Providing quality comprehensive environmental consulting and training services to industrial, commercial, rural communities, and governmental clients throughout the State of Alaska. On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is: GSA Advantage.gov.

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

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**General Services Administration (GSA)**

**Authorized Multiple Award Schedule**

**Federal Supply Group: Professional Services**

(March 2021 Revision)

**Contract # GS-10F-0308T**

24 Jul 2007 – 23 Jul 2022

Prices Shown Herein are Net (discount deducted)

(Price List Current as of Modification #PS-A812 effective May 18, 2020)

Business Size: Small Business

**Contract Contact Administrator: Larry Helgeson**

Environmental Management, Inc.

206 East Fireweed Lane, Suite 201

Anchorage, AK 99503

Ph.: (907) 272-9336 Fax: (907) 272-4159

(800) 458-2580 (Alaska only)

[www.emi-alaska.com](http://www.emi-alaska.com)
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OUR MISSION

Environmental Management, Inc. (EMI) is committed to the protection of worker health and safeguarding the environment by providing quality comprehensive environmental consulting and training services to industrial, commercial, and governmental clients throughout the State of Alaska, United States and Internationally.

BACKGROUND AND GOALS

EMI was established in 1988 to provide environmental consulting services and environmental health and safety training throughout the State of Alaska, United States and Internationally. From the start, EMI developed a reputation for responsiveness and high quality consulting and training services. Over the years, EMI has grown to become the leader in environmental health and safety training as well as in consulting services for industrial, commercial, and governmental clients, throughout the State of Alaska, United States and Internationally. The EMI team has the capability and competence to offer total project oversight for a variety of environmental, engineering, construction, training and health and safety projects.

LOCATION AND CLASSROOM FACILITIES

EMI’s consulting and training facility is located at 206 E. Fireweed Lane, Suite 201, in Anchorage, Alaska. EMI has four fully equipped classrooms that include the following: respirators, SCBA’s, all four levels of EPA Personal Protective Equipment (PPE) for hands-on emergency response training, as well as asbestos abatement procedures. EMI also has a hands-on area for students to practice equipment handling, remediation tactics, and response techniques.

Specialized courses or company site-specific (remote location) courses may be held at the client’s facility or in a designated convention area located in proximity to the client. Specialized courses are courses designed by the client with the Director of Training specifically addressing the clients’ needs. Please call the Director of Training to schedule specifically tailored training classes.

The following services are available under this GSA contract:

- Environmental Consulting Services (SIN 541620)
- Training (611430)
- Remediation Services (562910REM)
**Placing a GSA Order with EMI**

**Authorized Users:** Authorized GSA Users include all federal agencies and activities in the executive, legislative, and judicial branches; government contractors; mixed ownership government corporations like the U.S. Postal Service; and the District of Columbia.

**Placing Orders:**

Orders under $3000: Prepare a Statement of Work and place your order directly with the contractor for the services that best meet your needs.

Orders over $3000:

- Prepare a request for quotes.
- Transmit the request for quotes to at least three GSA-prequalified contractors.
- Review and evaluate quotes returned in a timely manner.
- Select a “best value” contractor to receive a Task/Delivery Order. Your contracting officer will then issue a contract directed to the selected contractor using the contractor’s GSA contract number.
- GSA is not involved in the procurement process unless you need assistance.

The schedules E-library lists all Environmental Service SINs and available contract holders.
Customer Information

1a. Awarded Special Item Numbers (SINS)

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541620</td>
<td>541620RC</td>
<td>Environmental Consulting Services</td>
</tr>
<tr>
<td>562910REM</td>
<td>562910REMRC</td>
<td>Environmental Remediation Services</td>
</tr>
<tr>
<td>611430</td>
<td>611430RC</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials (OLM’s)</td>
</tr>
</tbody>
</table>

1b. Lowest Price Model Number/Unit Price: Not Applicable (N/A)

1c. See hourly rates and Description of Labor Categories starting on next page

2. Maximum Order Limit: $1,000,000 (OLM-$250,000)

3. Minimum Order: $100

4. Geographic Coverage: Worldwide

5. Point of Production: Anchorage AK

6. Discount from List Price: Government Net Prices (discounts already deducted.).

7. Quantity Discounts: None

8. Prompt Payment Terms: Net 30 days - Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Foreign Items: N/A

10a. Time of Delivery: To be negotiated with the customer on each Task/Delivery Order.

10b. Expedited delivery: To be negotiated with the customer on each Task/Delivery Order.

10c. Overnight and 2-nd day delivery: N/A

10d. Urgent Requirements: To be negotiated with the customer on each Task/Delivery Order.

