


GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY

TO: Mark Silverstein
FROM: Scott Henry 
DATE: July 11, 2016
RE: Agenda Items for July 27, 2016 Agenda

Environmental Design Proposal

Recommend Board approve the Proposal from Environmental Design for Environmental Services in support of HVAC Renovation Project 2015 through 2017 in the amount of \$51,424.00.

SDH/b

Attachment

Environmental Services Proposal

Environmental Design Inc.

Glassboro School District
Environmental Services in support of HVAC Renovation Project
Glassboro High School – Intermediate School
J. Harvey Rodgers School – Bowe School
2015 through 2017 Renovations
550 Joseph L. Bowe Blvd.
Glassboro, NJ 08028

PR-151016-1245

June 23, 2016

Environmental Design Inc.

5434 King Avenue

Suite 101

Pennsauken, New Jersey 08109

Phone: 1-888-306-4545

Fax: (856) 616-9519

www.editestesting.com



Proposal

Between the Owner: Drew Sole
Director of Facilities
Glassboro School District
560 Joseph L. Bowe Blvd.
Glassboro, NJ 08028

And the Consultant: Environmental Design Inc.
5434 King Avenue
Suite 101
Pennsauken, New Jersey 08109

Scope of Work:

Glassboro School District (also referred to in this document as the "Client") is conducting renovations at the Glassboro Schools during the 2016 and 2017 calendar years. EDI is being requested to provide pricing for design, project management, inspection and monitoring for hazardous materials in the project.

This proposal contains the following:

- The first table is for expenses already incurred from Nov. 2015 through May 27, 2016 pertaining directly to the renovation project for sampling, lab fees, specification preparation, meetings and Site visits.
- The second table is an estimate going forward of hours, samples, etc. Billing for any of the services rendered will occur monthly. This table has been updated for recent events and expenditures.
- The third table is a rate table so in the event other charges may be needed for silica sapling, PCB's, total dust, etc., those rates will be available.
- Please note that any discovery of PCB's even if the material is not going to be disturbed will require a maintain in place action plan similar to AHERA reports.

TABLE 1

Glassboro Schools – Based on actual expenditures for services rendered at the High School, J Harvey Rodgers and the Intermediate School from Nov. 2015 through May 27, 2016.

Title of Service	Description	Unit	Rate	Amount	Total
Asbestos Project Design	Includes Site visit and work plan development for sampling, email and phone contacts.	Per hour	\$97	24	\$2,328
Project Manager (regular shift)	On-site visits to include inspection, daily oversight and report preparation. Also phone calls, emails and other contacts.	Per Hour	\$95	64	\$6,080
Environmental Technician (regular shift)	Preliminary Lab sample result review, onsite monitoring and sample collection, documentation.	Per Hour	\$65	32	\$2,080
Lab Fees	Bulk Samples by PLM	Each	\$24	15	\$360
Lab Fees	TEM-NOB bulk	Each	\$88	8	\$704
Total Expenditure					\$11,552

TABLE 2

Glassboro School District – Based on 40 non-consecutive work days prior to or when events occur with no weekends. Units and Rates are based on customary rates charged previously to the District.

Title of Service	Description	Unit	Rate	Amount	Total
Asbestos Project Design	Includes Site visit and work plan development for sampling, email and phone contacts.	Per hour	\$97	24 hours	\$2,328
Project Manager (regular shift)	On-site visits to include inspection, daily oversight and report preparation. Also phone calls, emails and other contacts.	Per Hour	\$95	120 hours	\$11,400
Environmental Technician (regular shift)	Preliminary Lab sample result review, onsite monitoring and sample collection, documentation.	Per Hour	\$65	300	\$19,500
Lab Fees	Project Samples (PCM) in air	Each	\$24	60	\$1,440
Lab Fees	Clearance by TEM in air	Each	\$88	30	\$2,640
Lab Fees	TEM bulk for 24 hour	Each	\$88	8	\$704
Lab Fees	Mold in Air/Bulk/Swab	Each	\$65	Only if requested	
Lab Fees	Silica Dust in Air Monitoring – single species	Each	\$260	Only if requested	
Lab Fees	PCB bulk samples	Each	\$310	6	\$1,860
Total Estimate					\$39,872

TABLE 3

Glassboro School District – Units and Rates are based on customary rates charged previously to the District. All service rates are for non-overtime, non-weekend. Those rates are calculated using the percentages established in the Terms and Conditions. All lab fees are for 24 hour turnaround times unless otherwise stated.

