



10/29/2018

Hugo Bastidos
Director, Operational Services
San Luis Obispo County Office of Education
3420 Watson Drive
San Luis Obispo, CA 93405

Dear Hugo,

On 10/26/2018, I completed your district's AHERA required three-year asbestos inspection. All areas indicated in the asbestos management plan as having asbestos-containing material or assumed asbestos-containing materials were visually inspected. There were no changes to any material or areas; therefore, your management plan reflects current material conditions.

Please sign the enclosed *District Summary* form and return it to SISC Property and Liability, Attention: Jimmie Brooks. The signed form will be added to your online management plan. Also, enclosed is an informational sheet outlining your responsibilities as the district's AHERA Designated Person.

Also, please note that AHERA requires the school district to notify parents and employees each year that there are asbestos-containing building materials present in the schools and the asbestos management plan is available for review. A copy of this letter has been put in your asbestos management plan to show your legal compliance with AHERA.

If you have any further questions, feel free to contact me at (661) 636-4786.

Sincerely,

Jimmie Brooks
Safety and Loss Control Specialist
AHERA Asbestos Certified
Building Inspector - Certificate No. HMSBII103
Management Planner - Certificate No. HMSMPI36
(Hazard Management Services, Inc.)

Inspection / Sample Extraction

I hereby certify that all facilities surveyed and all bulk sample collections were done in accordance with 40 CFR Part 763 by the undersigned on the dates indicated in this report. The Management Plan components were completed in accordance with 40 CFR 763.93 and 40 CFR 763.85.

School District: **San Luis Obispo County Office of Education**



Jimmie Brooks

Building Inspector / Management Planner

State of Accreditation: CA

Hazard Management Services, Inc.

AHERA Accreditation Numbers:

Inspector – HMSBII103

Management Planner – HMSMPI36

**AHERA PERIODIC SURVEILLANCE INFORMATION
SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION**

Education Campus

Description/Procedures

Maintenance & Operations Bldg	Linoleum – 2 nd floor restrooms
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Rancho El Chorro Outdoor School

Description/Procedures

Kitchen Building	Linoleum – encapsulated under plywood & linoleum in cafeteria
Laboratory Building	12x12 floor tile – throughout building and under carpet in offices
Banning School Building	12x12 floor tile – restrooms



AHERA DESIGNATED PERSON
INFORMATIONAL SHEET

The SISC Property and Liability Safety and Loss Control Specialists provide the following AHERA asbestos services to member districts:

- Maintaining the management plan on a computer database.
- Performing the required three-year re-inspections.
- Updating the management plan pursuant to inspection results.
- Providing employee training pursuant to AHERA.
- Advising districts regarding compliance issues.

Although the SISC Property and Liability safety staff offers a valuable service, it is important to note that your district has responsibilities regarding AHERA compliance. Some of those responsibilities include the following:

- Selecting and training an appropriate “designated person” to implement the AHERA requirements.
- Notifying employees, parents and contractors of the presence of the district’s management plan.
- Tracking new construction and obtaining documentation from architects and contractors regarding certification of asbestos-free construction.
- Obtaining documentation that new materials installed in buildings do not contain asbestos.
- Maintaining documentation of all abatement projects and archived management plans.
- Making sure all six-month asbestos inspections are performed and kept in a permanent file.

Please be aware that SISC Property and Liability safety staff will always strive to provide service regarding AHERA compliance; however, our job is dependent on, and limited to, the active participation of each member district. SISC cannot be responsible for districts that do not fulfill their compliance responsibilities. It is by working together that we can produce a viable management plan.

DISTRICT SUMMARY

LEA: **San Luis Obispo County Office of Education School District**
ADDRESS: **3350 Education Drive**
CITY: **San Luis Obispo** STATE: **CA** ZIP CODE: **93405**

SCHOOL DISTRICT TYPE:
Public: **County Office of Education**

DESIGNATED PERSON:

NAME: **Hugo Bastidos**
TITLE: **Director, Operational Services**
Phone: **(805) 782-7257**

SIGNATURE: _____



SLOCOE ASBESTOS ABATEMENT PLAN and OPERATING PROCEDURES 2019-2020

A) Roofing Projects (Non-Bond/Modernization Projects)

1. Determine what roofs will be disturbed. (District)
 2. Contact SIPE for sampling at least 2 - 4 weeks before the desired construction start date. (District)
 3. Inspect and sample suspect asbestos containing roofing materials. (SIPE Project Mgr.)
 4. Prepare an inspection report. (SIPE Project Mgr.)
 5. Hire a certified asbestos abatement contractor or certified asbestos roofing contractor. (District)
 6. Contact SIPE if you would like a SIPE Project Mgr. to oversee abatement activities. (District)
- Note: Roofing materials are not included in Asbestos Management Plans. If roofing is related to a bond/modernization project, see Section C. *Allow time for abatement if necessary.

B) General Maintenance and Repairs

1. Determine the scope of work/what building materials will be disturbed. (District)
2. Contact SIPE for sampling at least 6 - 8 weeks before the desired construction start date. (District)
3. Inspect and sample suspect asbestos containing building materials. (SIPE Project Mgr.)
4. Prepare an inspection report. (SIPE Project Mgr.)
5. Conduct a job walk with prospective asbestos abatement contractor(s). (District, SIPE Project Mgr. and Contractor(s))
6. Prepare an asbestos abatement job specification (SIPE Project Mgr.)
7. Hire a certified asbestos abatement contractor. (District)
8. If required, notify SLO County Air Pollution Control District. (Contractor)
9. At least two weeks before asbestos abatement, notify the SIPE Project Mgr. of project timelines and related details. (District)
10. Read and follow the abatement job specifications. (Contractor)
11. If required, build a negative pressure containment, and notify the SIPE Project Mgr. when completed for a containment inspection. (Contractor)
12. Issue a Notice to Proceed. (SIPE Project Mgr.)
13. Oversee the abatement project, conduct visual inspections, collect clearance air samples, and issue a Notice of Completion. (SIPE Project Mgr.)
14. Send all final abatement documents to the District. (SIPE Project Mgr.)
15. Save all abatement documents in permanent record storage. (District)

C) Bond and Modernization Projects

1. Determine the scope of work/what building materials will be disturbed. (District)
2. Contact SIPE for sampling at least six months before the desired construction start date. (District)
3. Inspect and sample suspect asbestos containing building materials. (SIPE Project Mgr.)
4. Prepare an inspection report. (SIPE Project Mgr.)
5. Conduct a job walk with prospective asbestos abatement contractor(s). (District, SIPE Project Mgr. and Contractor(s))
6. Prepare an asbestos abatement job specification (SIPE Project Mgr.)

7. Hire a certified asbestos abatement contractor. (District)
8. If required, notify SLO County Air Pollution Control District. (Contractor)
9. At least two weeks before asbestos abatement, notify the SIPE Project Mgr. of project timelines and related details. (District)
10. Read and follow the abatement job specifications. (Contractor)
11. If required, build a negative pressure containment, and notify the SIPE Project Mgr. when completed for a containment inspection. (Contractor)
12. Issue a Notice to Proceed. (SIPE Project Mgr.)
13. Oversee the abatement project, conduct visual inspections, collect clearance air samples, and issue a Notice of Completion. (SIPE Project Mgr.)
14. Send all final abatement documents to the District. (SIPE Project Mgr.)
15. Save all abatement documents in permanent record storage. (District)

Note: If an urgent situation arises (fire, flood, roof-leak, etc.), contact SIPE immediately.