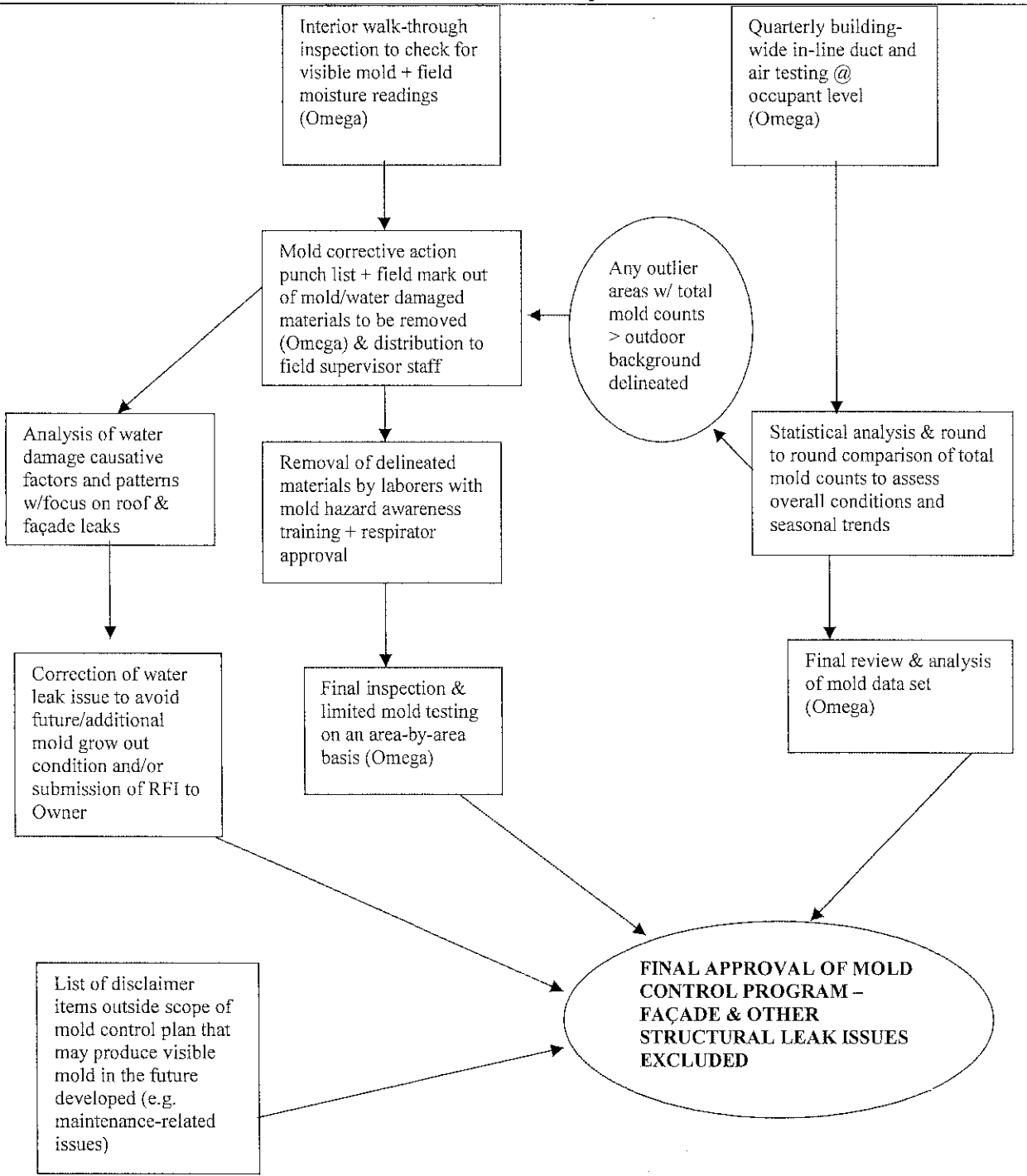


Flowcharting of Individual Groups/Services to Assess Process Flow

In order to service higher-volume Contract work at a competitive price, it is necessary to flowchart various groups/services to gain a better understanding of process flow. As an example, our in-house administrative support process and construction project mold inspection services are flowcharted below.