11. FOB Point(s): Destination

12. a. Ordering Address: 206 E. Fireweed Lane, Suite 201

   Anchorage AK 99503-2703

   b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3

13. Payment Address: Same as above.

14. Warranty Provision: N/A

15. Export Packing Charges: N/A

16. Terms and Conditions of Rental, Maintenance, and Repair: N/A

17. Terms and Conditions of Installation: N/A

18a. Terms and Conditions of Repair Parts: N/A

18b. Terms and Conditions of Other Services: N/A

19. List of Services and Distribution Points: N/A

20. List of Participating Dealers: N/A

21. Preventive Maintenance: N/A

22a. Special Attributes such as Environmental Attributes: N/A

22b. If applicable, indicate Section 508 compliance information (EIT) is available: N/A

23. DUNS Number: 610796955

24. System for Award Management (SAM): EMI is registered in the SAM Database.
**Environmental Services Rates**

**SIN 541620 Environmental Consulting Services**

**SIN 562910REM Remediation Services**

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Gov’t Hourly Rate</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal (Pro V)</td>
<td>$158.99</td>
<td>Professional V, see listing after price list</td>
</tr>
<tr>
<td>Sr. Professional (Pro IV)</td>
<td>$137.96</td>
<td>Professional IV, see listing after price list</td>
</tr>
<tr>
<td>Project Professional (Pro III)</td>
<td>$97.97</td>
<td>Professional III, see listing after price list</td>
</tr>
<tr>
<td>Staff Engineer/Scientist (Pro II)</td>
<td>$88.24</td>
<td>Professional II, see listing after price list</td>
</tr>
<tr>
<td>Junior Professional (Pro I)</td>
<td>$76.30</td>
<td>Professional I, see listing after price list</td>
</tr>
<tr>
<td>Environmental Specialist (Tech III)**</td>
<td>$84.74</td>
<td>Technician III, see listing after price list</td>
</tr>
<tr>
<td>Environmental Technician (Tech II)**</td>
<td>$72.31</td>
<td>Technician II, see listing after price list</td>
</tr>
<tr>
<td>Word Processor (Admin II)**</td>
<td>$56.46</td>
<td>Administrator II, see listing after price list</td>
</tr>
<tr>
<td>General Laborer (Tech I)**</td>
<td>$46.60</td>
<td>Technician I, see listing after price list</td>
</tr>
</tbody>
</table>

**SIN 611430 Training Services**

- Asbestos
- Confined Space Entry
- CPR/First Aid
- HAZMAT Transportation
- HAZWOPER
- Hazardous Painter Certification
- Powered Industrial Truck Forklift
- Resource Conservation & Recovery Act (RCRA)
- Scaffold Safety & Fall Protection
### Asbestos Training

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Price Per Participant</th>
<th>Length</th>
<th>Minimum Number of Participants</th>
<th>Maximum Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Monitoring for Asbestos</td>
<td>$225.00</td>
<td>16 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>10</td>
</tr>
<tr>
<td>Asbestos Abatement Certification</td>
<td>$562.50</td>
<td>40 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>25</td>
</tr>
<tr>
<td>Asbestos Abatement Refresher/Renewal</td>
<td>$135.00</td>
<td>8 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>30</td>
</tr>
<tr>
<td>EPA/AHERA Inspector</td>
<td>$405.00</td>
<td>24 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>20</td>
</tr>
<tr>
<td>EPA/AHERA Management Planner</td>
<td>$310.50</td>
<td>16 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>20</td>
</tr>
<tr>
<td>EPA/AHERA Insp/MGMT Planner Refresher</td>
<td>$405.00</td>
<td>8 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>35</td>
</tr>
<tr>
<td>EPA/AHERA Project Design Refresher</td>
<td>$216.00</td>
<td>8 Hrs</td>
<td>1 (5 to set up a unscheduled class)</td>
<td>10</td>
</tr>
</tbody>
</table>
## Confined Space Training
- **Course Title:** Confined Space Entry
- **Price Per Participant:** $130.50
- **Length:** 14 Hrs
- **Minimum Number of Participants:** 1
- **Maximum Number of Participants:** 20

## American Heart Assn. CPR/First Aid Training
- **Course Title:** American Heart Assn. CPR/First Aid
- **Price Per Participant:** $76.50
- **Length:** 6 Hrs
- **Minimum Number of Participants:** 1
- **Maximum Number of Participants:** 10

## HAZMAT Transportation Training
- **Course Title:** HAZMAT Transportation DOT/IATA
- **Price Per Participant:** $405.00
- **Length:** 24 Hrs
  - **Minimum Number of Participants:** 1
  - **Maximum Number of Participants:** 20

- **Course Title:** HAZMAT Transportation Refresher
  - **Price Per Participant:** $175.50
  - **Length:** 8 Hrs
    - **Minimum Number of Participants:** 1
    - **Maximum Number of Participants:** 20

## Hazardous Waste Operations & Emergency Response Training
- **Course Title:** 40 Hour Hazardous Waste Operations and Emergency Response
  - **Price Per Participant:** $495.00
  - **Length:** 40 Hrs
    - **Minimum Number of Participants:** 1
    - **Maximum Number of Participants:** 35

- **Course Title:** 24 Hour Hazardous Waste Operations and Emergency Response
  - **Price Per Participant:** $382.50
  - **Length:** 24
    - **Minimum Number of Participants:** 1
    - **Maximum Number of Participants:** 30
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Price Per Participant</th>
<th>Length</th>
<th>Minimum Number of Participants</th>
<th>Maximum Number of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Hour Hazardous Waste Operations Annual Refresher</td>
<td>$135.00</td>
<td>8 Hrs</td>
<td>1</td>
<td>25</td>
</tr>
<tr>
<td>Supervision of Hazardous Waste Operations</td>
<td>$135.00</td>
<td>8 Hrs</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>Painter Certification</td>
<td>$225.00</td>
<td>16 Hrs</td>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>Painters Refresher</td>
<td>$117.00</td>
<td>8 Hrs</td>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>Powered Industrial Truck-Forklift</td>
<td>$148.50</td>
<td>8 Hrs</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>Scaffold Safety &amp; Fall Protection</td>
<td>$265.50</td>
<td>8 Hrs</td>
<td>1</td>
<td>10</td>
</tr>
</tbody>
</table>
Labor Categories

The following labor categories contain descriptions of minimum experience and education requirements for EMI employees. These labor categories are included in the EMI commercial pricing rate sheet submitted along with this proposal.

