

February 1, 2018

Mr. Ryan Leahy  
Van Pelt Construction Services c/o  
San Rafael City Schools  
310 Nova Albion Way  
San Rafael, CA 94903  
Cell: 724-882-4936  
Email: [ryan.leahy@vpcsonline.com](mailto:ryan.leahy@vpcsonline.com)

**SUBJECT: Glenwood Elementary School – New Multipurpose Room Project  
25 West Castlewood Drive, San Rafael, CA 94901  
Proposal for Hazardous Materials Design and Construction Support Services  
(SES No. 17-104)**

Dear Mr. Leahy:

Sensible Environmental Solutions Inc. (SES) is responding to your request for proposal for providing hazardous materials design and construction support services to support the subject project. The scope of work and proposed costs for this proposal is based on our Hazardous Materials Inspection Report dated January 31, 2018, review of the Contract Documents and proposed schedule.

#### **SUMMARY OF SCOPE**

##### **Task 1 – Development of Hazardous Materials Abatement Specifications**

Utilizing the information collected during the pre-design investigation phase, SES will prepare detailed hazardous materials abatement specifications for the abatement of identified hazardous materials that will be impacted by the project. SES assumes the following specification sections will be required:

1. Section 00 31 26 – Existing Hazardous Materials Conditions;
2. Section 01 11 00 – Summary of Hazardous Materials Work;
3. Section 02 82 00 – Asbestos Abatement; and
4. Section 02 83 00 – Lead-impacted Construction and Abatement.

SES will work closely with the project team to identify those hazardous materials which will be impacted by the project and the most practical compliance approach. SES will provide draft specifications at the 90% completion stage of work for review and comment. Upon receipt of comments, SES will incorporate review comments and provide an electronic copy of Bid Documents to the District for inclusion into the Bid Submittal.

##### **Task 2 – Meetings (Two Budgeted)**

SES will attend one (1) pre-construction meeting to discuss and review the scope of work for the abatement project. SES will address contractor questions regarding the scope of work and the submittal process. SES has also budgeted for one (1) additional meeting for attendance to a site kick-off meeting on the first day of abatement.

### Task 3 – Contractor Submittal Review

SES will review and approve the hazardous materials abatement contractor's submittal package. SES's review will consist of ensuring the Contractor's work plan is acceptable and meets the requirements of the project and applicable regulations. SES assumes that the review will be for one (1) abatement contractor. If more than one (1) submittal package is provided or additional reviews are required, SES will be reimbursed in accordance with our Standard Fee Schedule.

### Task 4 – Construction Monitoring

SES has budgeted for up to ten (10), 8-hour monitoring shifts working normal hours, Monday through Friday. Monitoring services will include the following:

- Providing Hazardous Materials Management Services during abatement operations.
- Providing an on-site inspector who is a California Certified Asbestos Professional (CAC / CSST) and California Department of Public Health (CDPH) Certified Lead Professional;
- Conducting pre-start visual inspections of the contractor's work areas, documenting the contractor's work procedures and collecting daily submittals;
- Collecting daily air samples for asbestos or lead outside of work areas during abatement activities. SES has budgeted for the collection of up to four (4) asbestos or lead air samples per shift for a total of 40 air samples; and
- Conducting final visual clearance inspections for asbestos at completion of abatement operations.

### Task 5 – Final Report

At the completion of the project, SES will provide two (2) hard copies and two (2) electronic copies of the Final Hazardous Materials Management Report. The final report will document the hazardous materials procedures utilized during the project and include a project narrative, daily logs, sample survey forms, laboratory results, photographs and the Contractor's pre- and post-abatement submittal information.

## PROPOSED COSTS

Proposed costs for the services described herein will be performed on a time and materials basis, not to exceed the total contract amount. A breakdown of proposed costs by Task is as follows:

Category	Description of Work	No. of Item	Rate	Total
Senior Project Professional	PM / Specs. / Meetings / Sub. Rev. / Reporting	65	\$160.00	\$10,040.00
Administrative Support	Clerical, Data Entry, etc.	10	\$50.00	\$500.00
Office Consumables		75	\$5.00	\$375.00
8-Hour Monitoring Shift (Normal)		10	\$875.00	\$8,750.00
Overnight Shipping (Samples)		10	\$25.00	\$250.00
<b>TOTAL PROPOSAL</b>				<b>\$20,275.00</b>

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Your acceptance of this proposal can be indicated by issuance of a notice to proceed and a mutually acceptable contract. Should you have any questions, please contact Mitch Edwards at (925) 689-9737.

Sincerely,  
SENSIBLE ENVIRONMENTAL SOLUTIONS INC.

A handwritten signature in blue ink, appearing to read 'M. Edwards', with a long horizontal flourish extending to the right.

Mitchell M. Edwards, CAC, CDPH  
Senior Industrial Hygienist