

**CDBG LEAD BASED PAINT ABATEMENT  
ESCAMBIA COUNTY**

<b>OWNER:</b>	<u>Cellestine Locke</u>	<b>JOB #:</b>	<u>NED C-L-2020-1</u>
<b>ADDRESS:</b>	<u>1224 Maxwell Street</u>	<b>DATE PREPARED:</b>	<u>01/24/2020</u>
	<u>Pensacola, Florida 32501</u>	<b>OPENING DATE:</b>	<u>01/31/2020</u>
<b>PHONE:</b>	<u>James 850-356-1331</u>	<b>CLOSING DATE:</b>	<u>02/14/2020</u>
		<b>CLOSING TIME:</b>	<u>12:00 noon</u>

I certify that I have carefully examined the "Work Plan for Encapsulation of Lead Based Paint" dated November 4, 2019 related to the above reference job, as furnished by Professional Service Industries, Inc. (PSI). I/(we) have also examined the site on which the proposed work is to be performed. On the basis of these examinations, I propose to furnish all materials, tools, machinery and labor necessary to complete the work in a professional, workmanship manner and to complete the work at the prices listed. All work is to be performed in accordance with applicable State, Federal, and Local Government regulations. Waste materials will be properly disposed at an appropriate facility with applicable regulations.

I certify that I am not currently suspended, debarred, or in any way disqualified from participating in HUD programs.

\$ \_\_\_\_\_  
**TOTAL JOB COST**

\_\_\_\_\_  
**CONTRACTOR'S SIGNATURE**

\_\_\_\_\_  
**TITLE**

BID OPENING DATE: \_\_\_\_\_

\_\_\_\_\_  
**FIRM**

ACCEPTED       REJECTED

\_\_\_\_\_  
**FIRM PHONE NUMBER**

\_\_\_\_\_  
**BID COMMITTEE REPRESENTATIVE**

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**Mandatory on Site Pre-Bid Conference: Friday, February 7, 2020 at 8:30 a.m.**

## **INSTRUCTIONS TO BIDDERS**

Submit cover sheet with signature of Contractor in ink. Specifications in pencil will be rejected. Bids must be sealed and hand-delivered to Neighborhood Enterprise Division (NED), 221 Palafox Place, Suite 200, Pensacola, FL 32502 office by 12:00 noon at the closing date specified. Bid will be awarded based upon the lowest and most reasonable combined bid for the work specified.

The bids will be opened by the Bid Committee and bid will be awarded based upon the lowest eligible bidder with the most reasonable combined bid for the work specified. Bids \$25,000 or over must be approved by the Board of County Commissioners prior to award of contract.

Labor, overhead, permits, insurance, and profit must be included into each itemized price and not listed as a separate itemized price or listed under "miscellaneous." Non-compliance will result in rejection of bid.

All repair work performed must be inspected (rough and final) and conform to County Ordinances, State Laws, and Florida Building Code.

The Contractor is responsible for proper reattachment/hook-up of any/all of the following that apply; appliances, existing coaxial cable, telephone and interface, electric, water, and sewage.

## **HOMEOWNER'S RESPONSIBILITIES AND OBLIGATIONS**

The Homeowner is responsible for maintaining existing utilities for the Contractor's use during the rehabilitation period.

The Homeowner is responsible for the removal of all belongings/furnishings from the designated work areas prior to the start date. The Contractor is not responsible for removal of Homeowner's trash and/or discarded belongings or furnishings.

Homeowner may not enter the work site during lead reduction activities.

Homeowner will be temporarily relocated during the lead reduction activities.

## **COMPLETION DATE**

There is a FOURTEEN (14) day time limit on each rehabilitation job. For every day worked in excess of the Fourteen day contract period, a FIFTY DOLLAR (\$50.00) per day penalty will be assessed.

A Notice to Proceed will be issued once the homeowner has vacated the property.

## **PAYMENT SCHEDULE**

Lump sum payment at job's completion.