Principal (Professional V)

**Responsibilities:** Serves as the contractor’s contract manager, and shall be the contractor’s authorized interface with the Government Contracting Officer (CO), the Contracting Officer’s Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance.

**Minimum Experience:** BS/BA in related field. Must have at least twelve years’ experience, of which at least six years must be specialized. Specialized experience includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks similar to the sample tasks provided in the statement of work, proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts of this type and complexity.

Senior Professional (Professional IV)

Responsibilities: Senior Professional staff are expected to provide technical guidance and mentoring to all staff. Establishes a course of action for end-to-end accomplishments of projects and goals; plans proper assignments of personnel, appropriate allocation of resources, and precedence schedule of events; communicates expectations about tasks and deadlines; develops contingency plans. Sets up procedures for collection and review of information necessary for the management of projects and contingency planning of activities; takes into consideration the skills, knowledge, and experience of responsible individuals and complexity/type of work to be performed.

**Minimum Experience:** Ph.D. in specified study area plus a minimum of three (3) years relevant experience; or MA/MS in specified study area plus a minimum of six (6) years relevant experience; or BA/BS in specified study area plus a minimum of nine (9) years relevant experience or equivalent years of experience in relevant field. Education: An accredited PhD/MS/MA/BS/BA in a science or engineering field related to the environmental area of study such as civil, chemical, biology, mechanical, chemistry, physics, etc.

Project Professional (Professional III)

**Responsibilities:** Provides project leadership or task leadership for a project. Directs lower-level professional and technical staff. Establishes a course of action for accomplishments of a specific project; plans proper assignments of personnel, appropriate allocation of resources, and precedence schedule of events; communicates
expectations about tasks and deadlines; develops contingency plans. Sets up project specific procedures for collection and review of information necessary for the management of the project.

**Minimum Experience:**  Ph.D. in specified study area plus a minimum of one (1) years relevant experience; or MA/MS in specified study area plus a minimum of three (3) years relevant experience; or BA/BS in specified study area plus a minimum of six (6) years relevant experience or equivalent years of experience in relevant field. **Education:** An accredited PhD/MS/MA/BS/BA in a science or engineering field related to the environmental area of study such as civil, chemical, biology, mechanical, chemistry, physics, etc.

**Staff Engineer/Scientist (Professional II)**

**Responsibilities:** Serves as a scientific or technical resource on a task or tasks. Provides analysis, guidance, and insight into the environmental, scientific or technical discipline under evaluation. Completes well defined tasks in a quality manner. May require some supervision. Serves as a project manager responsible for preparing budgets, schedules, and project program reports.

**Minimum Experience:**  PhD in specified study area. MA/MS in specified study area plus one (1) year relevant experience; or BA/BS in specified study area plus a minimum of two (2) years relevant experience or equivalent years of experience in relevant field.

**Education:** An accredited PhD/MS/MA/BS/BA in a science or engineering field related to the environmental area of study such as civil, chemical, biology, mechanical, chemistry, physics, etc.

**Junior Professional (Professional I)**

**Responsibilities:** Under direct supervision, assists in providing analysis, guidance, and insight into the environmental, scientific or technical discipline under evaluation. Applies fundamentals to solve well defined problems and seeks assistance when needed. May also serve as a project administrator.

**Minimum Experience:**  None.

**Education:** An accredited PhD/MS/MA/BS/BA in a science or engineering field related to the environmental area of study such as civil, chemical, biology, mechanical, chemistry, physics, etc.

**Environmental Specialist (Technician III)**

**Responsibilities:** Serves as a senior scientific or technical resource on a task or tasks. May serve as a Project Manager and, therefore, perform many job duties describes as an Engineer or Scientist. Provides analysis guidance, and insight into the environmental, scientific, or technical discipline under evaluation. May also supervise staff. May be regarded as an expert in the field.
**Minimum Experience:** Associates degree (AD) in related study area plus fifteen (15) years relevant experience; AD and certification in specified area plus a minimum of ten (10) years relevant experience five (5) years of which must be in specific area, or high school.

**Education:** An associates degree (or over 70 college credits towards a related bachelor’s degree) with additional specialized training in area of work such as asbestos, hazardous waste, lead based paint hazards, etc.

**Environmental Technician (Technician II)**

**Responsibilities:** Serves as a technical resource on a task or tasks. May also serve as a task leader. Provides analysis, guidance, and insight into the environmental, scientific, or technical discipline evaluation. May be regarded as an expert in the field. May also supervise staff.

**Minimum Experience:** Associates degree (AD) in related study area plus two (2) years relevant experience; or certification in specified area. Or four (4) equivalent years of experience in relevant field.

**Education:** A high school degree or GED with additional specialized training in area of work such as asbestos, hazardous waste, lead-based paint hazards, etc.

