

OFFICIAL NOTICE
PUBLISHED BY THE DEPARTMENT OF NEIGHBORHOOD SERVICES
OF THE CITY OF MILWAUKEE

REQUEST FOR PROPOSALS FOR REMOVAL OF ASBESTOS CONTAINING, HAZARDOUS OR OTHER REGULATED MATERIALS PRIOR TO DEMOLITION or DECONSTRUCTION OF THE STRUCTURES

THE COMMISSIONER OF THE DEPARTMENT OF NEIGHBORHOOD SERVICES OF THE CITY OF MILWAUKEE will receive sealed proposals for performing all work necessary for and incidental to the removal of regulated Asbestos Containing material within designated buildings prior to demolition or deconstruction until **9:00 a.m. on FRIDAY, FEBRUARY 1, 2019**. Any proposals received after that time may be rejected and returned unopened. Names of those submitting proposals along with the name of the contractor selected will be made available to the public.

Award will be made to the most qualified, responsive and responsible contractor as outlined in the Request for Proposals.

All proposals shall be held open for a period of 60 days subsequent to the opening of proposals and no proposal may be withdrawn without the written consent of the Commissioner. **IN THE EVENT THE COMMISSIONER DURING THE SIXTY DAYS FOLLOWING PROPOSAL OPENING, TAKES NO ACTION RELATIVE TO THE PROPOSAL OR PROPOSALS RECEIVED, THEN THE PROPOSAL OR PROPOSALS SHALL BECOME NULL AND VOID WITHOUT RECOURSE OF ANY KIND BY EITHER THE CONTRACTOR OR COMMISSIONER, ACTING ON BEHALF OF THE CITY.**

REQUEST FOR PROPOSAL DOCUMENTS MAY BE OBTAINED ON-LINE AT
<http://city.milwaukee.gov/Demobids>

(FREE OF CHARGE)

PRINTED COPIES MAY BE PURCHASED IN PERSON AT THE DEPARTMENT OF NEIGHBORHOOD SERVICES AT THE ADDRESS SHOWN BELOW. THE COST IS \$.20 PER PAGE.

The Commissioner reserves the right to reject any and all proposals at any time, if it is in the best interests of the City, and to waive any informalities in the proposals.

ATTENTION IS CALLED TO THE FACT THAT:

- (a) Successful proposer will be required to complete an affidavit of Compliance/Disclosure of Participation in or Profits Derived from Slavery by Contractors before contract can be executed;
- (b) If this proposal has subcontractor requirements, the prime contractor must pay subcontractor(s) within seven working days of the receipt of payment from the city of Milwaukee, or seven days from receipt of a properly submitted and approved invoice from the subcontractor, whichever is later. If the contractor fails to make timely payment to a subcontractor, the contractor shall pay interest at the rate

of one 12 percent per year, compounded monthly, beginning with the 8th calendar day. Reference Common Council File No. 101137 adopted January 2011; Contractor understands and agrees that they must achieve a Small Business Enterprise (SBE) firm/s participation goal of **25.0%**. Contractors are encouraged to review Chapter 370 of the Milwaukee Code of Ordinances in its entirety. For a complete listing of City of Milwaukee certified SBE firms, please contact the Office of Small Business Development at 414-286-5553. More information can be found at: www.milwaukee.gov/osbd ;

(c) Work contracted through this proposal will require that a minimum of **40%** of the WORKER HOURS be performed by UNEMPLOYED OR UNDEREMPLOYED RESIDENTS of the City of Milwaukee per the provisions of section 309-41 of the Milwaukee Code of Ordinances;

(d) This RFP also includes Socially-Responsible Contractors (SRC) incentive in accordance with Chapter 310 Milwaukee Code of Ordinances. More information can be found at <https://city.milwaukee.gov/Purchasing/Programs/Socially-Responsible-Contractors-SRC-Program>.

(e) Contractor agrees to not discriminate against any qualified employee or qualified applicant for employment because of sex, race, religion, color, national origin or ancestry, age, disability, lawful source of income, marital status, sexual orientation, gender identity or expression, past or present membership in the military service, familial status, or based upon affiliation with, or perceived affiliation with any of these protected categories, and Contractor also agrees to include a similar provision in all subcontracts;

(f) Contractor must agree that they will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. ss. 12101 et seq.;

(g) Contractor is to understand that the City is bound by the Wisconsin Public Records Law, and as such, all of the terms of this Agreement are subject to and conditioned on the provisions of Wis. Stat. 19.21, et seq. Contractor acknowledges that it is obligated to assist the City in retaining and producing records(including those of any Subcontractor) that are subject to Wisconsin Public Records Law, and that the failure to do so shall constitute a material breach of this Agreement, and that the Contractor must defend and hold the City harmless from liability under that law. Except as otherwise authorized, those records shall be maintained for a period of seven years after receipt of final payment under this Agreement.

Anyone who requires an auxiliary aid or service for this event should contact the City of Milwaukee ADA Coordinator @ (414) 286-3475 or ADACoordinator@milwaukee.gov as soon as possible but *no later than 72 hours before the scheduled event.*

This material is available in alternative formats for individuals with disabilities upon request. Please contact the City of Milwaukee ADA Coordinator @ (414) 286-3475 or ADACoordinator@milwaukee.gov. Provide a 72 hour advance notice for large print and 7 days for braille documents.

| | |
|--|---|
|  Braille | Alternative formats are available upon request for individuals with disabilities. |
|  Large Print | Contact the City of Milwaukee ADA Coordinator at (414) 286-3475 or ADACoordinator@milwaukee.gov . |

DEPARTMENT OF NEIGHBORHOOD SERVICES OF THE CITY OF MILWAUKEE

841 NORTH BROADWAY, ROOM 105

MILWAUKEE, WISCONSIN 53202-3650

December 20, 2018

December 21, 2018

**CITY OF MILWAUKEE
DEPARTMENT OF NEIGHBORHOOD SERVICES
REQUEST FOR PROPOSALS**

**PRE-DEMOLITION/DECONSTRUCTION REMOVAL OF
ASBESTOS-CONTAINING (ACM) OR OTHER HAZARDOUS
MATERIALS**

DUE 9:00 A.M. ON FRIDAY, FEBRUARY 1, 2019

**CITY OF MILWAUKEE
DEPARTMENT OF NEIGHBORHOOD SERVICES
REQUEST FOR PROPOSALS**

DESCRIPTION OF WORK

The City of Milwaukee Department of Neighborhood Services contracts for the razing and removal of various types of buildings. In 2019, DNS plans to refer approximately 100 properties to contractors or the department of public works for demolition and deconstruction. Prior to demolition or deconstruction of the structures, DNS will contract for the abatement of all regulated asbestos and/or other hazardous materials including but not limited to universal wastes requiring special removal techniques that may be present in each building.

