

AGENDA ITEM 24

Consider approving recommendation by architects for asbestos/lead survey for courthouse.

Moved: **Judge Doerfler**

Seconded: **Commissioner Hays**

Motion: To approve recommendation by architects for asbestos/lead survey for courthouse.

Vote: **5 - 0**

< Attachment >

HVJ Associates, Inc.

Geotechnical, Environmental & Materials Engineers

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Austin, Texas 78704
512.447.9081
512.443.3442 fax
<http://www.hvj.com>

April 2, 2001

Williamson County Commissioners Court
c/o Ms. Karalci Nunn
1113 Architects
807 S. Rock Street
Suite 102
Georgetown, Texas 78626

Re: HVJ Job No. 01-123PEA-R
Comprehensive Asbestos and Lead-based Paint Survey
Williamson County Court House
Georgetown, Texas

Dear Commissioners Court Members:

Pursuant to your request, we are pleased to provide the enclosed proposal for asbestos and lead-based paint inspection, testing, and related consulting services for the above referenced project. We understand that our services for the project will consist of performing a comprehensive asbestos survey to identify asbestos-containing building materials utilized in the construction of the above referenced building prior to additional renovations to the building as well as a lead-based paint survey using an X-Ray Fluorescence (XRF) Analyzer.

HVJ Associates, Inc. will conduct these surveys as described in the Scope of Work section of this proposal. The time requirements we anticipate are detailed in the Schedule section. Additional work outside the scope of this proposal must be separately authorized in writing by the Client.

SCOPE OF WORK

1.0 PROJECT INFORMATION

Williamson County Court House, Georgetown, Texas, HVJ has the following understandings regarding this project and the site:

- 1.1 Based on our conversations and our site visit, we understand that the project consists of three stories, the basement and the clock tower/ roof of the courthouse building.
- 1.2 Additional understandings and assumptions are as follows:
 - a. The surveys will be conducted in a manner which will comply with applicable EPA, NESHAP and TDH requirements.

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- b. Exterior areas for suspect materials will be sampled as part of the survey. The inspector(s) will not attempt to sample the roofing materials. HVJ will not be liable for the loss of any roof warranty.
- c. Interior furnishings will not be included in the survey.
- d. Samples will require some damage to existing surfaces. Efforts will be made to take samples from less noticeable locations and keep damage to a minimum.
- e. Only reasonably accessible areas will be surveyed. Any materials not readily accessible (i.e., piping in walls, hidden insulation treatments, materials in sealed chases, etc.) will not be addressed as part of this survey and demolition for access will not be performed.
- f. The Lead-based Paint Survey will be performed by Texas Lead Inspection & Environmental Services as a subcontractor to HVJ Technologies.

2.0 ASBESTOS INSPECTION, SAMPLING AND ANALYSIS

- 2.1 HVJ will conduct an inspection of the facility to identify and locate friable and non-friable asbestos-containing building materials (ACBM) in the buildings. The inspection will identify homogeneous materials throughout the structures. Homogeneous suspect materials will be sampled and analyzed for asbestos content by Polarized Light Microscopy (PLM) in accordance with the EPA, TDH and OSHA regulations. The inspection will be non-destructive in nature.
- 2.2 The inspection and sampling will be conducted by our staff EPA accredited and TDH licensed Inspector(s). Report preparation will be conducted under the direction of our staff EPA accredited and TDH licensed Management Planner or Individual Asbestos Consultant.
- 2.3 Samples will be analyzed in a NVLAP accredited and TDH licensed laboratory. Polarized Light Microscopy (PLM) will be utilized to determine the presence of asbestos in the bulk samples submitted. The percentage of asbestos will be determined by microscopic visual estimation in accordance with EPA methodology. The cost of sample analysis is included in the survey cost. Point Count Analysis will not be performed without approval from the Client and if required, will be performed at an additional cost. Approximately 115 samples will be collected.

3.0 LEAD-BASED PAINT INSPECTION

- 3.1 The Lead-based paint (LBP) inspection is intended to identify those components, which are positive for LBP and lead hazards.