The Contractor will be eligible for Final Payment after the following conditions have been fulfilled:

- Completion of Write-Up
- Acceptance by the Homeowner
- Premises free from all construction debris
- Final evaluation/clearance from PSI
- Contractor's Final Affidavit
- Original Invoice from Contractor

# ESCAMBIA COUNTY NEIGHBORHOOD ENTERPRISE DIVISION HOUSING REPAIR PROGRAMS CONTRACTOR REQUIREMENTS

If your firm is awarded the bid for housing repair (SHIP or HUD programs), the following items must be current and on file in order to issue a Purchase Order.

- \*Current W9 (less than one year old).
- \*County Vendor Information sheet (less than one year old).
- \*Worker's Compensation as required by State Law **OR** exemption form.
- \*Commercial General Liability (\$1,000,000 coverage) listing Escambia County as Certificate Holder and additional insured.
- \*Automobile Liability (\$1,000,000 coverage) listing Escambia County as Certificate Holder and additional insured.

GL and Auto Liability Certificates must state the following under the Additional Interest:

Escambia County  
C/O Neighborhood Enterprise Division  
221 Palafox Place  
Suite 200  
Pensacola, FL 32502-5844

*All correspondence should be directed to Neighborhood Enterprise Division, 221 Palafox Place, Suite 200, Pensacola, FL 32502 for review.*

**\*For jobs valued at \$25,000 or higher, 100% Performance and Payment Bonds will be required. The firm that is awarded the bid will be responsible for providing the required bonds, recording said bonds with Escambia County, Department of Records and paying all associated fees.** Performance and Payment Bond format will be provided. Contractor will be responsible for the recording of all bonds with Pam Childers, Clerk of The Circuit Court of Escambia County Florida.

*Refer to BCC Office of Purchasing Risk Management Guidelines Procedure No: PP-180 (Performance and Payment Bonds) and PP-185 (Risk Management Guidelines) for further details.  
[<http://www.myescambia.com/business/purchasing-policies-and-procedures>]*

Additionally, Neighborhood Enterprise Division will maintain the following info in the Contractor's file:

- \*Contractor may not be federally debarred from participating in programs as per [www.sam.gov](http://www.sam.gov)
- \*State registered or State Certified Contractor License
- \*Escambia County Competency Board License
- \*Escambia County Business/Occupational License
- \*EPA RRP Renovator and Firm Certifications

Firms bidding on Lead Based Paint Abatement jobs must also submit proof of Lead Abatement firm certification.

All information must be current at time of award. IF INFORMATION CANNOT BE PRODUCED IN A TIMELY MANNER, THE COUNTY RESERVES THE RIGHT TO AWARD THE BID TO THE NEXT MOST RESPONSIVE BIDDER.



**WORK PLAN FOR ENCAPSULATION AND  
REMOVAL OF LEAD-BASED PAINT**

**LOCKE RESIDENCE  
1224 W. MAXWELL STREET  
PENSACOLA, FLORIDA 32501**

**PREPARED FOR**

**NEIGHBORHOOD ENTERPRISE DIVISION  
221 PALAFOX PLACE, SUITE 200  
PENSACOLA, FLORIDA 32502**

**PREPARED BY**

**PROFESSIONAL SERVICE INDUSTRIES, INC.  
175 SOUTH "A" STREET  
PENSACOLA, FLORIDA 32502  
PHONE: (850) 434-1000**

**November 4, 2019**

**PSI Project No. 07832886**



Project Number: 07832886  
Locke Residence  
November 4, 2019

## LEAD-BASED PAINT WORK PLAN TITLE SHEET

**Building Name:** Locke Residence

**Address:** 1224 W. Maxwell Street, Pensacola, Florida

**County:** Escambia County

**Consultant:** Professional Service Industries, Inc. (PSI), an Intertek company

**Address:** 175 South "A" Street

**City:** Pensacola

**State:** Florida

**Zip:** 32502

**Phone:** (850) 434-1000

**Consultant's Signature:**

A handwritten signature in blue ink that reads "JC Harris".

