City of Jacksonville, Florida

ONE CITY. ONE JACKSONVILLE.

Lenny Curry, Mayor

Municipal Code Compliance Division
Ed Ball Building
214 N. Hogan Street, 7th Floor
Jacksonville, Florida 32202

December 11, 2017

12/11/17 12:02:42
Procurement Division

M E M O R A N D U M

TO: Gregory Pease, Division Chief
Procurement Division

FROM: Bryan Mosier, Division Chief
Municipal Code Compliance Division

RE: **P-71-17 – Request for Asbestos Consulting Services Contract**

Municipal Code Compliance Division has negotiated with the number one ranked consultant that submitted a proposal and was selected to provide the Asbestos Consulting Services for Municipal Code Compliance Division requirements resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with APEX Companies LLC. to provide asbestos survey services that incorporates the attached Scope of Services identified as Exhibit A and Fee Schedule identified as Exhibit B. The initial contract period will be for _1_years from date of execution of contract to September 30, 2018, with _3_-_1_year renewals. The maximum indebtedness is a not-to-exceed amount of $120,000.00. All other terms and conditions of the Contract are per the City's standard contract language and as provided in the Request for Proposals.

Attachments: Exhibits A & B

cc: Alex Baker, PSEC Specialist

BM/ds

Section 4
Description of Services and Deliverables

SCOPE OF SERVICES for the City of Jacksonville, Municipal Code Compliance Division Asbestos Survey, Operation and Maintenance Plan, Abatement Recommendations

1.0 Introduction

Asbestos consulting services are required for demolition of residential and commercial structures of 3 stories or less.

Asbestos surveys are needed prior to demolition of each structure.

The Vendor shall perform an asbestos survey, prepare operation and maintenance plans and abatement specifications.

The purpose of the Vendor's asbestos survey and related activities is to identify and address any Asbestos Containing Material (ACM) (RACM) present in the facilities to be demolished by the City of Jacksonville.

These buildings have been identified for demolition and therefore must be surveyed and the presence or absence of ACM/RACM documented. The Vendor must also provide asbestos abatement recommendations.

NOTE: No subcontractors will be authorized under this contract. All Contractors bidding on this contract must have the qualifications to complete all tasks noted below (with the exception of the laboratory functions).

2.0 Standards

All asbestos consulting activities are to be conducted under the direction of an asbestos Vendor licensed pursuant to Sections 469.003-469.014, Florida Statutes (F.S.) and shall be conducted in accordance with applicable local, state and federal laws, regulations and guidelines pertaining to asbestos in vacant buildings.

Asbestos surveys shall be performed, using as a guide, the Environmental Protection Agency's (EPA) Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and all updates thereto, the EPA asbestos protocol found in 40 CFR 763.80-763.99, the State of Florida Building Asbestos Survey Procedures Manual and Specifications, all of which by reference are made a part hereof, and/or other guidance procedures established by the EPA and Florida City of Jacksonville of Labor and Employment Security (FDLES) for vacant buildings proposed for demolition. Asbestos abatement shall be in accordance with the National Emission Standards for Hazardous Air Pollutants (NESHAP), 40 CFR Part 61 Subpart M; Occupational Safety and Health Administration (OSHA) 29 CFR 1910.1001 and 1926.1101; U.S. City of Jacksonville of Transportation 49 CFR 171 and 172, Hazardous Material Regulations and all updates thereto; and recommendations made by the Florida City of Jacksonville of Environmental Protection (FDEP) or its designated authority. All services provided shall be in accordance with EPA guidelines, NESHAP, OSHA regulations, and all other applicable federal, state and local regulations.

3.0 Equipment and Labor

The Vendor shall provide all labor and equipment required to conduct the appropriate work task including, but not necessarily limited to, sampling tools and sample containers, spot encapsulants, respirators and other personal protective equipment, plastic sheeting, asbestos disposal bags, flashlights, ladders, photographic equipment and supplies, air monitoring equipment, and other supplies. The Vendor shall be responsible for transportation or delivery of bulk samples to the analytical laboratory and for proper disposal of contaminated waste.

4.0 Asbestos Survey and Report

The Vendor's asbestos survey, bulk sampling and analysis, and reporting activities shall comply with the EPA's Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and with 40 CFR 763.80-763.99 and all updates thereto, and shall include, but not be limited to, the following:

4.1 Prior to the actual physical inspection, research and review structural or building specification plans as may be available for each building to be surveyed.

