

Following are the typical steps involved with coordinating asbestos abatement projects at Penn.

1. Facilities and Real Estate Services (FRES) Project Manager submits scope of work and drawings for renovation or new construction projects to EHRS.
2. EHRS evaluates scope of work for impacts on asbestos-containing materials. When needed, EHRS reviews scope with Project Manager and project architects and engineers.
3. EHRS provides Project Manager with a written scope of abatement work and a City of Philadelphia Asbestos Inspection Report for submittal for permits.
4. If project requires competitive bidding, EHRS provide Project Manager with recommendations for asbestos abatement contractors qualified to bid on the project.
5. Project Manager coordinates the bid process with the recommended bidders using the scope of work provided by EHRS.
6. EHRS attends bid walk through and familiarizes bidders with the scope of work, site conditions and answers questions.
7. Abatement contractors submit bids to the Project Manager.
8. Project Manager contracts with the selected bidder using the University's Asbestos Removal Agreement.
9. EHRS provides an Environmental Services Estimate to the Project Manager. The estimate includes the abatement contractor cost and expected EHRS project oversight costs. This includes costs associated with inspections and air sampling required by the City of Philadelphia Asbestos Control Regulations.
10. At the completion of the project, EHRS submits a final clearance inspection report to the City of Philadelphia Asbestos Control Unit and provides a copy to the FRES Project Management.