



171 Commerce Street · PO Box 1486  
Williston, VT 05495  
Telephone 802-862-1980  
Fax 802-862-1405  
www.atcgroupservices.com

**Asbestos Abatement Work Plan –  
Lower front portion of the 1952 Wing Roof Deck  
Hinesburg Community School**

**Hinesburg Community School  
10888 Rte 116  
Hinesburg, VT 05461**

**Prepared for**

**Mr. Tim Peet  
Hinesburg Community School  
10888 Route 116  
Hinesburg, Vermont 05461**

**ATC Project # 280BS01312**

**April 2018**

**Hinesburg Community School  
10888 Rte 116  
Hinesburg, VT 05461**

**Work Plan – Roof Replacement  
2018**

**1.0 Project Summary**

This project entails removal of asbestos containing building materials associated with the partial roof replacement project scheduled to be conducted between June/July 2018 at the **Hinesburg Community School (SCS)**. Materials include (all following amounts are approximate quantities) 1224 square feet of transite roof deck and 1 square foot of trace (<1%) air vent caulking located front portion of the lower front portion of roof of the 1952 wing.

This document contains applicable project definitions (Section 2.0), general project requirements (Section 3.0), a specific scope of work (Section 4.0), project sequencing and specific requirements (Section 5.0), and a bid form (attached).

**2.0 Definitions**

*Bidder*: A qualified asbestos abatement contractor who submits a bid for the specified project directly to owner.

*Contractor*: The asbestos abatement contractor retained by the owner to perform the scope of work presented in this document.

*General Contractor*: An entity contracted by the owner to perform non-abatement construction activities within the facility.

*Industrial Hygienist (IH)*: The qualified entity performing asbestos abatement project design, consulting, monitoring, and/or air sampling activities for the project (**ATC Group Services, LLC (ATC)**).

*Owner*: The owner of the facility in which the project is taking place (**Champlain Valley School District**)

*Owner's Representative*: Refers to the Industrial Hygienist (IH).

### **3.0 General**

- a. Adherence to the procedures outlined in this Work Plan shall not release the Contractor from responsibility for strict compliance with all applicable Federal, State, and Local regulations pertaining to asbestos abatement projects and the asbestos abatement industry during performance of this abatement action.
- b. The Contractor is responsible to pay all licensing fees, royalties, and other costs necessary for the use of any copyrighted or patented product, design, invention, or process in the performance of the job specified in this Work Plan. The Contractor shall be solely responsible for costs, damages, or losses resulting from any infringement of these patent rights or copyrights. The Contractor shall hold the Owner and the Owner's Representative harmless from any costs, damages, and losses resulting from any infringement of these patent rights or copyrights.
- c. If this Work Plan requests the use of any product, design, invention, or process that requires a licensing fee or royalty fee for use in the performance of the job, the Contractor shall be responsible for the fee or royalty fee and shall disclose the existence of such rights.
- d. The Contractor shall maintain Asbestos Liability Insurance on an occurrence basis in the amount of \$1,000,000.00. The Owner shall be named as additionally insured for this project.
- e. All work shall be performed in accordance with the Vermont Regulations for Asbestos Control (VRAC), AHERA 40 CFR Part 763, the Vermont Occupational Safety and Health Administration (VOSHA), and this Work Plan.
- f. No waivers other than those specifically expressed within this document will be allowed during this project without prior written approval from the Owner's Representative.
- g. The entire indoor space of the facility where the project occurs is a non-smoking area. Individuals shall not smoke inside the facility.
- h. For the entire indoor and surrounding grounds of the facility where the project occurs; individuals shall dress appropriately (shirts with company label or name printed on them shall be worn, tyvek suits will not be worn outside the regulated area, no cut off shorts or torn pants and foot ware will be tied). Proper personal conduct and language will also be used (no profanities allowed).