**Word Processor (Administrative II)**

**Responsibilities:** Responsible for providing secretarial support services to professional project staff, such as word processing, photocopying, scheduling, travel arrangements, administrative reporting, supply ordering and inventory management, and messaging.

**Minimum Experience:** Associates Degree plus 5 years experience or considerable administrative support, word processing and clerical works experience and/or training with a minimum of 10 years experience in applicable area of support.

**Education:** A high school degree or GED with additional specialized training in area of work such as computers, business, accounting, etc.

**General Labor (Technician I)**

**Responsibilities:** Under supervision performs a wide array of low-end field work in support of remediation projects. Is responsible for the low skilled labor including lifting and digging. Adheres to all safety rules and regulations as they pertain to the job. Operates some small equipment such as jackhammers and chainsaws.

**Minimum Experience:** None.

**Education:** A high school degree or GED with required additional specialized training as needed such as asbestos, hazardous waste, lead-based paint hazards, etc.
The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

**TRAINING COURSE DESCRIPTIONS**

**AIR MONITORING FOR ASBESTOS (16 Hrs)**

This seminar provides training in air monitoring strategies and practices, covering EPA/AHERA regulations and safety procedures. It is recommended for all asbestos abatement supervisors, consultants, school and government agencies involved with air monitoring for asbestos projects. Recommended as a prerequisite for the NIOSH 582 “Sampling and Evaluating Airborne Asbestos Dust” training. Includes substantial hands-on training with air monitoring pumps and calibration methods.

**Outline:**
- Registration
- Introduction
- Course Overview
- Regulatory Requirements
- OSHA Reference Method
- NIOSH 7400 Method
- AHERA Clearances
- Air Sampling Calculations
- Fiber Density and Concentration
- Limits of Detection
- Confidence Intervals and Compliance
- Equipment Calibration (Lecture)
- Equipment Calibration (Hands-on)
- Sampling Strategy, Contract Specifications and Regulatory Requirements
- Analytical Techniques
- Sampling Exercises

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**SCA/SCLS Matrix**

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code - Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Specialist</td>
<td>30090 - Environmental Technician</td>
<td>2015-5681</td>
</tr>
<tr>
<td>Environmental Technician</td>
<td>30090 - Environmental Technician</td>
<td>2015-5681</td>
</tr>
<tr>
<td>General Laborer</td>
<td>23470 - Laborer</td>
<td>2015-5681</td>
</tr>
<tr>
<td>Word Processor</td>
<td>01611 - Word Processor I</td>
<td>2015-5681</td>
</tr>
</tbody>
</table>
ASBESTOS ABATEMENT CERTIFICATION (40 Hours)
FOR CONTRACTORS/SUPERVISORS

This 40 hour seminar meets the requirements of the State of Alaska DOL 8 AAC 61.600-790, Federal OSHA, 29CFR (1910, 1915 and 1926) and the Environmental Protection Agency 40 CFR Part 763 Subpart E. It covers the basics of asbestos abatement work through lectures, DVDs or videotapes, and hands-on workshops. This certification is required for all workers, contractors and supervisors, and recommended for health and safety professionals, maintenance and custodial personnel, school administrators, engineers, and project managers in the asbestos field engaged in Class I or Class II operations.

Outline:

• Asbestos and its uses
• Health effects/Medical monitoring
• Liabilities
• Regulatory Overview
• Asbestos Control Techniques
• Air Monitoring
• Identification
• Risk Assessment
• Isolation Controls
• Removal Techniques
• Cleanup and Disposal
• Encapsulation and Enclosure
• Repair and O & M Programs
• Personal Protective Equipment
• Legal and Insurance Considerations
• Contract Specifications
• Glove-Bag Techniques
• Decontamination
• Containment Construction
ASBESTOS ABATEMENT REFRESHER/RENEWAL (8 Hours)

This 8 hour seminar is open to anyone who needs to refresh or renew their State of Alaska Asbestos Certificate. It is designed to review the material covered in the 40 hour certification course; cover new rules and regulations passed in the last year; discuss problems encountered in the field, new abatement techniques, safety and health issues, etc.

Outline:
- Environmental & Health Awareness
- Health Effects
- Status/Update of Laws & Regulations
- Proposed Regulation Changes
- Asbestos and Its Uses
- Medical Monitoring
- Pre-Work Activities
- Isolation Controls
- Legal and Insurance Considerations
- Contract Specifications
- Removal Procedures

CONFINED SPACE ENTRY (14 Hours)

This 14 hour seminar meets the requirements of the State of Alaska Department of Labor (8 AAC 61.01001.1401) Occupational Safety and Health Administration (OSHA 29CFR 1910.146 and 29CFR 1910.147) AND ANSI standards (Z117.1-1989). It covers the basics of confined space work through lectures DVDs or videotapes and slides. Hands-on exercises are performed at an off-site location containing underground man-holes and storage tanks.

Outline:
- Introduction
- Confined Space Entry Regulations
- Identification & Evaluation of Confined Space
- Isolation & Lockout/Tag-out
- Health & Safety Hazards
- Ventilation
- Personal Protective Equipment
- Warning Signs and Symbols
- Emergency Response
- Site Safety Plan
- Required Training
- Respiratory Protection
- Confined Space Entry Permits
- Tripod/Hoist Rescue Equipment
- Atmospheric Measuring Devices
- Review
This course is designed for employee training at companies, corporations, businesses or other entities.