Proposals are being solicited from qualified firms to perform the abatement as required for each property. The abatement will entail removal of suspect material on both the interior and exterior of each property for asbestos, solid hazardous wastes, stored hazardous materials, and universal waste as identified by a pre-demolition inspection provided by the city of Milwaukee.

The abatement contractor will be responsible for supplying the City of Milwaukee and its designee with a written report indicating compliance with DNR procedures for asbestos notification and abatement as regulated by DNR form 4500-113 and verification of removal and proper disposal of any regulated hazardous materials found on the property. Lead abatement is not part of this contract.

The department must receive disposal manifest and other documentation supporting the proper abatement and disposal of ACM impacted areas as well as documentation supporting proper removal of other hazardous materials each in a separate type-written or electronically submitted report.

The successful proposer will be awarded a 12-month contract. The contract may be extended for three additional 12-month periods at the option of the Department. If the contract should be renewed after its initial one-year term, the rate of payment shall be increased effective the first day on any such renewal term in the ratio that the Milwaukee Consumer Price Index has changed from the initial date of the contract or from the date of the last rate adjustment.

SELECTION CRITERIA

Before a firm will be awarded a contract, the firm must have supplied to the City of Milwaukee Department of Neighborhood Services the firm's resume with business references and an outline of the training and qualifications of the personnel who will be performing the abatement and proof of insurance as outlined in this Request for Proposals.

All proposals shall include information about your firm's capabilities and past experiences, particularly relative to the type being undertaken in this project. All proposals shall include a sample of an asbestos notification and disposal manifest for work previously performed. Persons conducting asbestos abatement must be certified by the Wisconsin Department of Health Services. Proof of certifications must be included in the proposal. Any other information which will demonstrate abilities to perform the required services should also be included.

A contract, if awarded, will be awarded to the successful proposer based on cost of services, training and experience and the ability to meet the City's needs.

Proposals will be evaluated using the following percentages:

| | |
|--|------------|
| Cost of services | 35% |
| Experience of firm for providing services of similar size and scope. | 25% |
| Ability to meet City needs. (estimated time for performance, number of abatements performed per week and a sample of invoice) | 35% |
| Ability to meet City of Milwaukee Local Business Enterprise Requirements | 5% |

REQUIREMENTS AND CONDITIONS

A. GENERAL

The asbestos abatement and removal of other hazardous and non-regulated material work performed under this contract shall consist of the identification, measuring, quantifying, testing and estimating the cost of removal of RACM, Category I and Category II non-friable asbestos containing materials.

The hazardous material abatement performed under this contract shall consist of the removal of any hazardous materials on the site to include location, quantity, type and required disposal documentation. Besides asbestos, hazardous materials/universal waste may include but not be limited to:

- ◆ CFC's (chlorofluorocarbons)
- ◆ HCFC's (hydrochlorofluorocarbons)
- ◆ Mercury
- ◆ PCB's (polychlorinated biphenyls)
- ◆ Batteries
- ◆ Oil, petroleum based products
- ◆ Tires
- ◆ Tanks (filled of unfilled)
- ◆ Paints

Contractor shall be required to remove, abate and properly dispose of all materials identified in the asbestos inspection report and other materials discovered during demolition.

On request, contractor must be able to assist DNS/DPW contractors in abatement of possible additional asbestos containing materials or other hazardous materials when discovered during the demolition process.

B. SCOPE OF WORK

Successful Proposer (contractor) will be given a copy of the pre-demolition/deconstruction inspection report and be required to inspect each referred property and return a cost of project summary within 3 business days to the Department of Neighborhood Services. During the pre-abatement inspection, contractor will be responsible for determining and verifying the materials listed in the pre-demolition inspection report as well as determining the presence of reasonably assumed materials such as pipe or duct runs in walls or ceiling areas.

Contractor must note the presence, type and quantity of any additional or discovered materials in the Cost of Project Summary sheet for each parcel.

Parcels will be referred to contractor for abatement by the Department after review and approval of Contractor's Cost of Project Summary. **Project prices will be final and binding based on Contractor's Cost of Project summary.**

Contractor will be required to file DNR Permit 4500 within 2 business days of written referral for abatement from the City for each parcel, listing City of Milwaukee, Department of City Development as owner of property. Cost of filing must be included in Contractor's Cost of Project for each parcel.

Contractor will be required to obtain an abatement permit from the Department of Neighborhood Services prior to commencing abatement for each parcel. **Cost of permit must be included in Contractor's Cost of Project for each regulated parcel.**

Contractor will be required to commence and complete abatement activities and deliver a written report, which must include a copy of the DNR permit 4500, of abatement activities to the Department within the time specified by Proposer in the Cost of Services section of this request for proposals.

All abatement activities must be performed in strict accordance with local, state and federal regulations.

Contractor will be responsible at its own cost for properly re-securing all openings where abatement activity causes the removal of doors, windows, wall panels or components thereof.

Liquidated damages of \$100 per day may be assessed in cases where Contractor fails to meet abatement turnaround time as provided in proposal documents and/or fails to return a cost of project summary within 3 business days.

Contractor understands that payments will not be processed until all complete and accurate supporting documentation for each billed parcel is submitted and approved. Contractor is responsible for supplying complete and accurate SBE program documentation, wage reports, abatement reports, disposal manifests, copies of all permits including written DNR notification. A written notice of dispute will be sent to the contractor outlining areas of deficiency when documentation is found to be missing or insufficient.

C. Small Business Enterprise (SBE) Provisions

The Small Business Enterprise (SBE) requirement for this project is 25% of the contract base proposal. **For a complete listing of City of Milwaukee certified SBE firms, please contact the Office of Small Business Development at 414-286-5553. More information can be found at www.milwaukee.gov/osbd .**

D. Resident Preference Program Provisions

Work contracted through this Request for Proposals will require that a minimum of 40% of the total WORKER HOURS be performed by UNEMPLOYED OR UNDEREMPLOYED RESIDENTS of the City of Milwaukee per the provisions of section 309-41 of the Milwaukee Code of Ordinances.