- i. For the entire indoor and surrounding grounds of the facility where the project occurs; equipment, dumpsters and trucks and surrounding areas will be kept clean and orderly throughout the duration of the project.
- j. All products utilized (including mastic remover and neutralizer) should be used according to manufacturer's specifications. Performance characteristics, including MSDS, for products to be used should be submitted to the building owner for review.

#### 4.0 Scope of Work

- a. **Materials and Quantities** - The following table illustrates the specific materials and locations of materials to be removed by the Contractor:

**Hinesburg Community School  
10888 Rte 116  
Hinesburg, VT 05461**

#### **List of Non-ACM and Asbestos Containing Building Materials to be Abated**

<u>Location</u>	<u>Description</u>	<u>Approximate Quantity</u> <small>(To be verified in by Contractor)</small>
<i>Roof and Roof Deck (1952 wing lower front portion)</i>		
	Non-ACM Membrane and foam insulation	1024 Square feet
	Trace (<1%) Caulk	1 Square foot
	Transite Roof Deck	1024 Square feet

The Abatement Contractor is responsible for verifying all quantities of materials, there will be no change orders issued for additional quantities.

## **5.0 Project Sequence and Specific Requirements**

- a. All applicable notifications and Permits will be the responsibility of the selected Contractor. If applicable, notifications must be submitted to the Vermont Department of Health and EPA in time to start work on specified date.
- b. Work hours shall be 7:00 AM to 5:00 PM. In general, set-up may will be conducted in coordination with the facilities representative and construction manager, building conditions must be returned to a satisfactory state and the Contractor must vacate the building. Work hours other than those given in this work plan must be approved by the Owner.
- c. Danger signs in accordance with VOSHA 29 CFR 1926.1101 shall be displayed at all approaches to the work areas throughout the project.
- d. The Contractor shall perform personal air monitoring in accordance with VOSHA 29 CFR 1926.1101.
- e. The Contractor shall utilize respiratory protection in accordance with VOSHA 29 CFR 1926.1101 and VOSHA 29 CFR 1910.134.
- f. All power sources in the work areas shall be shut down and locked out prior to the commencement of abatement. Water, electric power, lighting and other utilities, and toilets and other facilities shall be provided by the Owner from existing sources where the Contractor's use is not excessive and does not interfere with the building's normal use. Where existing utilities or facilities are not adequate or cannot be used, the Contractor is responsible for providing alternative sources, the cost of which is to be included in the bid price. The use of the facility's utilities shall be coordinated through the Owner.
- g. The Owner will be responsible for moving objects/furniture within the work area prior to abatement activities.
- h. Work practices shall be conducted pursuant to the Vermont Regulations for Asbestos Control (VRAC) and AHERA 40 CFR Part 763 and this Work Plan. Any alternative procedures shall be approved by the IH and the Owner and will be written and presented for approval to the Vermont Department of Health by the IH.
- i. The entire indoor and outdoor space of the facility where the project occurs is a non-smoking area. Individuals shall not smoke on facility grounds.