- Modular format creates course flexibility
- Ideal for learners who prefer group interaction and feedback from an instructor while learning skills
- Each student receives the highest quality course materials to supplement their learning

**Intended Audience**
For employees and/or designated first responders who have a duty to respond to a first aid or cardiac emergency because of job responsibilities or regulatory requirements

**Student Materials:**
- Student CD-ROM (included with student workbook) includes additional information on CPR, AED and first aid content that students can reference after the course
- Skills practice (first aid) and skills testing (CPR & AED) with AHA Instructor during course

**Card Type:** Heartsaver First Aid, CPR, AED course completion card
This 24 hour seminar is open to anyone desiring training in identification, inspection, sampling, and assessing asbestos materials in buildings. It is required for all AHERA inspectors and management planners, and is recommended for project designers, school administrators, maintenance personnel, asbestos coordinators, engineers, project managers and project monitors. Includes hands-on training and a field trip.

Outline:
- History of Asbestos
- Asbestos and its Uses
- Potential Health Effects
- Non-Suspect Materials
- Regulatory Review
- Overview of Control Methods
- Personal Protective Equipment
- Role of Inspectors & Other Disciplines, Functions and Qualifications
- Legal Liabilities and Defenses
- Understanding Building Systems
- Public Relations
- OSHA Hazard Communication
- Tools, Supplies, PPE
- Pre-Inspection Planning
- Inspection Procedures
- Bulk Sampling/Documentation of Asbestos
- Analytical Techniques
- Air Monitoring
- Forms, Recordkeeping, Reporting
EPA/AHERA MANAGEMENT PLANNER (16 Hours) CERTIFICATION

This 16 hour seminar is open to any person certified as an EPA/AHERA Inspector. It is also required for all AHERA management planners, and is recommended for project designers, school administrators, maintenance personnel, asbestos coordinators, engineers, project managers and project monitors.

Outline:
• Evaluation/Interpretation of Survey Results
• Hazard Assessment
• Legal Implications
• Evaluation & Selection of Control Options
• Role of Other Professionals
• Developing and Operations & Maintenance (O&M) Plan
• Regulatory Review
• Recordkeeping for the Management Planner
• Assembling and Submitting the Management Plan
• Financing Abatement Actions
EPA/AHERA ASBESTOS INSPECTOR & MANAGEMENT PLANNER REFRESHER

This 8 hour seminar is open to anyone who needs the EPA/AHERA Inspector and Management Planner Annual Refresher course. It is required for all AHERA Inspectors and Management Planners.

Outline:
REVIEW OF:
- Potential Health Effects
- Regulations
- Control Methods
- Personal Protective Equipment
- Role of Inspectors & Management Planners
- Legal Aspects
- Building Systems
- Public Relations
- OSHA Hazard Communication
- Tools, Supplies
- Pre-Work Planning
- Sampling & Analytical Techniques
- Air Monitoring
- Forms, Recordkeeping, Reporting
This 8 hour seminar is open to anyone desiring refresher training in the fundamental technical information relating to asbestos abatement project design that can be incorporated into written specifications. This course will serve as a technical supplement on asbestos work practices recommended for project designers, school administrators, maintenance personnel, asbestos coordinators, engineers, project managers and project monitors.

Outline:
- Regulatory Review
- Background Information on Asbestos
- Potential Health Effects & PPE
- Non-Asbestos Health Issues
- OSHA Construction Standard
- Safety System Design Specs
- Abatement Specs & Drawings
- Occupied Buildings
- Role of Other Professionals
- Insurance and Legal Issues
- Rational in Establishing Functional Spaces
- Written Sampling Rationale for Air Clearance
- Course Review
HAZARDOUS WASTE OPERATIONS AND  (40 Hours)
EMERGENCY RESPONSE

This 40 hour seminar is designed to meet the training requirements of OSHA 29CFR 1910.120, and includes pertinent information from the EPA 40CFR. This course ensures each student has a thorough understanding of the potential hazards to health and safety associated with site cleanup and emergency response. The seminar covers basic information through lectures, films, and hands-on workshops. Students also learn how to use personal protective equipment and air monitoring instruments, toxicology, medical surveillance, decontamination, emergency response planning, confined space entry and spill containment. Includes substantial hands-on training.

Outline:
- Introduction
- Glossary and Acronyms
- Acts and Regulations
- Hazard Communication
- Manifests
- Toxicology and Hazards
- Medical Surveillance Training
- Air Monitoring Requirements
- Emergency Response Planning
- Personal Protective Equipment
- Respiratory Training and Fit Test
- Decontamination
- Site Characterization and Control
- Handling Drums
- Confined Spaces
- Field Exercise
HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE (24 Hours)

This 24 hour seminar is designed to meet the training requirements of OSHA 29 CFR 1910.120, and includes pertinent information from the EPA 40 CFR. This course ensures each student has a thorough understanding of the potential hazards to health and safety associated with site cleanup and emergency response. The seminar covers basic information through lectures, films, and hands-on workshops. Students also learn how to use personal protective equipment and air monitoring instruments, toxicology, medical surveillance, decontamination, emergency response planning, confined space entry and spill containment.

HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE REFRESHER (8 Hours)

This seminar is designed to meet the annual 8 hour Hazardous Waste Operations and Emergency Response refresher training requirements of OSHA’s 29CFR 1910.120. This course review’s potential hazards to health and safety associated with site cleanup and emergency response. Students will also be briefed on state and federal regulatory changes.

Outline:
- Introduction
- Regulation Review
  - a. State
  - b. Federal
- Hazard Communication
- Safety and Health Hazards
- Toxicology
- Medical Surveillance
- Work Practices
- Engineering Controls
- Personal Protective Equipment
- Decontamination
- Emergency Response Planning
- Confined Space Entry
- Spill Containment

SUPERVISION OF HAZARDOUS WASTE (8 Hours)

This seminar offers specific supervisory information for those individuals managing crews that hold the basic 40-hour HAZWOPER certification. Topics include the additional responsibilities of a hazardous waste operations supervisor, paperwork requirements, logistics of directing crews, etc. Classes will be tailored to meet the needs of the participants and is open to anyone currently holding a HAZWOPER 40-hour ID card or certificate.
HAZARDOUS MATERIAL TRANSPORTATION       (24 Hours) 
DOT/IATA

This 16 hour seminar meets the training requirements of 49CFR Parts 700-704. It is designed for those responsibilities for preparing Hazardous Materials and Wastes shipments for air, water, highway, or rail transportation. Classroom material covers classification, preparation of shipping papers, packaging, marking, labeling, compatibility and load segregation. Hands-on training includes preparation of both national and international multimodal shipping papers, packaging and load compatibility.

Outline:
• Overview
• Domestic Regulations
  o General Information
  o Material Identification
    ▪ Proper Shipping Name
    ▪ MSDS
  o Hazardous Material Table
  o Shipping Paper
  o Packaging
    ▪ Marking
    ▪ Labeling
    ▪ Placarding
  o Transportation Restrictions
• International Regulations
  o 49CFR 171.11 Authorization
  o Material Identification
  o Documentation
  o Packaging Instructions
  o Marking/Labeling
HAZARDOUS MATERIALS TRANSPORTATION   (8 Hours)
REFRESHER

This 8 hour course meets the requirements of 49 CFR Parts 700-704. It is designed for refreshing those persons having responsibility for preparing HAZMAT and Waste shipments by air, water, highway, or tail transportation. Material reviews classification, preparation of shipping papers, packaging, marking, labeling, compatibility and load segregation.

Outline:
• Overview
• Domestic Regulations
  o General Information
  o Hazardous Material Table
  o Shipping Paper
  o Packaging
    ▪ Marking
    ▪ Labeling
    ▪ Placarding
  o Transportation Restrictions

• International Regulations
  o 49CFR 171.11 Authorization
  o Documentation
  o Packaging Instructions
  o Marking/Labeling
SCAFFOLD SAFETY & FALL PROTECTION  
(8 Hours)

This 8 hour introduction to Scaffolding Safety and Fall Protection is open to anyone who needs to obtain basic knowledge in the categories of frame scaffolding, tube and clamp, and systems scaffolding. This seminar includes an overview of OSHA and State of Alaska fall protection regulations, and fall protection equipment. Regulations will be discussed at each appropriate section of the class.

Outline:
• Introduction & Overview
• Sectional Steel Frame Rolling Tower Erection
• Hands-On-Rolling Tower
• Scaffold Plank
• Tube & Clamp Scaffolding
• Hands-On-Tube & Clamp
• Systems Scaffolding
• Hands-On Systems Scaffolding
• Fall Protection/Fall Arrest
• Hand-On-Fall Protection

POWERED INDUSTRIAL TRUCK FORKLIFT  
(8 Hours)

As of December 1, 1998 the final rule for Forklifts (CFR 1910.178) was issued. Compliance is mandatory by March 1, 1999.

This standard calls for employers to "implement a training program and ensure that only trained drivers who have successfully completed the training program are allowed to operate powered industrial trucks." Under the revised rule, industrial truck operators must receive training both in the classroom and on the trucks. A "designated" person must review each truck operator's performance at least once a year, with remedial training provided to those the designated person determines need additional training.

This course is conducted at the company site and consists of four hours classroom training (including the new regulation requirements) and four hours of hands-on training.
HAZARDOUS PAINTER CERTIFICATION (16 Hours)

This course is designed to train and certify painters under Alaska Statute: AS18.63.010.-100 for painters using paints that contain HAZARDOUS MATERIALS. Some of the paints that are covered are those that contain lead, solvents such as toluene and zylene, isocyanides, epoxies, and acrylics. Excluded from the definition of hazardous paints are water based paints such as latex.

*Students must forward to the State of Alaska Department of Labor a certification fee of $100.00 within 30 days of completion of training. State of Alaska certification expires at the end of three (3) years.

HAZARDOUS PAINTER CERTIFICATION REFRESHER (8 Hours)

This course is designed to re-train and re-certify painters under AS18.63.010.-100 for painters using paints that contain HAZARDOUS MATERIALS.