E. Socially-Responsible Contractor

This proposal includes Socially-Responsible Contractor incentive per Chapter 310 of the Milwaukee Code of Ordinances. See attached SRC Provisions and affidavit.

F. Payment Monitoring Requirements

All Contractors awarded a contract valued at \$25,000.00 or more are required to participate in training on the City of Milwaukee's contract compliance software. Contractors must complete the training no later than 30 days after the date of contract award. Throughout the contract term, Contractors are required to regularly provide timely payment information in the City's contract compliance software. Please contact the Office of Small Business Development (OSBD) at 414-286-5553 should you have any questions or concerns regarding the training process.

G. Local Business Enterprise

This request includes a Local Business Enterprise (LBE) incentive in accordance with Chapter 365 Milwaukee Code of Ordinance.

H. Insurance

A. General Requirements

A certificate of insurance acceptable to City evidencing the insurance requirement is to be provided to the Commissioner. Certification shall state that the insurance policies issued to the Contractor meet the requirements as outlined below. All certificates are to be provided prior to final execution of this Contract. If the Contractor does not comply with this provision of the Contract, the City of Milwaukee has the authority to declare this Contract terminated.

The City, as an additional insured, shall be provided with at least 30 days written notice of cancellation, non-renewal or material limitation of coverage of any and all insurance policies required by this contract for any reason, including non-payment of premium. This should be accomplished through the addition of an endorsement to the policy/ies providing Earlier Notice of Cancellation or Non-Renewal. Such endorsement must contain the following stipulation:

We will mail notice of cancellation (including for nonpayment of premium), non-renewal or material limitation of coverage to the organization shown in the schedule above. We will mail the notice at least 30 days before the effective date of our action.

Insurance companies must be acceptable to City and must have a current A.M. Best rating of A- VIII or better.

All policies shall be written on an occurrence form.

If subcontractors are used, each must meet all of the requirements herein.

B. The minimum insurance requirements are as follows:

(1) Worker's Compensation and Employer's Liability

| Worker's Compensation | Statutory Coverage |
|---------------------------|-------------------------|
| Bodily Injury by Accident | \$100,000 each accident |
| Bodily Injury by Disease | \$500,000 policy limit |
| Bodily Injury by Disease | \$100,000 each employee |

Employer's Liability at limits noted above or higher limits if needed to meet

Umbrella underlying insurance requirements.

Coverage shall be modified to include a Waiver of subrogation Endorsement in favor of City including its directors, officers, agents, employees and volunteers.

(2) Commercial General Liability

| | |
|---|-----------------------------|
| Commercial General Liability | \$1,000,000 each occurrence |
| General Aggregate | \$2,000,000 aggregate |
| Personal & Advertising Injury Limit | \$1,000,000 each occurrence |
| Products - Completed Operations Aggregate | \$2,000,000 aggregate |
| Medical Expense | \$ 5,000 each person |

Coverage must be equivalent to ISO form CG0001 or better.

The City of Milwaukee shall be added as an additional insured using ISO form CG2026 or its equivalent.

Coverage shall be modified to include a Waiver of Subrogation Endorsement in favor of City including its directors, officers, agents, employees and volunteers.

The policy shall include independent contractors (owners/contractors protective) and contractual liability.

Coverage will apply on a primary and non-contributory basis. We suggest the following wording:

"If you have agreed in a written contract that this policy will be primary and without right of contribution from any insurance in force for an Additional Insured for liability arising out of your operations, and the contract was executed prior to the bodily injury, property damage, personal injury or advertising injury, then this insurance will be primary over, and we will not seek contribution from, such insurance."

Coverage shall apply to the risks associated with or arising out of the services provided under this contract, including but not limited to asbestos abatement, lead abatement and air, ground or water pollution.

(3) Auto Liability

| | |
|----------------------------------|---------------------------|
| Combined Single Limit | \$1,000,000 each accident |
| Uninsured/Underinsured Motorists | \$1,000,000 each accident |
| Medical Expense | \$ 5,000 each person |

Coverage shall be modified to include a Waiver of Subrogation Endorsement in favor of City including its directors, officers, agents, employees and volunteers.

If the Contractor owns or leases any vehicles, coverage must be for Any Auto (Symbol 1). If there are no owned or leased vehicles then coverage must be for Hired and Non-Owned Autos (Symbols 8 and 9).

Coverage shall include contractual liability for risks assumed in this contract.

| | | |
|-----|-----------------------------|----------------------------|
| (4) | Umbrella (Excess) Liability | \$5,000,000 per occurrence |
| | Umbrella (excess) Liability | \$5,000,000 aggregate |

The Umbrella Liability insurance shall provide coverage excess of the Employer's Liability, Commercial General Liability and Auto Liability Coverages.

C. Worker's Compensation Insurance

The Contractor shall carry or require that there be carried Worker's Compensation insurance for all employees and those of any subcontractors engaged in work at the site, in accordance with State of Wisconsin Worker's Compensation Laws, Chapter 102, Stats.

D. Proof of Coverage

Before a contract will be awarded to it, the Contractor shall submit evidence of the insurance coverage required above to the Commissioner for review and approval. The policies shall be scheduled on approved forms, and approved as to form and execution by the City Attorney's Office. New policies from other companies shall be provided in place of those disapproved. Such insurance shall be carried with financially responsible insurance companies, licensed in the State and approved by the City Attorney, and shall be kept in force until the Contractor's work is accepted by the Commissioner. Contracts of insurance (covering all operations under this contract) which expire before the completion of all work to be performed under this contract shall be renewed and extended at least up through and including the date of such completion and evidence submitted to the Commissioner for approval.

E. Additional Requirements

The Contractor's policies of insurance, except for Worker's Compensation, shall specifically name the City of Milwaukee as an additional insured.

The said insurance carrier shall be authorized to sell insurance in the State of Wisconsin and shall submit its agent's license with the certificate. Such

certificate of insurance shall also have affixed thereto an affidavit setting forth that no officer, official or employee of the City has any interest, directly or indirectly, in any premium, commission or fee, or furnishing of such certificate of insurance.

Any insurance provision listed herein requiring a change in the types or amounts of coverages previously required of contractors shall become effective on the next policy renewal date for all existing policies in effect on the date the contract is entered into.