## **Base Bid Work Area:**

### **Specific Asbestos Abatement Work Procedures Full Procedures:**

Involves the removal of caulk (Trace asbestos) around air vents and the non-ACM roof membrane, and non-ACM roof insulation and the asbestos containing transite roof deck via Section 6.0 VRAC work procedures. The entire interior ceiling of the building below where work is being conducted will be sealed with 2 layers of 6 mil poly by the abatement contractor and this poly will remain in place until the new roof has been installed and will be removed by the roofing contractor when complete. The interior of building in the hallway where work area begins will also be sealed off from the remaining areas of the school by the abatement contractor. A remote decontamination chamber shall be constructed adjacent to the work area. Critical barriers will be installed in place in the interior and exterior of the work area. Any roof penetrations, air vents, openings to the interior of the building in the surrounding area will be sealed with critical barriers. Work area boundaries and safety precautions will then be established on the exterior roof work area. A weather proof poly enclosure/barrier will be installed over the roof work area and will be left in place after abatement is complete to be removed and disposed of by the roofing contractor. The abatement contractor will be responsible for all ladders/staging or mechanical lifts required to complete the work. The selected abatement contractor will then remove the Trace (<1%) vent caulk and dispose of as asbestos waste. The abatement contractor will then remove the non-asbestos containing roofing materials (membrane and foam insulation) without any disturbance of the asbestos containing transite roof deck below from the building. All non-asbestos containing materials will be removed and may be disposed of as non-asbestos waste. The abatement contractor will be responsible for installation of and weatherization means throughout this project. Once the transite deck is exposed the abatement contractor will remove the transite from the exterior on the roof of the building in sections as large as technically feasible. Wet methods and HEPA vacuuming will be used and visual dust and debris will be minimized. No mechanical means will be utilized. The abatement contractor will be responsible for providing plywood or other means to work and walk on as the transite is removed from the roof. Windy weather conditions must be taken into consideration when this work is being conducted. Transite must be carefully lowered or transported via a chute or other means to the ground to sealed dumpster or truck. Work set up and removal shall then continue in accordance with VRAC 6.0, VOSHA and AHERA regulations and this work plan. ATC will perform a visual inspection of the removal area at the completion and a precautionary air sampling will be conducted in the school in the area below the roof removal.

- j. Negative pressure ventilation shall be maintained within each work area at the rate of 4 air changes per hour using HEPA filtered exhaust units. Negative air exhausts shall be exhausted to the outside of the facility where applicable.
- k. Removal procedures shall be conducted in full accordance with VRAC Section 2.4., 6.0, VOSHA and AHERA 40 CFR where applicable.

- l. At the completion of asbestos abatement procedures the Contractor and the IH shall perform visual inspections in all work areas to ensure that they are free of all visual debris and work has been performed per this Work Plan.
- m. The interior portion under the work area will be subjected to air monitoring by Phase Contrast Microscopy (PCM) Analysis or Transmission Electron Microscopy (TEM) depending on the quantity of ACM abated and the first round will be performed by ATC at the owner's expense. Areas that are subjected to clearance air monitoring will be performed by ATC and air sampling will be in accordance with VRAC and AHERA 40 CFR Part 763 requirements. Turnaround times for TEM samples will be twelve (12) hours from receipt at the laboratory. **The first round of visual inspections and air sampling in each work area shall be the responsibility of the owner. Additional sampling rounds will be at the expense of the abatement contractor.**
- n. All containers (e.g. bags, drums) shall be labeled so that labels have the appearance of or are constructed in accordance with VOSHA 29 CFR 1910.58, USEPA 40 CFR 61, and USDOT 49 CFR, Motor Carrier Safety Regulations.
- o. Disposal of asbestos waste shall occur by the Contractor in a manner that is in accordance with the Vermont Agency of Natural Resources requirement of 10 VSA, Chapter 159, Waste Management and USEPA 40 CFR 61.
- p. Disposal shall occur at a location approved for handling asbestos waste by the Vermont Agency of Natural Resources or other designated agency having jurisdiction over solid waste disposal. Further information regarding disposal sites in Vermont can be obtained by contacting Solid Waste Management Division, Department of Environmental Conservation, Agency of Natural Resources, Montpelier, Vermont.
- q. The Contractor shall complete a straight bill of lading or other shipping and disposal documentation, which shall be signed by the Contractor, transporter, and landfill. Copies of this shall be submitted to the Vermont Agency of Transportation, the Vermont Department of Health, the Environmental Protection Agency and the Owner within 30 days of project completion.



BID FORM

PROJECT IDENTIFICATION:

**Hinesburg Community School  
10888 Rte 116  
Hinesburg, VT 05461**

**Lower front portion of roof of the 1952 wing**

THIS BID IS SUBMITTED TO:

**Mr. Tim Peet  
Hinesburg Community School  
10888 Route 116  
Hinesburg, Vermont 05461**

The undersigned BIDDER proposes and agrees, if the Bid is accepted, to enter into an agreement with OWNER to perform and furnish all Work as specified or indicated in the Work Plan for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

2. BIDDER accepts all of the terms and conditions of the Invitation to Bid and Work Plan. BIDDER promises and agrees that this Bid will remain subject to acceptance for thirty days after the day of Bid opening. BIDDER will sign and submit the Agreement with the documents required by the Bidding Requirements within ten days after the date of OWNER's Notice of Award.