In the process of flowcharting our services, we sometimes determine that a particular job function is redundant and/or “re-inventing the wheel”. In the environmental field, elimination of redundancy is particularly important in terms of paperwork. In order to reduce the paperwork burden on our Project Managers and field staff (which reduces their available field time), we provide as much administrative and computer support as possible. Our goal is provide the Client with one single final report for each project in the correct useable format.







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Environmental Site Assessments

PHASE 1:

- Employee interviews/group meeting to assess level of concern and nature of illness
- Visual inspection of the site (inside & outside)
- Preparation of a Preliminary Assessment Report (PAR)
- Preparation of an Indoor Environmental Health Assessment

PRELIMINARY (ENVIRONMENTAL) ASSESSMENT REPORT

- Site inspection to identify past and potential sources of environmental concerns including USTs (Underground Storage Tanks), chemical storage, wells, etc.
- Historical review of the property for the past 50 years including utilization of municipal records and interviews with knowledgeable parties.
- Review of regulatory agency database files to determine historic records of recordable incidents (spills, chemical storage, hazardous waste sites, etc.) on the property and nearby area.
- Determination if there is any outstanding *NJ DEP case files* pertinent to the investigation.
- Screening of visual evidence and readily available documentation regarding radon, asbestos, lead paint, proof of potable water, potential for vapor intrusion, and potential surface soil exposure (for outdoor playgrounds).
- Certification whether the building ever housed a use classified under the Uniform Construction Code (UCC) as any of the following:
 - Group F – factory/industrial
 - Group H – high hazard
 - Group S – storage
 - Group B – dry cleaners or nail salons
 - Group M – gasoline stations

INDOOR ENVIRONMENTAL HEALTH ASSESSMENT

In conjunction with the PAR, an Indoor Environmental Health Assessment (IEHA) may also be performed, based upon the findings of the PAR.

The IEHA includes:

- Identify potential for current direct contact exposures from existing soil contamination (surface soil, such as in play areas).
- Certification that indoor air quality is not compromised through sub-surface vapor intrusion or from nearby dry cleaners or nail salons (Further Testing may be required).
- Certifies that Safe Drinking Water is being provided.
- Certification that the school complies with all existing Department of Children and Families regulatory requirements with respect to radon, asbestos, and lead.

PHASE II TESTING: FIELD & INDOOR AIR TESTING

Based upon findings from the PAR and the IEHA, Omega specifies field-testing that may be performed.

Such field-testing includes:

- Using a Photoionization Detector (PID) field screening of property for volatile organic compounds (VOCs) and hydrocarbons will be performed.
- Screening of property for radiological and Electro Magnetic Frequency Hazards (EMF) using field meters.
- Indoor air/vapor intrusion testing for VOCs using mini-can technology – Laboratory analysis will be performed using the *EPA TO-15 method*.
- Indoor air testing Microbiological surface & air testing for culturable mold & fungi using an Anderson sampler.
- Indoor air quality testing for formaldehyde - laboratory analysis will be performed using *NIOSH Method # 2016*.

Potential Problems Encountered on Asbestos/Mold/Environmental Projects

Issue	Proposed Solution
ASBESTOS	
Abatement Contractor refuses to follow fire safety precautions (e.g. open slab penetrations inside containment not foamed).	Omega PM will issue a verbal warning and document in <i>Project Log</i> . Then the Board of Education of the Township of Union Coordinator to be contacted to discuss whether regulatory agency should be notified.
Conduits running through abatement area can't be de-activated.	Omega PM will obtain <i>Site-Specific Variance</i> to allow protection of live cables.
Abatement Contractor and Omega PM arrive on-site to start abatement project in a room still filled with desks, books, and other contents.	Omega PM to verify removal of contents in work area(s) prior to start of work, as well as decon water source and disconnects. On-site school representative asked to remove contents or allow Contractor to move contents.
Regulation size worker/waste decon does not fit in school corridor.	Omega PM to obtain "Site-Specific Variance". May require abatement Contractor to tunnel work area to decon or outside decon trailer.
Pipe fitters accidentally vibrate slab and indirectly cause asbestos disturbance.	Room/area temporarily closed to school access pending clean up. HVAC supplies/returns must be blanked off. Emergency asbestos project scheduled if dust release exceeds school's in-house O&M capabilities.
TEM asbestos air sample filter accidentally gets wet and can't be analyzed using standard method.	Additional drying prep in desiccators attempted first. PM returns to site to re-collect air samples.