F. Indemnification

The Contractor shall indemnify, defend and hold harmless the City of Milwaukee, its officers, employees, and agents, against all liability for damages occasioned by the digging up, use or occupancy of the street, alley, highway, public grounds, and private grounds, or which may result therefrom, or which may result in any way from the negligence or carelessness of the Contractor or the Contractor's agents, employees, or workers, by reason of the elements, unforeseen or unusual difficulties, obstructions, or obstacles encountered in the prosecution of the work. Further, the Contractor shall indemnify and hold the city harmless for all claims and liabilities, actions, causes of action, and liens for materials furnished or labor performed in the execution of the work and from all costs, charges, and expenses incurred in defending such suits or actions and from and against all claims and liabilities for injury or damage to persons or property emanating from the acts, errors, omissions and negligence of the Contractor, including but not limited to defective or careless work methods.

H. CONFLICT OF INTEREST

By submitting a proposal, the proposer agrees that neither the proposer, nor any officer, partner, agent or employee of the proposer, shall have any affiliation with, or financial interest in, a company performing demolition services for the City, a company performing asbestos inspection activity for the city, a company performing asbestos abatement activities or removal of hazardous materials in conjunction with demolition services for the City. This includes, but is not limited to, asbestos abatement, lead abatement, tank assessment or removal, waste tire hauling and disposal.

I. COLLUSIVE AGREEMENTS

Each contractor must execute and include with the proposal an affidavit in the form provided to the effect that contractor has not colluded with any other person, firm or corporation in regard to any proposal submitted.

J. EQUAL EMPLOYMENT OPPORTUNITY

Contractor agrees to not discriminate against any qualified employee or qualified applicant for employment because of sex, race, religion, color, national origin or ancestry, age, disability, lawful source of income, marital status, sexual orientation, gender identity or expression, past or present membership in the military service, familial status, or based upon affiliation with, or perceived affiliation with any of these protected categories, and Contractor also agrees to include a similar provision in all subcontracts. Contractor must agree that they will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. ss. 12101 et seq.

K. PROMPT PAYMENT

It is the City's policy to pay all invoices within 30 days. If the City does not make payment within 45 days after receipt of properly completed supporting payment and other required contract documentation, the City shall pay simple interest beginning with the 31st calendar day at the rate of one percent per month (unless the amount due is subject to a good-faith dispute and, before the 45th day of receipt, notice of the dispute is sent to the contractor by first-class mail, personally delivered, or sent in accordance with the notice provisions in the contract). If there are subcontractors, consistent with s.66.0135(3), Wis. Stats., the prime contractor must pay the subcontractors for satisfactory work within seven days of the contractor's receipt of payment from the City of Milwaukee, or seven days from receipt of a properly submitted and approved invoice from the subcontractor, whichever is later. If the contractor fails to make timely payment to a subcontractor, the contractor shall pay interest at the rate of 12 percent per year, compounded monthly, beginning with the 8th calendar day. Reference Common Council File No. 101137 adopted January 2011.

L. PUBLIC RECORDS LAW

Both parties understand that the City is bound by the Wisconsin Public Records Law, and such, all of the terms of this Agreement are subject to and conditioned on the provisions of Wis. Stat. Ss 19.21, *et seq.* Contractor acknowledges that it is obligated to assist the City in retaining and producing records that are subject to Wisconsin Public Records Law, and that the failure to do so shall constitute a material breach of this Agreement, and that the Contractor must defend and hold the City harmless from liability under that law. Except as otherwise authorized, those records shall be maintained for a period of seven years after the receipt of final payment under this Agreement.

COMPANY NAME: _____

DATE: _____

PROPOSAL DOCUMENTS

ALL PROPOSALS MUST BE SUBMITTED USING THESE FORMS:

FIELD EXERCISE

PROPOSERS MUST USE THE ATTACHED ASBESTOS INSPECTION REPORTS TO COMPLETE A COST OF PROJECT SUMMARY FOR EACH PROPERTY. PLEASE NOTE THAT EACH REPORT CONTAINS A SHEET DEPICTING ADDITIONAL MATERIALS FOUND IN WALL AND CEILING SPACES AND THAT INFORMATION IS TO SUPPLEMENT THE INSPECTION REPORT AND SUBSTITUTES AN ACTUAL SITE VISIT/EVALUATION FOR THIS EXERCISE.

COST OF SERVICES

TOTAL LABOR AND MATERIALS CHARGE TO PERFORM INITIAL INSPECTION AND DELIVER COST OF PROJECT SUMMARY TO CITY WHERE ADDITIONAL SERVICES ON A PARCEL ARE NOT REQUESTED:

TOTAL TRIP CHARGE COST TO VISIT ABATED PARCEL DURING DEMOLITION TO ANSWER QUESTIONS AND/OR ADDRESS CONCERNS

PROPOSER MUST COMPLETE THE ATTACHED **UNIT COST OF SERVICES** FORM.

COMPANY NAME: _____

DATE: _____

EXPERIENCE OF FIRM IN PROVIDING SERVICE OF SIMILAR SCOPE AND SIZE

TOTAL NUMBER OF SINGLE-FAMILY, DUPLEX AND SIMILARLY SIZED MIXED-USE PROPERTIES YOUR FIRM HAS CONDUCTED ASBESTOS ABATEMENT AND/OR HAZARDOUS/REGULATED MATERIALS REMOVAL IN DURING 2015-2018. (PLEASE ATTACH A LIST OF ADDRESSES AND INCLUDE BUILDING TYPE)

TOTAL NUMBER OF COMMERCIAL PROPERTIES YOUR FIRM HAS CONDUCTED ASBESTOS ABATEMENT AND/OR HAZARDOUS/REGULATED MATERIALS REMOVAL IN DURING 2015-2018. PLEASE ATTACH A LIST OF ADDRESSES AND INCLUDE BUILDING SIZE AND USE)

PROVIDE A LIST ANY AND ALL OFFICIAL REGULATORY ENFORCEMENT ACTIONS PURSUED AGAINST YOUR BUSINESS FOR ABATEMENT RELATED ACTIVITIES. IF AN ACTION IS CURRENTLY PENDING, LIST THE CASE OR FILE NUMBER. INCLUDE JURISDICTION, TYPE OF ACTION, DATE AND FINAL DISPOSITION. INCLUDE ANY PENDING CIVIL ACTIONS AGAINST YOUR BUSINESS.