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- 3.2 Measurements will be taken on various substrates and components throughout the buildings. An XRF spectrum analyzer will be used to conduct the testing in accordance with the Texas Department of Health "Texas Lead Reduction Rules" effective 19 February 1996, amended 10 May 1998.
- 3.3 Up to ten (10) bulk confirmation paint samples will be collected.

4.0 REPORT AND RECOMMENDATIONS

Two (2) copies of a written report containing the following information will be provided to the Client:

- 4.1 A listing of ACBM and LBP sources identified by the inspection.
- 4.2 A summary of all samples collected, the sampled material location description, a friable or non-friable designation, a material condition and hazard assessment, and any special conditions observed.
- 4.3 Quantification of ACBM and LBP identified as part of this inspection.

5.0 LIMITATIONS

It should be noted that the asbestos survey results will be based on HVJ's field investigation and analyses of selected samples which are assumed to be representative of materials within the facility surveyed. This assumption will be based on visual observations by HVJ. The reports will not in any way represent a warranty or guarantee that other asbestos-containing materials do not exist within the building, or within building components which are not accessible or which were not sampled during the inspection. Additionally, the recommendations for the areas not surveyed will be based solely on the information available and should not in any way be construed to represent a warranty guarantee regarding that information's accuracy.

6.0 CLIENT RESPONSIBILITIES

HVJ requests the Client provide the following assistance:

- 6.1 Identify the Client's representative who will act as the liaison between HVJ and the Client.
- 6.2 Provide access to all parts of the building to be inspected.
- 6.3 Provide an on-site Client representative to HVJ personnel to provide keys to all areas to be inspected (or give keys to HVJ personnel).
- 6.4 Provide any available building plans or drawings of the facility.

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COMPENSATION

Charges for the services described in the Scope of Work section will be provided on a Lump Sum cost basis as follows:

Comprehensive Asbestos and LBP Survey **\$ 9,400.00**

The above cost will not be exceeded without prior notification and approval from the Client. We do not expect any unforeseen conditions, however, additional charges may be incurred as the result of any of the following:

- Changes or additions to the Scope of Work
- Additional meetings and/or site visits as required.
- Stand-by time due to lack of or delayed access or lack of Client assistance.
- Scheduling delay and/or cancellation of the survey after project authorization and prior to arrival at the field site. In the event of a delay or cancellation, HVJ will be compensated for time and materials expended subsequent to project authorization.

SCHEDULE

We would anticipate the following project schedule:

<u>Phase (Sequenced)</u>	<u>Time Requirement</u>
Personnel Scheduling/Mobilization	5 Working Days
Field Survey	2 Working Days
Laboratory Analysis	5 Working Days
Survey report submittal	8 Working Days
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TOTAL TIME REQUIREMENT from date of receipt of signed Agreement and Authorization	20 Working Days

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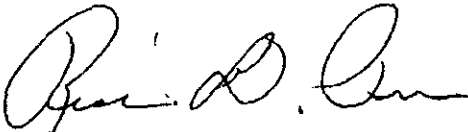
The above schedule is preliminary and can be modified to meet your specific project needs, if required. Additionally it assumes standard turn around time for laboratory services, these may be reduced for an increased sample analysis cost.

HVJ is prepared to proceed with assistance activities upon your acceptance and authorization.

We appreciate the opportunity to provide professional environmental related services to Williamson County. Should you have any questions or require any additional information, please do not hesitate to contact me.

Sincerely yours,

HVJ ASSOCIATES, INC.



Rick Orr
Individual Asbestos Consultant
TDH Lic. 10-5103

Williamson County

John C. Daefler 4-3-01

AGENDA ITEM 25

Consider drawing one name for Salary Grievance Committee for 2001.

Moved: **Judge Doerfler**

Seconded: **Commissioner Boatright**

Motion: To notify Janet Oliver of Liberty Hill to see if she is willing to serve on the Salary Grievance Committee for 2001.

Vote: **5 - 0**

< Attachment >

4/3/01

⑤ JANET OLIVER

107 Forrest St., Liberty Hill, TX

approved to notify 4-3-01
John C. Doerfler