Certified Hazardous Painters have ten (10) months prior to twelve (12) months after their card expires to recertify. The twelve (12) month grace period, after the card expires is for training only, you may not engage in hazardous painting activities with an expired card.
ENVIRONMENTAL CONSULTING SERVICES

Lead-Based Paint Services:

EMI is a leader in providing lead-based paint services across Alaska. EMI was the first Alaskan company to be certified by EPA to conduct lead-based paint work in Alaska. EMI has the equipment and trained in-house staff to provide full-service EPA/HUD inspections and risk assessments. We have more EPA-Certified Lead Inspectors/Risk Assessors on our staff than any other Alaskan environmental consulting firm. Utilizing our modern X-Ray Fluorescence equipment, EMI has inspected hundreds of facilities throughout the State of Alaska, from Atqasuk to Anchorage. EMI's staff has served as owner’s representatives for the Department of Veterans Affairs, the U.S. Coast Guard, the FAA, oil service companies, NOAA, construction companies, public housing and other federal agencies, as well as other large corporate clients.

Hazardous Waste Services:

Environmental work can include the potential for hazardous waste generation. We have completed numerous hazard categorizations and waste disposal plans for projects ranging from building renovations and demolitions to spill clean-ups and soil remediation. EMI has the knowledge to manage projects prudently to avoid cleanup cost overruns by establishing material handling protocols and procedures, thus helping to prevent unforeseen occurrences.

Asbestos Services:

EMI has the trained and certified in-house staff to provide inspection, management, design, removal (worker) and supervision of abatement projects. Our staff has inspected many facilities throughout the State of Alaska, from Kenai, to Kobuk. Our staff has served clients as diverse as the military, oil companies, school districts, native corporations, and private homeowners.

Hydrocarbon Release/UST Services:

We are fully equipped and experienced to perform onsite management and provide staff for UST closures and Petroleum, Oil and Lubricant (POL) release cleanups. Our expertise ranges from writing work plans and Sampling and Analysis Plans (SAPs) to onsite soil screening using photo ionization and flame ionization detectors as well as multi-gas meters and quantitative soil analysis in the field. EMI has ADEC approved personnel to assess sites and oversee remediation of contaminated areas. EMI has personnel certified by the ADEC for tank closures with the knowledge and experience to oversee all tank removal and/or closure projects.

Phase I and II Environmental Site Assessments:

Our Phase I and II Environmental Site Assessments (ESA) are based upon the latest ASTM standards. For a standard Phase I ESA, EMI performs record reviews, site reconnaissance, historical research and interviews to identify recognized environmental
conditions for commercial, industrial, governmental and privately owned property. More in-depth ESAs can include lead, asbestos and radon testing. We are a major provider of Phase I ESAs in Alaska, and have performed Environmental Site Assessments throughout the State.

**Engineering Design:**

EMI has the in-house staffing capable of designing water and wastewater treatment systems, storm water control systems, soil treatment systems, well and septic systems, and retaining walls. We have completed projects for both private and public clients throughout the State of Alaska.

**Project Plan Development:**

EMI has a significant history and experience assisting our clients in the development of issue specific safety and environmental related plans need to properly run their facility or project. EMI has specific experience developing numerous asbestos management plans, spill prevention, control and countermeasure (SPCC) plans and construction storm water pollution prevention plans (SWPPP) across the state of Alaska.

**Other Services:**

EMI also provides various professional services specifically tailored to meet the individual client’s needs. We are ready to help with any environmental questions, project design or investigation, from mold inspections to Environmental Baseline Surveys, to help our fellow Alaskans meet the challenges of the 21st Century.

**SUMMARY LIST OF ENVIRONMENTAL CONSULTING SERVICES:**

**INSPECTIONS/INVESTIGATIONS**
- Asbestos (EPA/AHERA/OSHA Qualified)
- Lead (HUD/OSHA/EPA Trained & Certified)
- Environmental Site Assessments (Phase I and II)
- Radiation (Soil, Airborne Dust)
- Underground Storage Tanks (ADEC Certified)
- Spill/Release Investigations (ADEC Qualified)
- Indoor Air Quality Assessments (EPA/OSHA Qualified)

**TESTING, SAMPLING, AND EVALUATION**
- Asbestos (Air, Dust and Bulk Materials)
- Lead (Air, Dust, Field Screening, Soil, Paint, and Water)
- Mercury (Air, Dust, Soil, and Water)
- Hydrocarbons (Air, Soil, Water, and Dust)
- Radiation (Air, Soil, Water, and Dust)
• Hazardous Waste (RCRA Parameters)
• Mold / Dust
• Water and Wastewater Systems
• Sampling and Analysis Plans
• Biological Media

ENGINEERING DESIGNS
• Environmental Remediation Design
• Water and Wastewater System Design
• Storm Water Treatment Design
• Retaining Wall Design

RISK ASSESSMENT/MANAGEMENT
• Hazardous Building Materials (Asbestos, Lead, PCBs, etc.)
• Petroleum Related Products and Materials
• Radiation Sources/Contamination
• Hazardous Wastes

HEALTH & SAFETY
• Site Safety and Health Work Plans
• Safety Personnel (Construction, Abatement, Cleanup, Consulting)
• Safety Audits

ADMISSIONS, TUITION AND CERTIFICATION

ADMISSIONS POLICY

Admission Requirements: Since classes are limited in size, advance registration is recommended to ensure enrollment. Students are accepted on a first-come, first-serve basis. Each student will be required to review and sign a registration form. Students who plan to attend courses should phone in, or stop by the office to pre-register prior to the start of class.