COMPANY NAME: _____

DATE: _____

MEETING THE CITY'S NEEDS

TIME NEEDED TO FULLY ABATE PROPERTY AFTER WRITTEN PROCEED NOTICE IS RECEIVED FROM THE DEPARTMENT OF NEIGHBORHOOD SERVICES. ESTIMATE TIME USING THE SUBJECT PROPERTIES OF THE ATTACHED ASBESTOS REPORTS. THIS TURN-AROUND TIME MUST INCLUDE PROPER NOTIFICATIONS, PERMITS, COMPLETION OF ABATEMENT ACTIVITIES AND SUBMITTAL OF ABATEMENT ACTIVITY REPORT TO THE DEPARTMENT.

_____ BUSINESS DAYS

RESPONSE TIME TO JOB SITE WHEN ADDITIONAL ASBESTOS CONTAINING MATERIALS OR OTHER HAZARDOUS/REGULATED MATERIALS ARE DISCOVERED DURING DEMOLITION ACTIVITIES.

_____ HOURS

EXPLAIN IN WRITING HOW YOUR COMPANY WILL RESPOND TO SHORT-NOTICED REQUESTS TO ADDRESS EMERGENCY DEMOLITION NEEDS. ADDRESS TIMELINESS OF RESPONSE AS WELL AS ANY AND ALL UP-CHARGES OR ADDITIONAL EXPENSE TO THE CITY.

COMPANY NAME: _____

DATE: _____

SBE PARTICIPATION GOALS

PROPOSER MUST SUBMIT A SMALL BUSINESS ENTERPRISE **FORM B (AFFIDAVIT OF COMPLIANCE)** WITH THIS PROPOSAL. PROPOSALS LACKING THE **FORM B (AFFIDAVIT OF COMPLIANCE)** WILL BE REJECTED AS INCOMPLETE.

RPP PARTICIPATION GOALS

PROPOSER ACKNOWLEDGES THAT WORK CONTRACTED THROUGH THIS REQUEST FOR PROPOSALS WILL REQUIRE THAT A MINIMUM OF 40% OF THE TOTAL WORKER HOURS BE PERFORMED BY UNEMPLOYED OR UNDEREMPLOYED RESIDENTS OF THE CITY OF MILWAUKEE PER THE PROVISIONS OF SECTION 309-41 OF THE MILWAUKEE CODE OF ORDINANCES.

signature

date

SPECIAL INTERESTS

DOES ANY OFFICER, EMPLOYEE, AGENT, MEMBER OF A GOVERNING BODY OR PUBLIC OFFICIAL OF THE CITY OF MILWAUKEE WHO EXERCISES ANY FUNCTIONS OR RESPONSIBILITIES IN CONNECTION WITH THE REVIEWING, APPROVING OR ADMINISTERING THE CARRYING OUT OF ANY SERVICES OR REQUIREMENTS TO WHICH THIS BID PERTAINS HAVE ANY PERSONAL INTEREST, DIRECT OR INDIRECT, IN THIS BID AND ANY CONTRACT THAT MAY RESULT THEREOF?

NO _____

YES _____ EXPLAIN _____

COMPANY NAME: _____ DATE: _____

SIGNATURE OF PROPOSER: _____

PRINT NAME: _____

COMPANY NAME & MAILING ADDRESS (PLEASE PRINT OR TYPE)

NAME AND PHONE NUMBER OF PRIMARY CONTACT PERSON

NAME AND PHONE NUMBER OF SECONDARY CONTACT PERSON

FAX NUMBER OF CONTRACTOR

E-MAIL ADDRESS OF PRIMARY CONTACT

PROPOSAL INCLUDING NON-COLLUSION AFFIDAVIT MUST BE SUBMITTED IN A SEALED ENVELOPE WITH "RFP DUE FEBRUARY 1, 2019 " WRITTEN ON ENVELOPE TO THE CITY OF MILWAUKEE, DEPARTMENT OF NEIGHBORHOOD SERVICES, ATTENTION: MARGE PIWARON, 841 NORTH BROADWAY, ROOM 105, MILWAUKEE, WISCONSIN 53202 BY FRIDAY, FEBRUARY 1, 2019, AT 9:00 A.M. CENTRAL STANDARD TIME.

COMPANY'S RESUME WITH TRAINING AND EXPERIENCE MUST BE SUBMITTED WITH THE PROPOSAL.

COMPANY NAME : _____

DATE : _____

QUESTIONS MAY BE E-MAILED TO MARGE PIWARON AT mpiwar@milwaukee.gov BEFORE WEDNESDAY, JANUARY 23, 2019, 1:00 P.M. RESPONSES TO ALL QUESTIONS WILL BE SENT BY 1:00 P.M., JANUARY 25, 2019 TO THOSE PROPOSERS WHO SUBMIT AN EMAIL TO mpiwar@milwaukee.gov BEFORE WEDNESDAY, JANUARY 23, 2019, 1:00 P.M. WITH "ASBESTOS ABATEMENT RFP QUESTIONS" IN THE SUBJECT LINE.

CONTRACTOR: _____ DATE: _____

Unit Cost of Services

List cost per unit for all of the items listed below. Prices submitted must reflect proposer’s costs to perform abatement activities in compliance with all local, state and federal requirements and be inclusive of all labor, materials, equipment and disposal costs necessary to complete each item – Proposer is to assume abatement quantities commensurate with single-family and duplex sized buildings when completing this Unit Cost of Services breakdown. These unit costs will be used in negotiating change orders and additions to contracted work where it is deemed necessary by the Commissioner of Neighborhood Services. **Items left blank at time of proposal will be considered services provided to the City at no cost.**

ROOFING

Cost per square foot to abate asbestos containing shingled or rolled roof system. Assume 2 story building with gabled roof system having 3 layers of shingle.

Cost per square foot to abate simple built up roof system.

Cost per square foot of friable asbestos roof flashing.

Cost per square foot of non-friable asbestos roof flashing.

Cost per square foot of transite roofing.

Cost per square foot for asbestos roof underlayment paper or Nicolet white roofing paper.

Cost per square foot for asbestos (parapet) ceramic tiles or shingles.

Cost per square foot for asbestos containing rolled roofing.

Cost per square foot for asbestos roofing paint (grey/silver).

BUILDING EXTERIOR

Cost per square foot to abate transite siding. Assume fully sided 2 story building with gabled roof.

Cost per square foot to abate transite sided gable ends. Assume 2 story building.

CONTRACTOR: _____ DATE: _____

Cost per square foot to abate asbestos containing stucco finish. Assume 2 story building with gabled roof.

Cost per typical sized window opening to abate window glazing compound. Unit cost must include cost to secure opening once glass, sash or frame is removed. Contractor responsible for leaving buildings in a secured state during and after abatement activities.