4.2 All areas of homogeneous suspect material, without regard to the results of subsequent laboratory bulk analysis, shall be indicated on a set of building floor plans, detail summary or drawings. Areas of homogeneous suspect materials shall be clearly delineated in the report. The extent and location of ACM/ RACM/CAT I/CAT II and non-regulated must be shown in the final report.

4.2.1 Identify all locations where ACM/RACM may be present but cannot be sampled, and provide an explanation for the reason it cannot be sampled. A diligent effort shall be made to sample all suspect ACM/RACM. Areas where access is impossible shall be indicated on the drawings with a notation as to why the areas could not and/or should not be fully investigated. When sampling may reduce the functional integrity of the structure, Vendor should obtain prior approval from the City of Jacksonville's Project Manager. Spaces ordinarily physically inaccessible may be made accessible and inspected. Some minor repairs may be necessary to maintain the structure in a safe condition, particularly during roof sampling.

4.3 Collect and analyze a sufficient number of bulk samples of all suspect ACM/RACM as may be warranted by site conditions. Quality assurance and chain of custody procedur es outlined in the Environmental Protection Agency (EPA)'s Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and 40 CFR 763.80-763.99 and all updates thereto shall be followed. Sampling locations shall be documented on a set of reasonably scaled building floor plans or drawings and marked with an identification number corresponding to the representative sample number.

Bulk samples shall be collected from materials in each homogeneous area to determine the asbestos content and to identify the complete content matrix of the material. Photographic documentation of each bulk sampling location that includes the unique sampling numbers shall be provided in each survey report. These photos must be in a digital format. 4.3.1 Bulk samples shall be analyzed utilizing polarized light microscopy (PLM) techniques by a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory. Point counting analysis of bulk samples shall be conducted as required by the policies and procedures established by NESHAP's 40 CFR Part 61. The analysis of bulk samples must identify the complete matrix of sample constituents consistent with the aforementioned Building Asbestos Survey Procedures Manual and Specifications, EPA's Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and 40 CFR 763.80-763.99 and all

updates thereto. The analyst conducting the analysis shall have sufficient education, training and experience to perform the analysis in a competent manner. Applicable certifications of the analyst responsible for conducting the analysis as well as documentation of lab accreditation shall be provided in the survey report.

4.4 A Material Hazard Assessment by homogeneous area shall be conducted for all areas where known or suspected ACM/RACM are present in order to assess the material for present and potential asbestos hazards. The material assessment shall be conducted pursuant to the Building Asbestos Survey Procedures Manual and Specifications and 40 CFR 763.80-763.99, and all updates thereto, utilizing the Hazard Assessment Decision Tree. The status of occupancy (vacant vs. occupied) and the fact that the facility will be demolished should be considered when preparing the Material Hazard Assessment. Abatement response actions shall address the requirements of NESHAP's 40 CFR Part 61 Subpart M as they apply to buildings scheduled for demolition. The use of wet demolition methods for buildings containing non-regulated ACM/RACM shall be considered.

4.5 The Vendor shall prepare an individual parcel specific survey/assessment report that summarizes the results of the survey and provide appropriate abatement response alternatives. The report shall include any and all documentation including lab analysis sheets, photographs, drawings, etc., which may be needed to substantiate the presence or absence, quantity, condition, and location of ACM/RACM.

Vendor should make available to the City of Jacksonville one survey report sent via email and one (1) original copy with original signatures submitted to the City of Jacksonville or the authorized representative for review and approval within fifteen (15) calendar days of the date of the Letter of Authorization. Originals of survey reports and all subsequent revisions shall also be distributed to the City of Jacksonville. Revisions to the survey report shall be submitted to the City of Jacksonville within ten (10) calendar days of receipt of an agency review or recommendation letter. All reports and revisions shall be sent via email and by regular mail or hand delivery to the City of Jacksonville or authorized representative, and shall be signed and sealed by the Vendor licensed pursuant to F.S. 469.003-469.014, with a copy of said license provided in the survey report.

(Remainder of page intentionally left blank)

Form 1 - Price Sheet

NAME OF CONSULTANT Apex Companies, LLC

Proposal Number P-71-17

SCHEDULE OF PROPOSED PRICES/RATES

1. Flat Fee (payable upon completion of project or upon completion of listed deliverables):

   $795/survey, analytical & report

2. If charges are based on hours worked, the hourly direct labor rates (without Fringe Benefits) are:

   Principal (Partner or Senior Officer): $ 125.00 hr.

   Project Manager (Responsible Professional): $ 85.00 hr.

3. Other Direct Project Costs per Unit (please specify)

4. Estimated percentage of total fee to be performed by sub-contractors 30% %

5. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

Exibit "B"