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John C. Harris  
Project Manager

A handwritten signature in blue ink that reads "Christopher M. Hundley".

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Christopher M. Hundley  
Principal Consultant





## WORK PLAN

### 1.0 PROJECT NAME

Lead-Based Paint (LBP) Removal and Encapsulation  
Locke Residence  
1224 W. Maxwell Street  
Pensacola, Florida 32501

### 2.0 SCOPE OF WORK

- A. The general scope of work includes the proper encapsulation of LBP coated surfaces; removal of LBP coated components and the proper disposal of all waste generated from the project. All activities are to be performed in accordance with applicable federal, state, and local regulations, or PSI requirements, whichever are more stringent. It is the sole responsibility of the contractor to be familiar with and act in accordance with these regulations/requirements. Verification of all quantities, conditions and locations are the responsibility of the contractor.
- B. The specific work to be performed includes:
1. Remove and Dispose of Living Room and Dining Room Ceilings, Master Bedroom Walls, Master Bedroom Ceilings and Master Bedroom Door Frame
  2. Remove Asphalt Shingle Siding and Encapsulate Wood Siding
  3. Encapsulate All Exterior Blue Wood Soffits
- C. The Neighborhood Enterprise Division will notify the Contractor of the date on which work may begin. The Contractor shall provide written notification to PSI of the date work is scheduled to begin at the site at least two (2) business days prior to beginning any work including work area preparation.
- D. The contractor is responsible for all notification requirements to federal, state, or local authorities. A blank copy of the U.S. Environmental Protection Agency (EPA) Lead-Based Paint Abatement Activities Notification form is attached and must be submitted to EPA at least five business days prior to the start of the project. The notification may be faxed to the EPA at (202) 566-0471.
- E. At least one person who is an EPA certified Lead Abatement Supervisor in Florida shall be present at the jobsite when work area preparation and final work area cleaning are being performed. During the performance of other work activities, the supervisor must be able to be reached by radio or telephone and able to return to the jobsite within two (2) hours.



### 3.0 WORK PROCEDURES

#### A. Preparation

1. Establish a regulated area by placing warning notices and barricade tape a minimum of 20 feet around the area where work involving LBP will be taking place. Place a warning notice at all entrances to the regulated area.
2. Remove all movable items from within the regulated area and store them in areas of the site where work is not being performed.
3. Cover the ground or floor within the work area with a layer of plastic sheeting, minimum thickness 6-mil.
4. Construct a personnel decontamination station at the site. The contractor shall provide employees with necessary materials and equipment such as a HEPA vacuum, shower or pre-moistened wipes to decontaminate themselves. The decontamination unit shall also include an appropriate disposal container for suits and other potentially lead-contaminated waste.
5. All personnel entering the regulated area shall wear disposable suits, the appropriate respiratory protection for the task being conducted, and other personal protective equipment as required. It is the responsibility of the contractor to ensure that all workers entering the regulated area are provided with the level of protection suitable for the type of work being conducted.

#### B. Component Removal

1. Use hand tools to remove the specified components.
2. Wrap LBP coated components in two (2) layers of 6-mil thick plastic sheeting for disposal. Components may be placed in a dumpster lined with two (2) layers of 6-mil thick plastic sheeting.
3. Immediately after removal, clean up all debris resulting from the component removal. Place debris in 6-mil thick waste disposal bags or appropriate container and seal for disposal.
4. 1. Secure the window openings using a single piece of plywood (minimum thickness 3/4"), which completely covers the opening and is braced with 2"x4" lumber connected by metal bolts at least 1/4" in diameter.

