

June 19, 1995

GMP #71

MEMORANDUM

TO: District Directors
Environmental Health Managers
Environmental Health Supervisors
Environmental Health Specialists

FROM: Donald R. Stern, M.D., M.P.H.
Acting State Health Commissioner

SUBJECT: Contracting with Authorized Onsite Soil Evaluators
Onsite - Administration

As you all know, Senate Bill 415 in the 1994 session of the General Assembly revised § 32.1-163.4 of the Code of Virginia. This revision requires the Commissioner to contract with Authorized Onsite Soil Evaluators (AOSEs) whenever a district or local health department experiences an onsite sewage disposal permit backlog of fifteen working days from the application filing date. GMP # 54 defines a backlog as anytime the turnaround time for more than 10 percent of all active applications for onsite sewage construction permits exceeds 15 working days.

To date, it has not been necessary to contract with any AOSE anywhere in the state. However, due to the loss of personnel because of normal turnover and the Workforce Transition Act some districts may face a backlog in the future. If this occurs, and it becomes necessary to contract with an AOSE, the following procedure should be used.

PROCEDURE: After the district manager and the district health director agree that a backlog exists (as defined in GMP #54) and that they must contract with an AOSE, the district director shall solicit bids from AOSEs for the service, following the procedures in the Department's Purchasing and General Services Procedure Manual (May 9, 1994 or any subsequent manual in effect at the time the contract is required). Since time is of the essence, the contract for services shall be awarded in a timely manner.

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If you have any questions about the contracting procedure, please contact Fran Finch, Division of Purchasing and General Services, (804) 786-3403.

pc: Fran Finch
Office of Environmental Health Services Staff

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Rescinded
12/8/2010