Cost per square foot of asbestos vapor barriers.

Cost per square foot for asbestos containing brick mortar.

Cost per square foot for galbestos siding.

Cost per square foot for asbestos containing underlayment felt for siding. _____

BUILDING INTERIOR

Cost per square foot to abate asbestos containing vinyl floor tiles **over wood substrate** where mastic does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate vinyl floor tiles **over wood substrate** where mastic contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing vinyl floor tiles **over concrete substrate** where mastic does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate vinyl floor tiles **over concrete substrate** where mastic contains asbestos.

1 layer _____
2 layers _____
3 layers _____

CONTRACTOR: _____ DATE: _____

Cost per square foot to abate asbestos containing asphalt floor tiles **over wood substrate** where mastic does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asphalt floor tiles **over wood substrate** where mastic contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing asphalt floor tiles **over concrete substrate** where mastic does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asphalt floor tiles **over concrete substrate** where mastic contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing vinyl sheet flooring **over wood substrate** where mastic does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate vinyl sheet flooring **over wood substrate** where mastic contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing vinyl sheet flooring **over concrete substrate** where mastic does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

CONTRACTOR: _____ DATE: _____

Cost per square foot to abate vinyl sheet flooring **over concrete substrate** where mastic contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing ceramic tiles over wood substrate where mastic, mortar or grout does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate ceramic tiles over wood substrate where mastic, mortar or grout contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing ceramic tiles over concrete substrate where mastic, mortar or grout does not contain asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate ceramic tiles over concrete substrate where mastic, mortar or grout contains asbestos.

1 layer _____
2 layers _____
3 layers _____

Cost per square foot to abate asbestos containing carpet adhesive over wood substrate.

1 layer of carpet _____

Cost per square foot to abate asbestos containing carpet adhesive over concrete substrate.

1 layer of carpet _____

CONTRACTOR: _____ DATE: _____

Cost per square foot to abate asbestos containing poured flooring system such as light weight concrete, terrazzo, tile wet bedding or poured leveling compounds. Assume 2" thick with non-asbestos containing flooring over surface.

Cost per square foot for asbestos floor underlayment felt or paper _____

1 layer _____

2 layers _____

3 layers _____

Cost per square foot for asbestos containing sub-floor slip sheet. _____

Cost per square foot to abate asbestos containing wall surfacing ("popcorn" ceiling texture) materials where plaster or wallboard/joint finishes do not contain asbestos.

Cost per square foot to abate asbestos containing plaster walls.

Cost per square foot to abate asbestos containing wallboard(drywall, sheetrock, gypboard, rock lath, etc.)/ joint compound walls.

Cost per square foot to abate asbestos containing construction adhesives used to fasten non-asbestos containing wood or other wall paneling to non-asbestos containing plaster or drywall walls.

Cost per square foot to abate asbestos containing plaster ceilings.

Cost per square foot to abate asbestos containing wallboard(drywall, sheetrock, gypboard, rock lath, etc.)/ joint compound ceilings.

Cost per square foot for asbestos containing vinyl wall board or coverings.

Cost per square foot for asbestos containing acoustic plaster or wall coverings.

Cost per square foot of asbestos spackling compounds.

Cost per square foot to abate adhesive applied asbestos containing ceiling tiles where the adhesive/mastic contains asbestos.

CONTRACTOR: _____ DATE: _____

Cost per square foot to abate adhesive applied asbestos containing ceiling tiles where the adhesive/mastic does not contain asbestos.

Cost per square foot to abate asbestos containing mechanically fastened ceiling tiles or ceiling panel system.

Cost per square foot to abate interior asbestos chaulking, glazing, or putties .

Cost per square foot for asbestos containing fire bricks.

Cost per linear foot of asbestos taping compounds.

HVAC, DUCTING, PIPING, & INSULATION

Cost per square foot of interior asbestos containing duct tape.

Cost per square foot of asbestos furnace wrap insulation.

Cost per square foot for asbestos duct tape/paper on HVAC systems.

Cost per square foot for HVAC asbestos duct insulation.

Cost per sq foot for asbestos boiler and tank insulation.

Cost per square foot for asbestos breaching insulation.

Cost per number of asbestos containing flexible connectors in ductwork (air duct seam and vibration cloth).

Cost per linear foot for friable asbestos TSI.

Cost per linear foot of asbestos containing cement pipes.

Cost per number of friable asbestos fittings.

Cost per square foot for friable fire proofing material.

Cost per square foot for spray applied asbestos insulation.

Cost per sq foot for blown in asbestos insulation (vermiculite).

Cost per square foot for asbestos block insulation.

Cost per square foot for asbestos containing paper on fiberglass insulation.

Cost per number of asbestos containing gaskets.

CONTRACTOR: _____ DATE: _____

Cost per number of asbestos containing packing materials (wall/floor penetrations). _____

MISCELLANEOUS ASBESTOS

Cost per number of asbestos fire blankets, fire curtains, and fire hoses. _____

Cost per square foot other asbestos containing construction mastics. _____

Cost per square foot for asbestos containing chalkboards. _____

Cost per number of asbestos containing incandescent light fixture backings. _____

Cost per number of asbestos containing fire doors. _____

Cost per number of asbestos containing electrical panel partitions. _____

Cost per number of asbestos containing spark arrestors, insulators, & conduits. _____

Cost per number of asbestos containing elevator brake shoes. _____

Cost per sq foot of asbestos containing table tops, counters, and lab benches. _____

Cost per square foot of asbestos containing electrical cloth. _____

Cost per linear foot of asbestos containing electrical wiring insulation. _____

Cost per number of asbestos containing sink insulation. _____

MISCELLANEOUS REGULATED MATERIALS

Cost per unit for mercury (temperature, pressure gauges, switches, neon lights, & appliances).

Cost per unit for PCBS (polychlorinated bi-phenols) (transformers, chaulking, capacitors, light ballasts & appliances).

Cost per square foot for yellow lead paint on concrete floors. _____

Cost per square foot for exterior lead paint removal. _____

Cost per square foot for interior lead paint removal. _____

Cost per unit for CFCs (chlorofluorocarbons) and halons removal (appliances, air conditioners, coolers, water fountains etc).