Title of Service	Description	Unit	Rate
Asbestos Project Design	Includes Site visit and work plan development for sampling, email and phone contacts.	Per hour	\$97
Project Manager (regular shift)	On-site visits to include inspection, daily oversight and report preparation. Also phone calls, emails and other contacts.	Per Hour	\$95
Environmental Technician (regular shift)	Preliminary Lab sample result review, onsite monitoring and sample collection, documentation. 15 days@ 10 hours ea.	Per Hour	\$65
Lab Fees	PCM Air Samples	Each	\$24
Lab Fees	TEM Air Samples	Each	\$88
Lab Fees	PLM Bulk Samples	Each	\$25
Lab Fees	TEM-NOB Bulk Samples	Each	\$88
Lab Fees	Mold in Air/Bulk/Swab	Each	\$65
Lab Fees	Silica Dust in Air or Bulk – single species of silica (Alpha Quartz)	Each	\$275
Lab Fees	PCB bulk/wipe sample from caulk, concrete or paint chip	Each	\$310
Lab Fees	Lead in Air/Wipe/Paint Chip	Each	\$27

Terms & Conditions:

All *EDI's* fees are predicated upon existing regulations. *EDI* reserves the right to modify these fees should any changes, amendments or revisions, which would affect the scope of work performed or any required changes are needed to bring the sampling, inspection, or report into compliance with Federal, State, or Local regulations. The fees quoted will remain in effect for a period of 60 days from the date of this proposal. A signed copy of this proposal must be returned to *EDI* prior to the start of any work, along with a purchase order authorizing *EDI* to proceed. *EDI's* terms of payment are due in full upon receipt of the final report.

The Client shall be responsible for all costs incurred by *EDI* for its additional labor and or air sampling analysis needed to complete the project in the event of the selected abatement contractor's negligence or failure to complete the project on time as delineated in the bid specification. *EDI's* rates coincide with the approved competitive rate sheet accepted by the Client. All hours up to 8 daily will be charged at the standard hourly rate. All hours over 8 daily (overtime), are invoiced at 1.2 times the standard hourly rate. Weekend and holiday hours are invoiced at 1.5 times the standard hourly rate. All hours over 8 (overtime), on holidays and weekends are invoiced at 1.7 times the standard hourly rate. **No overtime shall be incurred without prior authorization from the Client.**

It is understood and agreed that the *EDI* has done nothing to create or contribute to the presence of any hazardous waste, pollutants, chemicals, or other hazardous materials at the sites covered in this proposal. The Client understands and agrees that a full and complete determination as to whether a certain property is or is not free from environmental contamination cannot be made with 100% certainty. The Client has retained *EDI* for the sole purpose of providing the services outlined in this cost proposal and supplementary correspondence. *EDI* is only responsible for providing the services described in this proposal. Further, unless included in this proposal the Client agrees that *EDI* will not be held liable for any disclosures, notifications, or reports that are required to be made to third parties, including the appropriate governmental agencies.

If any hazardous substance other than asbestos is present and could lead to possible exposure, it is the Client's responsibility to notify *EDI* before any *EDI* personnel enter the project site. *EDI* finds it difficult to perform their services in the absence of drawings. Drawings are preferred to be scaled architectural or engineering blue prints, (HVAC, Electrical, Plumbing or Mechanical) however, in some cases; a simple high quality schematic will be acceptable. The acceptability of drawings will be at the discretion of *EDI*. The Client acknowledges drawings may be required, and it is their responsibility to provide them to *EDI* if at all possible.

All disputes concerning this project shall be submitted by either party to arbitration under the offices of the American Arbitration Association in accordance with its Rules then in effect. The hearing locale shall be Camden County, New Jersey. Any decision rendered by said association shall be binding upon the parties and may be entered as a judgment in any Court of competent jurisdiction. *EDI* will not be responsible for providing security for the Client's property.

ACCEPTANCE OF PROPOSAL

Please note acceptance of the proposal by signing the original and returning it to us. Please make a copy for your records.



Tom Pruno, Director of Operations

DATED: June 23, 2016

Client Authorized Representative