There are no prior educational background requirements to register for our courses. The nature of both environmental work and of many of the classes is technical due to the subject material. A high school diploma and sometimes higher education is recommended for students. It is also recommended that, due to physical hands-on training requirements for use of respirators, students be in a physical condition to do the work activity for which they are being trained. A few of the specialized training courses have specific training prerequisites. See the individual course descriptions for specific requirements for each course.

EMI does not discriminate on the basis of gender, physical abilities, religion, and marital status, national or ethnic origin.
COURSE SCHEDULING/CANCELLATION POLICY

Please confirm your enrollment and class schedule prior to the start of class. Confirmation may be made by contacting the training office at (907) 272-8852. If schedule changes are made, or a class is postponed, EMI will make every effort to contact pre-registered students. In such cases, EMI will refund advance payments or will credit those payments to future classes. EMI’s training class schedule is posted on our website at www.emi-alaska.com. Class schedules and times are subject to change.

TUITION AND FEES

Tuition or fees are indicated on EMI’s web site www.emi-alaska.com or in our quarterly training schedule. These costs generally include student textbooks, hand-outs, and the use of hands-on equipment and supplies... Students should bring paper for taking notes, if desired.

Full payment, or satisfactory means of payment of fee (e.g., contract, government funding, purchase order, etc.) is required in advance and prior to full enrollment in a class. A $50.00 deposit is required to reserve a space in the class.

CERTIFICATION

Upon successful completion of each training class, EMI will provide the student with a Certificate of Training. In addition, some of the training classes are registered with state or federal governmental agencies and special certificates or licenses will be issued by the DOL. Final exams will be administered for most courses. The student must pass the test with no less than a 70% grade, and must participate actively in the hands-on portion to successfully complete the class. EMI will not issue a certificate if the student has not met course standards.

ADVANCED STANDING/TRANSFER OF CREDIT

Credits from these courses are not guaranteed to be transferable to other schools, programs or states. The student must understand that the transfer of credits is always at the discretion of the receiving school and depends on the comparability of curricula.

EMI will grant appropriate credit to the student for previous work within OSHA & EPA guidelines.

JOB PLACEMENT

EMI cannot ensure or guarantee a student a job or placement in the industry by training and certification. The student must actively seek employment by application. EMI maintains contact with potential employers and directs students to those contractors hiring for specific jobs.
ACADEMIC POLICY AND PROCEDURES

MEASUREMENT OF STUDENT PROGRESS

Our policies and regulations regarding student progress are as follows:

The instructor will make oral checks daily of the class and will encourage all students to ask as many questions as needed to thoroughly comprehend course content. Quizzes may be given. A final test is also used as a measurement of student comprehension and progress. Student progress records are maintained by EMI.

GRADING

The student must pass the testing with no less than a 70% grade, and must participate actively in the hand-on portion to successfully complete the class. In the event of a score below the passing mark, EMI may, at its discretion, allow the student to review the material (as appropriate, sit through the lecture portions of the next scheduled class) and retake an exam. Upon successful completion of the second exam, the student will have successfully completed the course.

ABSENCES

Students are required to attend class during all scheduled class periods to complete the topics which the student must learn before receiving certification. If a student is not able to attend a specific segment, the student may choose a “leave of absence” as an alternative to cancellation, in which case the student retains the right to attend any offering of the contracted course for a period of up to six months from the date of the class missed. EMI will, in this case, retain all tuition fees.

HOLIDAYS

Students are required to attend class during all scheduled days except the following scheduled holidays: New Year’s Day, Christmas Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Easter. During these listed holidays the school will be closed and classes will not be held. EMI reserves the right to reschedule the class for unforeseen circumstances.

STUDENT CONDUCT

All students are under the direction of the instructor and are required to follow his/her directions and act in a reasonable manner. No smoking, drugs, or alcoholic beverages are permitted on school property. The students are asked to refrain from conversation with other students during the time the instructor is speaking. If a student ignores these rules the student will be suspended. Suspended days will be considered unexcused absences, causing the student to wait until the next scheduled class to complete the course and obtain certification. Any returning student who continues to be disruptive may be expelled.
GRIEVANCE

If a student has any complaints or grievances about the way the course was conducted, he/she may call the Training Administrator at 272-8852. If the grievance remains unresolved the student may contact the Director of Training at 272-8852. In addition, students may make written or verbal comments to the State of Alaska, Alaska Commission on Postsecondary Education, 1016 West 6th Avenue, Suite 105, Anchorage, AK 99501, phone, 269-2002.

REFUND POLICY

EMI will refund the student’s tuition, less a $50.00 application fee, if the student provides us with a written cancellation before the beginning of the first day of class. We will credit all course deposits toward tuition. All refunds will be made within 30 days of receipt of written cancellation.

The $50.00 application fee will also be refunded if the student cancels a minimum of 7 days before the first day of class.

After class begins, refunds will be given based on the following schedule:

- If no more than 10% of class time has expired, 90% of tuition, less a $50.00 application fee, will be refunded.
- If 11% to no more than 20% of class time has expired, 80% of tuition, less a $50.00 application fee, will be refunded.
- If 21% to no more than 25% of class time has expired, 55% of tuition, less a $50.00 application fee, will be refunded.
- If more than 25% of class time has expired, 30% of tuition, less a $50.00 application fee, will be refunded.

After the class is 50% complete, no refunds will be offered and all unpaid tuition fees are due.