

APPENDIX 4 B

Board of Regents of the University System of Georgia

Criteria for Environmental Site Assessments

Revised - April 2000

Scope of Services/Consultant Criteria:

Note: A Board of Regents (BOR) Environmental Site Assessment (ESA) is intended to identify any recognized environmental conditions which previously existed or currently exist at the subject property which may cause the BOR liability or cost concern and/or which may preclude development of the site. *Consultants are cautioned to be aware that this criteria exceeds the minimum requirements of a "standard" industry phase I ESA and that it may be necessary to visit the subject property or to discuss site-specific issues with knowledgeable personnel prior to submitting a proposal.*

1. The selected environmental consulting/engineering firm (consultant) shall have demonstrated experience in completing similar-scope assessments and shall have at least one principle, with project oversight and report review (sign-off) responsibilities, who is certified and/or registered in one of the following disciplines:
 - i. Professional Engineer (PE)
 - ii. Certified Industrial Hygienist (CIH)
 - iii. Professional Geologist (PG)

In addition, all personnel performing ESAs on BOR projects or property shall possess adequate experience and training. Resumes of each person proposed for the project shall be submitted with the firm's lump-sum, not-to-exceed, cost proposal.

2. The ESA shall, at a minimum, meet the requirements of the American Society for Testing and Materials (ASTM) standard E1527-94 "Standard Practice for Environmental Site Assessments".
 3. In addition to the minimum requirements referenced in ASTM E1527-94, the ESA shall also include detailed assessment (including abatement recommendations and cost estimates) of other potential environmental/property conditions as outlined below:
 - i. Asbestos-Containing Materials,
 - ii. Lead-Based Paint (or other lead contamination),
 - iii. Soil and/or Groundwater Contamination
 - iv. Solid Waste (buried waste/landfills).
 - v. Archaeological Sites/Artifacts/Human Burial Sites
 - vi. Wetlands
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4. The ESA shall also include abatement recommendations and cost estimates for asbestos or other hazardous materials or for remediation of soil or groundwater contamination (if there is compelling or obvious evidence that such contamination may exist at the site). Any such abatement/remediation recommendations and cost estimates shall be based on collection and analysis of a scientifically and legally defensible number of samples from the subject property. *NOTE: All proposed sampling plans shall be approved by the BOR Director of Environmental Affairs and/or the institution's designated representative prior to proposal acceptance. Building material and soil and groundwater samples shall not be collected if there is no compelling or obvious reason to believe such concerns exist at the site.* If a sampling plan is approved for the project, the price for the collection and laboratory analysis of any planned samples shall be included in the consultant's lump-sum, not-to-exceed proposal. Broad consultant disclaimers regarding characterization of building materials, soil or groundwater contamination and remediation cost estimates shall not be acceptable for BOR ESAs.
 5. The ESA shall identify whether abandoned (or recently active) solid waste disposal sites exist on (or are buried beneath) the subject property. This information shall be obtained from personnel interviews, site inspection, site documents, aerial photos, or regulatory permits / applications. If test pits are necessary to determine the existence of solid waste at the site, the Consultant shall either arrange for the institution to provide suitable excavation equipment (track hoe, hand-auger, etc.) or shall include the cost for equipment rental in their lump-sum, not-to-exceed proposal.
 6. Archeological site and historical resource information shall be obtained through review of the Georgia Archeological Site Files at the UGA library in Athens (706)542-8737, through consultation with the State Department of Natural Resources Historic Preservation Office (404)656-2840, review of previously published reports, and/or interviews with archaeologists and historic preservationists involved in research in the general area. The consultant shall also be responsible for identifying and clearly delineating any human burial sites that may be present on the subject property. In addition, where potential sites of archaeological significance or human burial may be present, more detailed site investigation and/or testing may be necessary. In such cases, the Consultant shall include a cost proposal for such an investigation in the final ESA report.
 7. The Consultant shall be required to determine whether any potential wetlands exist on the subject property. If wetlands exist, the Consultant shall be required to provide a site map delineating the general boundaries of the suspected wetland(s) and shall recommend an appropriate strategy based on proposed plans for development of the site.
 8. The ESA shall consider the history and the current status of the subject property as it relates to any possible BOR plans for site development and/or construction. Therefore, it will be necessary to discuss any potential plans with the project design professional, the BOR Program Manager and/or the designated representative(s) of the institution.
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9. For each component of the ESA, the appropriate level of inquiry shall be accomplished through site visits, visual observations, sample collection (where approved in advance), historical/regulatory record reviews, site personnel interviews, aerial photograph reviews, and other means as necessary to accurately report on all required issues.

10. The Consultant shall prepare a final written "ESA Report" (2 copies) for submission to the BOR Director of Environmental Affairs and/or the institution's designated representative. An acceptable final report will meet the requirements of ASTM 1527-94 and shall contain the following information:
 - i. Executive Summary
 - ii. Introduction
 - iii. Site Description (subject property)
 - iv. Records Review
 - v. Discussion of Site Observations / Personnel Interviews and Other Sources of Information (including specific substances, equipment, or areas of concern)
 - vi. Findings/Conclusions/Recommendations
 - vii. Names, Signatures, and Qualifications of Consultant Personnel
 - a. Including field assessor(s), report preparer(s), report reviewer(s) and firm principle(s) seal or stamp
 - viii. Appendix/Attachments
 - sample analytical reports (where approved)
 - aerial photos
 - USGS quad maps
 - site diagrams
 - site photos
 - historical records
 - personnel interview documentation
 - other documents as appropriate

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