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MOLD PROJECTS	
Classroom has “moldy-musty” odor, but no visible mold or water damage.	<p>Possible previous concealed leaks will be tracked/traced.</p> <p>Probe cuts inside wall/ceiling cavities to delineate any concealed mold.</p> <p>Review of ventilation system details that may be contributing to odor issue (e.g. classroom with no central air next to gymnasium with new HVAC becomes a negative pressure stagnant zone susceptible to odors).</p>
Asbestos abatement contractor removes asbestos window caulk properly, but leaves window exposed such that drywall below window sustains water and mold damage.	<p>Asbestos Project Monitor is advised to verify final protection at conclusion of abatement.</p> <p>Asbestos Contractor may be back-charged for cost of mold abatement.</p>
School Custodian accidentally leaves slop sink running overnight and janitor closet plus adjoining rooms flood.	<p>Omega would delineate/track the water damage horizontally and vertically so that immediate drying efforts may commence.</p> <p>Lower wall drywall may be marked out for removal to avoid future mold growth.</p>
New fire-rated assembly has significant mold damage that may impact fire-resistance properties over time – G.C. doesn’t want to remove because Building Dept. approvals may be jeopardized.	<p>Reference USG “Repair of Type X/C Fire Rated Drywall” protocol.</p> <p>Immediate removal and patch so that overall fire rating not jeopardized.</p>

ENVIRONMENTAL PROJECTS	
Fuel odor noticed in school basement.	<p>Check regulatory database for possible neighboring or up-gradient properties with recorded spills.</p> <p>Possible vapor intrusion sampling for VOCs/semi-VOCs.</p>
Oil delivery truck accidentally attempts delivery to out-of-service tank fill location.	<p>Oil company’s spill clean-up protocol must be implemented.</p> <p>NJ DEP should be contacted.</p> <p>Follow-up soil testing may be performed to document impact/no impact to adjoining properties.</p>
Generator diesel storage tank ruptures in a school basement.	<p>Omega would contact the Board of Education of the Township of Union approved environmental clean-up contractor to initiate spill clean up.</p> <p>On-site spill kit may also be used for smaller spills.</p>
Elevator pit hydraulic cylinder found to have decreasing product volume.	<p>Omega would coordinate lockout of elevator so that the hydraulic tank can be accessed plus pit sampled.</p> <p>If required, “Elevator Pit Clean-up Plan” developed and submitted to DEP/DEC for approval.</p>



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GENERAL	
Difficulties obtaining access during normal school operating hours.	Work may be scheduled 2 nd -3 rd and weekend shift.
Instate occupants and parents after negative story published by news media about a school site.	Fast-turn-around-time/off-shift work generally minimizes complaints. Questions to be routed to proper Board of Education of the Township of Union officials. Omega field techs are not permitted to speak to media and/or union representatives.
Inspection of mechanicals above hung ceilings.	Coordination with site maintenance staff. "Control cube" mini-enclosure may be erected first to isolate ceiling section from remainder of building environment during test.
Difficulties associated with active high/low pressure steam lines.	Sampling and/or abatement to be conducted during shutdown periods whenever possible – minimal sampling of active lines is feasible. Coordinator testing with on-site mechanical staff.
Janitorial staff concerns.	Issues such as waxing of asbestos flooring and opening of ceilings to be addressed in conjunction with 2-hour asbestos hazard awareness training.
Language barriers.	Omega has Spanish and Russian-speaking project managers and trainers available
Site mobilization – parking, ladders, etc.	Omega will handle arrangements directly with each building custodian. Omega survey team(s) bring own ladder(s) to site. Hi-lo scissor lift scheduled where needed (e.g. high elevation gymnasium ceiling).