CONTRACTOR: _____ DATE: _____

Cost per self-luminous exit signs (tritium). _____

Cost per computer items (lead, cadmium, chromium, and mercury). _____

Cost per unit for batteries (smoke detectors, emergency lighting systems, elevator control panels, exit signs, security systems and alarms). _____

Cost per unit for tire removal. _____

Cost per gallon or drum for waste oil removal. _____

Cost per gallon or drum for other hazardous material removal. _____

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF _____)
)SS
COUNTY OF _____)

_____, being first duly sworn, deposes and says that:

- (1) S/he is _____ (owner, partner, officer, representative or agent) of _____, the Bidder that has submitted the attached Bid.
- (2) S/he is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid.
- (3) Such bid is genuine and is not a collusive or sham bid.
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has had or will have communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder or to fix the overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Department of Neighborhood Services of the City of Milwaukee or any person interested in the proposed Contract.
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.
- (6) Attached and following this affidavit is a full and complete list of all subcontractors and the class of work to be performed by each, which the Bidder proposes to use.

Title

Subscribed and sworn to before me
This _____ day of _____, 20__

Title

My commission expires:

**City of Milwaukee
Department of Public Works**

Residents Preference Program Provisions

I. General

- A. In accordance with Chapter 309 of the Milwaukee Code of Ordinances, residents preference hiring is required for all construction contracting activities of the Department of Public Works. The ordinance requires that 40% of WORKER HOURS worked on a DPW contract be performed by UNEMPLOYED or UNDEREMPLOYED RESIDENTS of the City, except in special cases where the Commissioner of Public Works determines there is sufficient reason to impose lesser levels of participation. Further, the Commissioner of Public Works may increase the percentage of RESIDENT worker participation to more than 40% on specific contracts. For this contract, bidders are required to show that a minimum % of WORKER HOURS will be performed by UNEMPLOYED or UNDEREMPLOYED RESIDENTS of the City. Up to one-third of required worker hours may be achieved by documenting the use of UNEMPLOYED or UNDEREMPLOYED RESIDENTS on projects undertaken by the contractor where such compliance is not required, or by hiring UNEMPLOYED or UNDEREMPLOYED RESIDENTS on a full-time permanent basis for non-construction job categories connected to the project. Such adjustments must be proposed in an affidavit on a form provided by the department setting forth the facts upon which the request for adjustment is based.
- B. The contractor, prior to commencing work, shall submit an affidavit (Form I) for proof of residency for all employees utilized by the contractor and subcontractors to meet the Residents Preference Program requirements, stating that each employee is either UNEMPLOYED or UNDEREMPLOYED and is a RESIDENT of the City. The contractor shall prepare and submit accurate and timely resident utilization forms and reports to the Department of Public Works. Time Reports shall be submitted within ten (10) days following completion of work, or every three months, whichever comes first. The reports shall identify the name, address, race, gender, work classification, wage rates and hours worked of all employees utilized on the contract by the contractor and all subcontractors. Failure to submit the required forms and reports to the Department of Public Works may result in disqualification of future bids, delay of payments, or other appropriate sanctions. Final contract payments will not be made until the summary of hours worked on the back of the Prime Contractor's Affidavit of Compliance is completed and on file with the Department of Public Works.
- C. During the performance of this contract the Department of Public Works reserves the right to conduct compliance reviews. If the contractor is not in compliance with the specifications, the Commissioner of Public Works will notify the contractor in writing of the corrective action that will bring the contractor into compliance. If the contractor fails or refuses to take corrective action as directed, or if the contractor, prime or sub, submits any documents which contain any false, misleading, or fraudulent information, or if the contractor or subcontractor fail to comply with this ordinance, the Department of Public Works may take one or more of the actions listed below.
1. Withhold payments on the contract.
 2. Terminate or cancel the contract, in whole or in part.
 3. Consider possible debarment of the contractor from bidding for a period of up to two years.
 4. Any other remedy available to the City at law or in equity.

- D. The penalty for any person, firm, or corporation knowingly engaging in fraud, misrepresentation, or in any attempt directly or indirectly, to evade the provisions of this ordinance by providing false, misleading, or fraudulent information shall, upon conviction, forfeit not less than \$1,000 or more than \$5,000 together with the costs of prosecution and, upon default of payment, shall be imprisoned in the county jail or house of correction not to exceed 90 days, or until the forfeiture costs are paid.

II. Definitions

- A. RESIDENT – A person who maintains his or her place of permanent abode in the City of Milwaukee. Domiciliary intent is required to establish that a person is maintaining his or her place of permanent abode in the City. Mere ownership of real property is not sufficient to establish domiciliary intent. Evidence of domiciliary intent includes, without limitations, the location where a person votes, pays personal income taxes, or obtains a driver's license.
- B. UNEMPLOYED or UNDEREMPLOYED – a RESIDENT that has worked less than 1,200 hours in the preceding 12 months or has not worked in the preceding 30 days or, regardless of employment status, has household income at or below the federal poverty guidelines as adjusted by the Wisconsin Department of Public Instruction to define eligibility for reduced lunch in public schools. A RESIDENT will continue to qualify as unemployed or underemployed for five (5) years from the date he or she first participates in a contract under Chapter 309. If a RESIDENT becomes an apprentice for a contractor or becomes a participant in an on-the-job training program as determined by the City immediately after or in the course of performing on a particular construction contract, he or she shall continue to qualify as unemployed or underemployed for a period not exceeding 5 years from the date the person became an apprentice or participant in such on-the-job training program.
- C. WORKER HOURS – means the total hours worked on a construction contract by skilled and unskilled construction trade workers, whether those workers are employed by the contractor or any subcontractor. In determining the total worker hours to be furnished at a construction site, the number of hours devoted to all tasks customarily performed on a construction site shall be included, whether or not such tasks are performed on the construction site. "Worker hours" includes work performed by persons filling apprenticeships and participating in on-the-job training programs and excludes the number of hours of work performed by all non-Wisconsin residents.

III. Residency Utilization Requirements

- A. The contractor shall utilize UNEMPLOYED or UNDEREMPLOYED RESIDENTS of the City in a minimum amount equal to the percentage of the WORKER HOURS stated in paragraph IA above.
- B. The contractor, by signing and submitting a bid, certifies that it understands the provisions of Chapter 309 and knows of and intends to comply with them, and shall ensure that all subcontractors are also informed.
- C. The contractor shall maintain, and shall ensure that all subcontractors maintain, personnel records listing the name, address, race and gender of all employees utilized for this contract and any records demonstrating that the employees utilized by the contractor in meeting the residency requirements are actual residents of the City. These records

shall be maintained for seven (7) years after the contractor has received final payment under the contract and shall be made available to the Commissioner of Public Works upon reasonable notice.

