

HARRIS COUNTY

Public Infrastructure Department
Architecture & Engineering Division

1001 Preston, 7th Floor
Houston, Texas 77002
(713) 755-5370

8 June 2011

Scope of work checklist for projects with recognized environmental conditions within the project's limits

Design Phase – Plan Development:

- Show Phase II Environmental Site Assessment (Phase II ESA) sample locations on Plan Sheets.
- Make available to the consulting engineering firm electronic copies of the Phase I & II ESA to be made available to bidding contractors through CivCast (our online bid management site).
- Assist the consulting engineering firm to show limits of contamination on the appropriate Plan & Profile sheet(s) or on special hazardous material detail sheet(s) when associated property lines can not be used to define such limits.

Design Phase – Construction Estimate and bid items:

- Soils – Assist the consulting engineering firm with bid estimate and line items for the approximate cubic yards/tonnage (bid item pays by the ton (2,000 lbs) for the following cost classes:
 - Class1 non hazardous
 - Class 2 non hazardous
 - Hazardous
- Liquid – Assist the consulting engineering firm with bid estimate and line item for the approximate gallons of contaminated liquids to be disposed off for the following cost classes:
 - Class1 non hazardous
 - Class 2 non hazardous
 - Hazardous
- Assist the consulting engineering firm with modifying the Project Manual scope of work to include the environmental component of the project. (*Note: this is not to be a separate “environmental” scope of work.*)
- Attend the mandatory pre-bid meeting to explain environmental scope and answer site specific question; also assist consulting engineer to provide written answers to questions regarding the environmental scope of the project.

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Construction Phase – Construction oversight and sampling:

- Review and provide suggestions on, but not approve, Contractor's site specific health and safety plan (SSHASP) and waste management plan (WMP).
- Attend pre-construction meeting to assist consulting engineer with environmental issues.
- Provide to county and precinct employees and consulting engineer a brief summary of the SSHASP as related to the site specific hazardous materials issues. *(Note: this meeting in, most cases, will be held immediately after the pre-construction meeting.)*
- Provide confirmation sampling adjacent to but outside the known contaminated limits as shown in the construction plans sheets to verify that the full extent of the contamination has been remediated. If confirmation sampling finds additional contamination then advise the consulting engineer accordingly.
- On-call services to assist the engineer with contamination issues that may arise during construction activities.

TCEQ Coordination – Design and Construction Phase: *(Note: all correspondence to outside agency(s) will be reviewed and approved by Harris County and Harris County will submit the final to the agency.)*

For each tract of land where hazardous material contamination was discovered prepare the following TCEQ notifications:

- Initial hazardous material notification as required by TCEQ regulations
- Pre-construction notification letter.
- Post construction notification letter with waste manifest and any other required documentation.