3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:

(a) BIDDER has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Date Revised:	Addenda Number:
_____	_____
_____	_____

(b) BIDDER has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and

laws and regulations that in any manner may affect cost, progress, performance or furnishing of the work.

- (c) BIDDER has studied carefully all reports and drawings of physical conditions included with this Work Plan, and accepts that all measurements and technical data included herein is INDUSTRIAL HYGENIST'S estimates and BIDDER has made such investigations of his own as necessary and has based his bid on those investigations.
- (d) BIDDER has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests and studies (in addition to or which pertain to the physical conditions at the site or otherwise may affect the cost, progress, performance or furnishing of the Work) as BIDDER considers necessary for the performance or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, and no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by BIDDER for such purposes.
- (e) BIDDER has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.
- (f) BIDDER has given INDUSTRIAL HYGENIST written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by INDUSTRIAL HYGENIST is acceptable to BIDDER.
- (g) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham bid;

BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other bidder or over OWNER.

4. BIDDER agrees to complete the work described in the Work Plan for the following price:

**BASE BID**

Removal of all materials in each Phase Listed below and as identified in the work plan. Fill in Lump Sum Bid Amount in Table below.

<u>Location</u>	<u>Description</u>	<u>Approximate Quantity</u> (To be verified in by Contractor)	<u>Contract Time (Start and End date)</u> (To be filled in by Contractor)
<i>Roof and Roof Deck (1952 wing lower front portion)</i>			
	Non-ACM Membrane and insulation	1024 Square feet	
	Trace (<1%) Caulk	1 Square foot	
	Transite Roof Deck	1024 Square feet	

**Total Lump Sum Bid:** \_\_\_\_\_

5. BIDDER agrees that the work shall be completed in the specified number of working days from the date of the Notice to Proceed, and Bidder accepts the provisions of this agreement as to liquidated damages in the event of failure to complete the Work on time. The Contractor shall pay the owner \_\_\_\_\_ for each day that expires after the time specified in this work plan for each phase of the project for the completion of the project. The contractor shall also be responsible for the payment of all Industrial Hygienist and air monitoring costs, which occur after the project completion date.

6. The following documents are attached to and made a condition of the Bid:

Bidder qualifications and other requirements as presented in the Work Plan.

7. Communications regarding this bid shall be addressed to the address of the bidder indicated below:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_

8. The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions.

SUBMITTED ON \_\_\_\_\_ 20\_\_.

A Corporation

By \_\_\_\_\_

(Corporation Name)

\_\_\_\_\_

(State of Incorporation)

By \_\_\_\_\_

(Authorized Signature)

\_\_\_\_\_

(Title)

(Corporate Seal)

