



ENSR Consulting
and Engineering

1320 Harbor Bay Parkway
Suite 210

Alameda, CA 94502

(510) 865-1888

FAX (510) 748-6799

VIA FACSIMILE (202) 887-1237

February 14, 1995

Hasmukh C. Shah, Ph.D.
Manager
Vinyl Chloride Panel
Chemical Manufacturers Association
2501 M Street, NW
Washington, D.C., 20037

Dear Dr. Shah:

This proposal is prepared at your request to transfer all of the records from the Vinyl Chloride study in ENSR's possession to CMA. This letter also summarizes the conversations you have had with Dr. Donald Whorton, formerly with ENSR.

SCOPE OF WORK

Task 1: Returning All Records Except Death Certificates and Data Tapes

ENSR will review the offsite storage records for each carton of records and will have the record storage facility directly ship records to the address provided by CMA. Most of these cartons will contain work history forms by individual plant. ENSR will also directly ship the 12 cartons of records currently located in ENSR's office. These primarily are work history forms.

Task 2: Death Certificate Assessment

ENSR currently has four file boxes identified as containing death certificates. As ENSR has informed CMA in the past (letter from Dr. Donald Whorton to Dr. Hasmukh Shah, February 10, 1994) returning the death certificates is not as easy as the other records due to the different requirements from among states for confidentiality. The following summarizes the information known at that time for all states but Hawaii, Nebraska and Vermont.

Group A:

States will allow ENSR to give the death certificates to individual companies or CMA as long as we document what is being transmitted.

CMA 115150



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This group includes the following states: Alaska, California, Connecticut, District of Columbia, Illinois, Iowa, Maryland, Massachusetts, Minnesota, Nevada, Ohio, and Washington.

Group B:

ENSR can provide state file numbers, dates of death, and names to companies or CMA.

This group includes the following states: Colorado, Georgia, Idaho, Indiana, Kentucky, Louisiana, Maine, New Mexico, New York, Oregon, Rhode Island, South Carolina, West Virginia, Wisconsin, and Wyoming.

Group C:

These states require both ENSR and the companies or CMA to write and request the death certificates based on the studies. This involves completing application forms for each state (not all the same), entering the state file numbers, and communicating with each company or CMA. There is then the additional cost of the death certificates.

This group includes the following locations: Alabama, Arizona, Arkansas, Delaware, Florida, Kansas, Michigan, Missouri, Mississippi, Montana, New Hampshire, New Jersey, New York City, North Carolina, North Dakota, Oklahoma, Pennsylvania, South Dakota, Tennessee, Texas, Utah, Virginia, and Puerto Rico.

ENSR will contract with Donald Whorton, M.D., Inc. to have all of the death certificates separated into categories A, B, or C as noted above. Whorton's staff will further separate each category into individual states. Whorton will return all death certificates in Category A once this sorting is completed. Whorton will also determine the appropriate category for Hawaii, Nebraska and Vermont.

CMA will contact each of the states in Categories B and C to obtain permission for transfer of the death certificates from this important study. Once CMA provides ENSR with written approval from a state in one of these two categories, Whorton will transfer the appropriate death certificates to CMA investigator.



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Task 3: Transfer of Data Tapes

ENSR will hire a statistician consultant to review and process the tapes so they can be transferred to the new investigator. The specific death information from death certificates in states in Categories B & C above will be removed. Once the tapes are properly formatted, a CMA representative will personally pick up the tape for hand delivery to the new investigator. Dr. Whorton will provide guidance to the statistician to assure that the process is completed properly.

COSTS

In his February 1994 letter to Dr. Shah, Dr. Whorton estimated the costs for this transfer to be \$19,300. Therefore, our initial cost estimate is \$20,000. However, it will be necessary to refine this cost estimate once the extent of the work required on each of the tasks has been carefully determined. ENSR will submit a revised cost estimate before expenditures exceed \$5,000. ENSR will not to exceed \$20,000 without prior approval from CMA and Dr. Shah.

ENSR will do this work on a time and materials basis using the attached general terms and conditions. CMA will pay ENSR \$8,000 upon signing of the agreement. ENSR will bill CMA on a monthly basis for the work.

Sincerely,

ENSR Consulting and Engineering

A handwritten signature in dark ink, appearing to read "Christian Seigneur".

Christian Seigneur, Ph.D.
General Manager

CS:cm

Enclosures

SHAH2-14.LTR

CMA 115152