



March 20, 2019

Mr. Jason Westfall
Executive Director
East Central BOCES
P.O. Box 910
820 Second St.
Limon, Colorado 80828

**RE: Annual Asbestos Training
East Central BOCES
Anderson Proposal No. P19028**

Dear Mr. Westfall:

Thank you for asking W.E. Anderson Environmental Consulting, LLC (Anderson) to submit this proposal to provide asbestos training services for the East Central Board of Cooperative Educational Services (BOCES).

SCOPE OF WORK

Anderson will conduct the 16-Hour Asbestos Operations and Maintenance (O&M) training at your facility on August 1st and 2nd, 2019, from 8:00 am to 4:30 pm.

This training will include 2-Hour Asbestos Awareness training for East Central BOCES Members. This Environmental Protection Agency (EPA) and Colorado Department of Public Health and Environment (CDPHE) required training is to be provided to maintenance and custodial personnel that work in areas where asbestos-containing materials (ACMs) are or may be present. The training session is two hours in length and will include, but not be limited to, the following elements:

- Health effects of asbestos
- Locations of ACM in the facility
- Recognition of ACM damage and deterioration
- EPA requirements related to housekeeping
- Proper response to asbestos releases

Also, included in the 16 Hour O&M will be the 14-Hour Asbestos O&M Program-related training for the East Central BOCES. This 14-Hour training is required in addition to the

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2-Hour Awareness training program for school employees who handle and repair small quantities of asbestos materials. The 14-Hour Asbestos O&M Program training will meet the requirements of the Occupational Safety and Health Administration (OSHA) General Industry Asbestos Standard, OSHA Construction Asbestos Standard and the Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA) and CDPHE regulations.

The contents of the 14-Hour Asbestos Operation and Maintenance Program will include the following:

- Information regarding asbestos and its various uses and forms.
- Information on the health effects associated with asbestos exposure.
- Available information concerning the locations of presumed asbestos containing materials (PACM), asbestos containing materials (ACM) and asbestos containing or PACM flooring material.
- Instruction in recognition of damage, deterioration, and delamination of ACM.
- Regulatory Review.
- A detailed overview of federal, state and local regulations.
- Employee medical monitoring requirements.
- Hands-on workshop and demonstration for asbestos small scale operations and maintenance activities.
- Personal protective equipment and respiratory protection.
- Proper handling techniques for ACM.
- Asbestos air monitoring requirements.
- Hands-on workshop and demonstration of glove bag applications and uses.

Anderson will also provide the EPA required annual refresher training for the 16-Hour Asbestos Operation and Maintenance Program (O&M Program) training. Regulations require an 8-hour refresher; therefore, individuals that need the 8-Hour O&M refresher training can attend the second day of the initial 16-Hour O&M training.

These programs will be customized to address any specific policies and needs of the course attendees. The training programs will be instructed by an experienced and qualified instructor and will utilize lectures, slides, video and/or PowerPoint presentations and demonstration materials.

Students attending the training programs will receive course materials and a certificate of completion. Anderson will provide materials and instructional services necessary to perform the training. Anderson invites training attendees to bring their school's EPA AHERA asbestos management plan books for a review opinion by our instructors as part of the training curriculum.