#### C. Paint Encapsulation

1. Remove any loose paint from the specified surfaces by manual scraping, misting the loose paint with water while scraping to reduce airborne dust.
2. Using a HEPA filter equipped vacuum and/or damp rags, cleanup the paint-chips and any loose debris on the drop cloth. Carefully roll up and seal the drop cloth for disposal.
3. Apply a LBP encapsulant such as Lead Lock to the specified surfaces.
4. Label any encapsulated surfaces that are to be covered by other building components with the warning "Danger: Lead-Based Paint". Use permanent ink





and apply label every two feet. If encapsulated surfaces are not to be covered with other materials, do not label. **Coordinate with the City Housing Department representative to determine which surfaces are to be labeled.**

D. Clearance

1. Notify PSI representative when work area is ready for visual inspection and wipe testing to determine completeness of removal and encapsulation activities. The PSI Project Manager shall be notified of the time and date the project will be ready for inspection no later than 4:00 PM on the business day prior to the requested date of inspection.
2. After the contractor has been notified that the work area has passed the visual inspection and dust wipe testing; remove all warning signs and barricades. After all materials, tools waste, warning signs and barricades have been removed from the jobsite, notify PSI that the jobsite is ready for a project completion inspection. PSI will not recommend approval of the contractor's pay request until the jobsite has passed the project completion inspection.

#### 4.0 AIR MONITORING / WIPE SAMPLING

- A. Personnel air monitoring as required by the U.S. Occupational Safety and Health Administration (OSHA) is the responsibility of the contractor.
- B. Air monitoring may be performed by PSI outside the work area to document the concentrations of airborne lead dust outside the work area during paint scraping and encapsulation activities.
- C. If airborne lead concentrations outside the regulated area are found to be above the OSHA permissible exposure limit, the contractor will be instructed to stop work and review work practices with the workers.
- D. Clearance wipe sample collection and analysis will be performed by PSI. Samples will be collected from the floor, window sill and window trough surfaces in accordance with the U.S. Housing and Urban Development (HUD) guidelines. The clearance criteria shall be in accordance with EPA and HUD requirements:
  - Floors - 40 micrograms per square foot
  - Window Sills - 250 micrograms per square foot
  - Window Troughs – 400 micrograms per square foot

#### 5.0 DISPOSAL OF CONTAMINATED WASTE

- A. Dispose of waste generated by the project by landfilling in a Class I, lined landfill as household waste.



- B. Consider all debris waste, plastic sheeting, disposable clothing, etc. as lead-containing material.
- C. Seal lead-containing waste in impermeable containers. As a minimum, double bag all waste in 6-mil plastic disposal bags.
- D. Place two layers of 6-mil plastic sheeting on floors and walls of waste disposal vehicle or dumpster.
- E. Deposit only sealed material in landfill. Disposal bags that are damaged must be placed inside a new bag and resealed.
- F. Remove all plastic sheeting from disposal vehicle, place in two 6-mil plastic bags and dispose as contaminated waste.

## 6.0 SUBMITTALS

- A. Prior to mobilization, furnish PSI with the following information:
  - 1. Copy of contractor's license for Florida (from EPA Region 4)
  - 2. Supervisor or worker training certificates **and** EPA certifications (listing Florida under the jurisdiction where employee may work) for each person who will perform work at the jobsite.
  - 3. Fit-test documentation
  - 4. Name and technical specifications of encapsulant to be used.
  - 5. Negative Exposure Assessment (NEA) air monitoring data for similar projects performed by the contractor within the past 12 months (if contractor has conducted a NEA).
  - 6. Copy of the completed EPA Notification form.
- B. Following scheduled LBP encapsulation activities, submit the following items:
  - 1. Landfill receipts (if waste is delivered to landfill by the contractor)
  - 2. Notarized statement signed by the Contractor or his/her representative. This statement shall include:
    - Location of the project where the waste was generated
    - Name and physical address of the waste disposal facility
    - Quantity of lead-containing waste



- Date the waste was delivered to the disposal facility or placed in commercial dumpster for transfer to landfill
- 3. Supervisor's Daily logs
- 4. Work area sign in/out logs
- 5. Results of OSHA worker exposure air monitoring, if no NEA data was submitted before the start of the project.

## **END OF WORK PLAN**