Attest \_\_\_\_\_

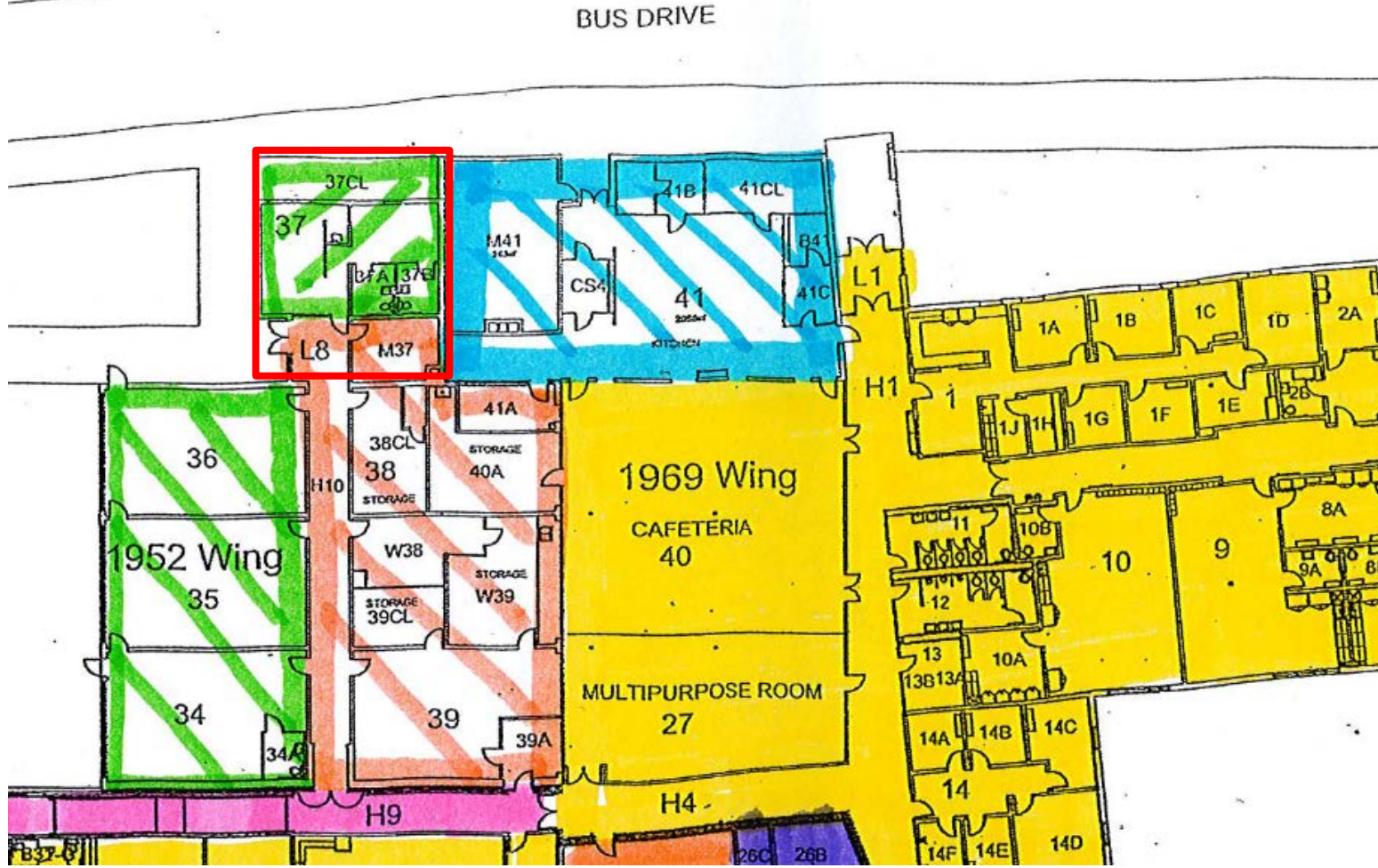
(Secretary)

