

Client: Hidalgo County



Of Harlingen/San Benito

Water Mitigation Loss

JUNE 25, 2018



Hidalgo County

1902 Joe Stephens Ave
Weslaco, TX 78599

Prepared by:
SERVPRO of Harlingen/San Benito

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Scope of Services & Action Plan

Hidalgo County Commissioner's Office, Tax Assessors Office, Justice of the Peace Place 1 & Place 2 experienced heavy rains that resulted in building accumulating approximately 4 to 8 inches of flooding throughout that took around two days to recede from the building. Hidalgo County representative Glinda Pacheco contacted SERVPRO of Harlingen/San Benito to perform an initial assessment of the loss.



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Scope Items

Mobilization of Resources

- Mobilize SERVPRO management to oversee the production process
- Mobilize equipment and consumables trailers to the job site as needed
- Mobilize generators to provide additional power to facility for drying if required
- Establish an equipment and resource staging area
- Establish a break area for all SERVPRO labor
- All SERVPRO personnel will wear the proper personal protective equipment before entering the work area and throughout the mitigation process
- Identify and alleviate site safety hazards
- Daily documented safety meeting

Justice of the Peace Place 1, Justice of the Peace Place 2, Tax Assessor's Office, Commissioner's Office

- Install one 5,000cfm desiccant dehumidifier with generator power to stabilize the indoor environment to prevent further secondary damage and to dry structure.
- Install power distribution and air movement as needed to circulate hot, dry air produced by the desiccant dehumidifiers.
- Place HEPA air filters- (negative pressure air scrubbers) throughout to reduce potential harmful airborne contaminants in order to create a safer work environment.
- Remove and discard all water damaged porous structural materials.
- Remove and dispose of all porous contents
- Perform a complete moisture survey and create a moisture map.
- Perform daily moisture monitoring services.
- Apply an EPA registered antimicrobial to all water impacted structure to deter microbial growth.
- Contingent upon results of third party industrial hygienist to perform asbestos testing as required by State.

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Final Flood Cleaning Protocol

HEPA VACUUM – AS NEEDED

- Affected materials will be HEPA vacuumed to remove contaminants, dust and loose debris from the area.

RINSE AND EXTRACT (PRESSURE WASH)

- Pressure washing will be performed where appropriate along with mop and muck out using squeegees.

DIRECT CONTACT SANITIZATION

- All remaining structural surface areas will have an EPA registered antimicrobial applied to deter microbial growth.
- Below the flood line will be wiped or mopped with an approved sanitizing agent to ensure all areas have been properly sanitized. Areas not directly affected, but experiencing secondary damage will also be treated on an as needed basis. The final stage of the cleaning process is completed in this step and corresponding sign-off walks will be performed upon successful completion of this step.

STRUCTURAL DRYING

- All structural building materials will be dried in accordance with IICRC standards

ASSUMPTIONS

- None of the other contractors working in the affected areas will be cross-contaminating the clean areas once they are cleaned.
- SERVPRO will have unrestricted and full access to all areas each during the bulk of the cleaning activities.
- No rebuilding will commence prior to SERVPRO final cleaning crews completing their work assignments.

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Estimated Time and Materials Pricing Summary

Labor - Schedule A

Project Management

Restoration Supervisors

Project Administration/Auditor

Skilled Labor

General Labor

\$53,208

Consumables – Schedule B

Professional Cleaning Products

Personal Protective Equipment

Antimicrobial/Disinfectant

Debris Disposal Bags

Temporary Ducting

\$17,642.70

Equipment - Schedule C

Drying Equipment

Power Distribution

Small Tools

Air Filtration Devices

On-site recovery trailer

\$94,281.24

**Subcontract and Incurred
Expenses – Schedule D&E**

Generator Fuel

Logistics/Mobilization

Per Diem

Wash Stations

Portable Toilets

Asbestos Testing

GL On-site Lunches

Equipment Rental

\$22,595.54

Total Budgetary Amount

\$187,727.48

8% discount for mitigation services

<-\$15,018.20>

Total Services Rendered

\$172,709.28

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Acknowledgments

- Labor will be billed in accordance with the SERVPRO Time and Materials Rate Schedule on this project. Two breaks and one lunch will be given during each shift. Additionally, in an effort to include a daily accounting of hours and labor on-site, SERVPRO daily crew sheets will be submitted to all interested parties.
 - Consumables not listed on the SERVPRO Time and Materials Rate Schedule will be billed at a Cost plus overhead (10%) and profit (10%).
- All Equipment will be billed in accordance with the SERVPRO Time & Materials Rate Schedule on this project. Equipment and Resource Management will be brought in before General Labor crews to ensure all equipment is set up and in place for General Labor to begin restoration services.
- All receipts and invoices will be provided for your review with our final invoice package. Subcontract Expenses will be billed at a cost plus overhead (10%) and profit (10%).
 - Reimbursable Expenses will be billed at a cost plus overhead (10%) and profit (10%).
 - SERVPRO will appoint a designated representative for all communication between involved parties. A regular meeting should be held to discuss progress, changes in priorities, or pertinent project information during the mitigation process.
- Customer will conduct quality control inspections during and after completion of work by SERVPRO and upon sign off, it is acknowledged SERVPRO has completed scoped work in said area.
- All SERVPRO workers will adhere to OSHA safety guidelines throughout the project.
 - SERVPRO, as scoped, will provide all equipment and materials necessary to complete this project, unless otherwise specified.
 - All changes in scope will result in the issuance of a change order to increase the budgetary amount, which may or may not result in an increase to the final invoiced amount.
 - Any delay outside of SERVPRO's control will result in a change order to increase the budgetary amount which may or may not result in an increase to the final invoiced amount.
 - Scope of work to include above listed items and location only.
 - Budgetary amount is based on a eight (8) day drying period. Additional drying days could result in an increase of cost.
 - Scope does not include reconstruction services, of which can and should be assessed as a separate and/or supplemental addition to our services.
 - Scope does not include cleaning of contents, of which can and should be assessed as a separate and/or supplemental addition to our services.
 - Scope does not include an electronics restoration or data recovery, of which can and should be assessed as a separate and/or supplemental addition to our services.
 - Scope does not include any document drying services, of which can and should be assessed as a separate and/or supplemental addition to our services.
 - Scope of work could change based on environmental results as this budget does not include any Air quality testing, mold remediation or asbestos abatement (If required by State laws).
 - Budgetary Amount does not include tax.

Labor

SERVPRO will utilize SERVPRO Management and local general labor to complete this project.

Warranty

SERVPRO will provide a two-year warranty on workmanship.

Time Frame

The above scoped project shall be mitigated in the most efficient process possible. We feel we have presented a plan above in which we will be able accommodate the needs of the building and customer within eight to ten (10) days from start date based on approval of proposal.

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Payment Terms

One-third deposit is due at start of job. One-third is due at three quarters completion. Final payment is due 15 days after customer is provided final invoice. (Paragraph 3 of the attached Commercial Services Agreement overrides any payment terms if different than above).

Conclusion

On behalf of SERVPRO, we want to thank you for the opportunity to provide you with this scope of work and budgetary amount. If there are any questions, please contact Luis Garza at (956) 277-0645/ (956) 207-9887 and email at lgarza@servproharlingensanbenito.com or office@servproharlingensanbenito.com

Respectfully Submitted,
SERVPRO of Harlingen/San Benito