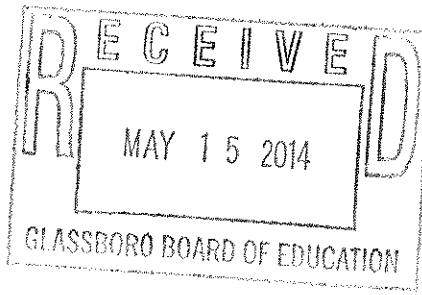


PARS
Environmental
Inc.



May 14, 2014

500 Horizon Drive
Suite 540
Robbinsville, NJ 08691
Tel: 609-890-7277
Fax: 609-890-9116

Mr. Walter Pudelko
Assistant Superintendent/Board Secretary
Glassboro Board of Education
Joseph L. Bowe Blvd
Glassboro, New Jersey 08028

**RE: PROPOSAL FOR 2013 NEW JERSEY RIGHT-TO-KNOW AND
HAZARDOUS COMMUNICATION PROGRAM SURVEY**

PARS Environmental, Inc. (PARS) is pleased to provide the Glassboro Board of Education (District) with this proposal for professional services regarding New Jersey Right to Know (RTK) and Public Employees Occupational Safety and Health (PEOSH) Hazard Communication Standard (HCS) compliance.

BACKGROUND

On November 13, 1995, Governor Whitman signed Bill S-7 which amended the requirements for the submission of the New Jersey RTK Survey. A complete RTK survey is required to be submitted every five (5) years, with survey updates to be completed between complete surveys. By July 15, 2014, the New Jersey Department of Health (NJDOH) requires that the 2014 RTK Full Survey be completed and delivered to the NJDOH, local fire, police, emergency planning committees, and county lead agencies. A copy of the full survey must also be maintained at the workplace.

SCOPE OF WORK

The scope of this project is to assist the District with their compliance efforts with the NJDOH RTK Program requirements.

TECHNICAL APPROACH

The technical approach to meeting the goals of the scope of work include:

- PARS will conduct a chemical inventory of each District building that houses chemicals. For the 2013 calendar year, the full survey will be completed for the high school, four annex buildings, middle school, and three elementary schools.
- PARS will input the data into the PARS CheMonitor™ based on the inventory.
- PARS will submit the 2013 RTK Full Survey, on behalf of the District, to the NJDOH and appropriate local agencies for each District facility. The District will be provided one copy of the full survey to be maintained at each facility, as well as a master copy to be maintained at a central District location.



ASSUMPTIONS

Inherent within the purpose and scope of work are several basic assumptions:

- The District will provide a RTK coordinator who will serve as the contact person for the District. This individual should be familiar with the location and use patterns of the chemical products at the District's facilities.
- The District representative will complete and sign the first page of the New Jersey RTK Full Survey.
- The District will conduct a "walkthrough" as required by the New Jersey RTK laws.
- The District will provide product Material Safety Data Sheets (MSDS) or Safety Data Sheets (SDS) for all new products identified from the 2013 RTK Full Survey.

SCHEDULE

PARS is prepared to initiate work on this project within one week upon receipt of your written approval. Upon acceptance of this proposal, PARS will schedule the field work to ensure completion and submission of all deliverables prior to the July 15, 2014 deadline.

PROJECT COST

PARS will provide the services described in the above Scope of Work in accordance with the attached Terms and Conditions. The cost to complete this project will be on a lump sum basis. PARS will complete this project for a lump sum cost of \$2,280.00.

-o0o-

PARS appreciates the opportunity to offer this proposal to the Glassboro Board of Education. If you agree with this proposal, please sign below and fax a signed copy to PARS at (609) 890-9116 or via e-mail at jperrini@parsenviro.com to initiate this project. Should you have any questions or comments please feel free to contact me at (609) 890-7277.

Respectfully Submitted,

PARS ENVIRONMENTAL, INC.

Jessica Perrini
Senior Project Administrator

Margaret Halasnik
Principal Industrial Hygienist



Attachment : Terms & Conditions

**Glassboro Board of Education
2013 Right To Know Full Survey**

Accepted By: _____

Representing: _____

Date: _____