Business Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

END OF BID FORM



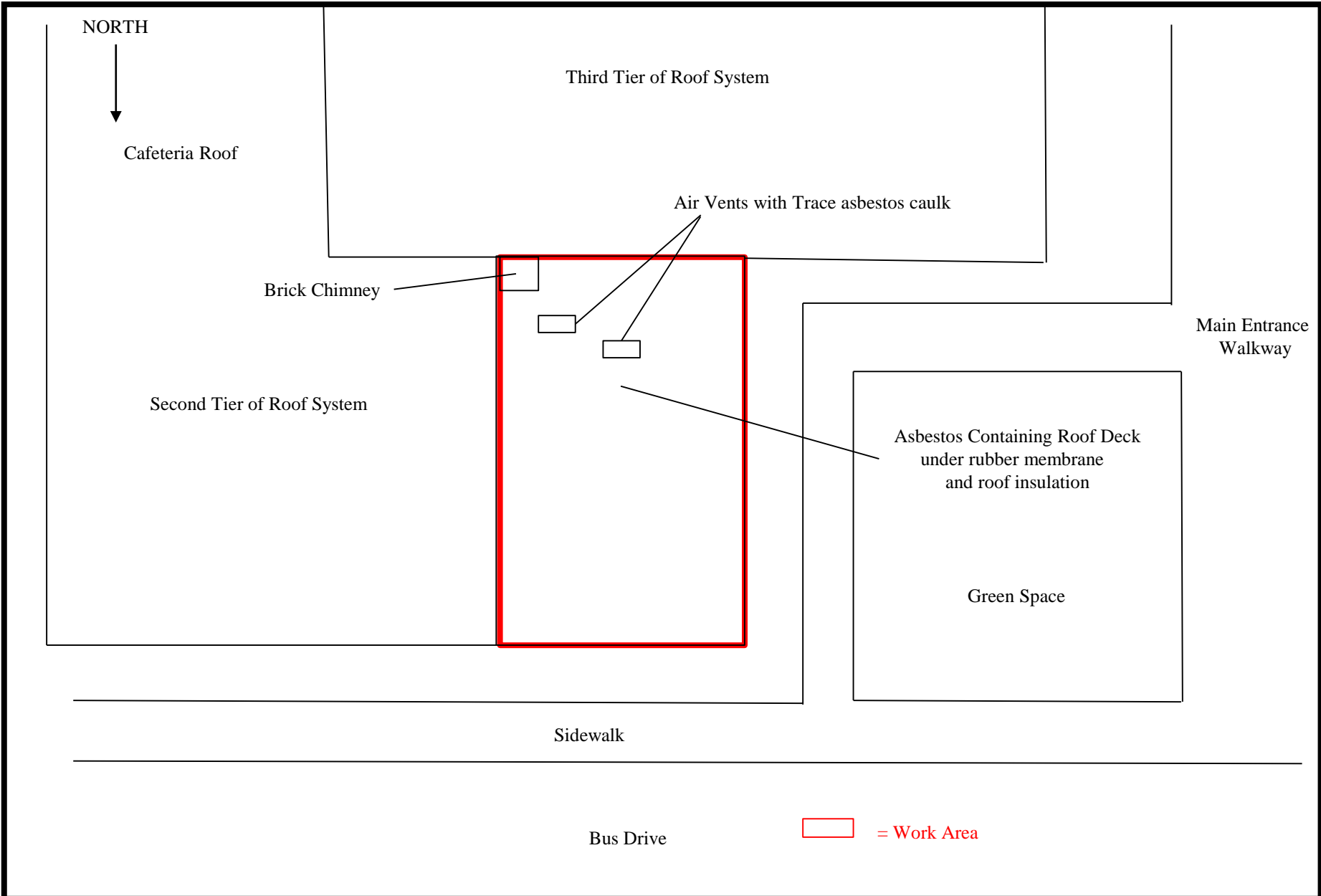
= Work Area

### Asbestos Abatement Location Diagram

Address: Hinesburg Community School  
 10888 Rte 116  
 Hinesburg, Vermont  
 Project Number: 280BS01312



171 Commerce St. Williston, Vermont 05495  
 Phone: (802) 862-1980 Fax: (802) 862-1405



**ABATEMENT WORK AREA LOCATION DIAGRAM**

**Address: Hinesburg Community School  
 10888 VT-116  
 Hinesburg, Vermont  
 Project Number: 280BS01312**



**171 Commerce St. Williston, Vermont 05495  
 Phone:(802) 862-1980 Fax: (802) 862-1405**



NORTH



Area to be abated



**ABATEMENT WORK AREA LOCATION DIAGRAM**

**Address: Hinesburg Community School**

**10888 VT-116**

**Hinesburg, Vermont**

**Project Number: 280BS01312**



ENVIRONMENTAL • GEOTECHNICAL  
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