- D. Compliance with these residency requirements is an element of bid responsiveness. Failure to meet the specified residency requirements will render the bid unresponsive, and the Commissioner of Public Works may then recommend the award to the next apparent low bidder.
- E. The City recognizes the following three organizations which can be contacted for access to trained or qualified workers from the City. Other organizations or sources of qualified RESIDENTS can be used at the bidder's discretion.
 - 1. Milwaukee Urban League, located at 435 West North Avenue, Milwaukee, WI 53212. Telephone number 414-374-5850 Ext. 103, fax number 414-374-1995.
 - 2. Big Step, located at 3841 West Wisconsin Avenue, Milwaukee, WI 53208. Telephone 414-342-9787, fax number 414-342-3546.
- F. If the prime contractor has problems in meeting the residency requirements or if any other problems relative to residency participation arise during the completion of this project, the prime contractor shall immediately contact the Commissioner of Public Works.
- G. Right to Appeal – All contracts awarded under ss. 7-14-2 and 7-22 of the City Charter shall be awarded by the Commissioner of Public Works to the lowest responsible bidder determined in accordance with any applicable City ordinances relating to the participation of Emerging Business Enterprise Programs or requiring participation of City RESIDENTS. Following the opening of any bid where the Commissioner has considered compliance with such City ordinances, the Commissioner shall publish in an official City newspaper his or her determination as to the lowest responsible bidder. Any bidder who objects to the determination based on the consideration of such City Ordinances, may appeal the recommendation by filing a written appeal with the Commissioner within five (5) working days of the date of publication. The appeal shall state the specific objection to the determination, including supporting documentation, and specify an alternative determination. Any appeals that do not conform to this section shall not be considered. The Commissioner shall schedule a hearing before the Public Works Contract Appeals Committee which shall be comprised of the chair of the Economic Development Committee or his or her designee and a member of the Economic Development Committee selected by the chair and the Director of Administration or his or her designee to be held within five days of receipt of the appeal. The Public Works Contract Appeals Committee shall have the authority by majority vote to affirm or set aside the determination of the Commissioner and their decision in this regard shall be final. In the event that a timely appeal meeting the requirements of this paragraph is not filed, or the Committee affirms the Commissioner's determination following a timely appeal, the Commissioner shall make an award in accordance with his or her determination.

Contractor Name

DPW Contract No.

Employee Affidavit
Residents Preference Program

I certify that I maintain my permanent residence in the City of Milwaukee and that I vote, pay personal income tax, obtain my driver's license, etc. at _____, Milwaukee, WI _____
(Address) (Zip Code)

Residency status:

To verify my resident status, attached please find the following (check one)

- _____ Copy of my voter's certification form.
- _____ Copy of my last year's Form 1040.
- _____ Copy of my current Wisconsin Driver's License or State ID.
- _____ Copy of Other (i.e., Utility bill, Lease, etc.)

AND

Unemployment status:

I certify that I have been unemployed as follows: (Check those that apply)

- _____ I have worked less than 1,200 hours in the preceding 12 months.
- _____ I have not worked in the preceding 30 days.

OR

Underemployed status:

_____ I certify that based on the attached chart (Income Eligibility Guidelines), I am underemployed.

Print Name

Sign Name

Social Security Number

Home Telephone Number

Subscribed and sworn to me this _____ day

Of _____, _____ A.D.

My Commission Expires _____.

Notary Public Milwaukee County

Chart

**Income Eligibility Guidelines
July 1, 2009 to June 30, 2010**

Eligibility determination is based on household size and income. Total income must be at or below the amount in the table.

| Household Size | Yearly | Monthly | Twice per month | Every 2 weeks | Weekly |
|-------------------------------------|--------|---------|-----------------|---------------|--------|
| 1 | 20,036 | 1,670 | \$835 | \$771 | \$386 |
| 2 | 26,955 | 2,247 | 1,124 | 1,037 | 519 |
| 3 | 33,874 | 2,823 | 1,412 | 1,303 | 652 |
| 4 | 40,793 | 3,400 | 1,700 | 1,569 | 785 |
| 5 | 47,712 | 3,976 | 1,988 | 1,836 | 918 |
| 6 | 54,631 | 4,553 | 2,277 | 2,102 | 1,051 |
| 7 | 61,550 | 5,130 | 2,565 | 2,368 | 1,184 |
| 8 | 68,469 | 5,706 | 2,853 | 2,634 | 1,317 |
| For each add'l household member add | 6,919 | 577 | 289 | 267 | 134 |

Source: Wisconsin Department of Public Instruction
School Nutrition Programs

FORM B (3/13)
 CITY OF MILWAUKEE DEPARTMENT OF NEIGHBORHOOD SERVICES
 AFFIDAVIT OF COMPLIANCE WITH THE
 SMALL BUSINESS ENTERPRISE (SBE) PROVISIONS

RFP due 02-01-19

The proposer's minimum commitment for SBE participation on this project is as follows:

| REQUIRED OVERALL PROJECT PARTICIPATION | | | |
|---|--|------------|--|
| | | | |
| SBE | | 25% | |

The Commissioner of the Department of Neighborhood Services reserves the right to reject and disqualify any proposal that does not achieve the percentage requirement for this project. This also applies if the undersigned contractor fails to comply with the City's requirements as outlined in the SBE provisions.

The undersigned hereby states that s/he has not discriminated in any manner on the basis of race, sex, or national origin in any manner in the preparation of the attached proposal or selection of subcontractors and/or material suppliers for such proposal.

The undersigned acknowledges, understands and agrees that submission of a proposal shall commit the proposer to comply with the City's SBE policy to achieve the City's stated percentage requirements for SBE participation on this contract, including submission of the information required by the proposed schedule of subcontractors and/or material suppliers.

CONTRACTOR AFFIRMS THAT THEY WILL MEET THE FOLLOWING MINIMUM SBE PROGRAM REQUIREMENTS: (PROPOSER MUST WRITE IN PERCENTAGE AND SUBMIT WITH PROPOSAL DOCUMENTS.)

SBE: _____ %

The undersigned also states that all the submitted SBE information is true and correct to the best of his/her knowledge.

 Authorized Signature

 Date

Printed Name

Title

Company Name

STATE OF WISCONSIN)
 COUNTY OF MILWAUKEE)

Personally came before me this ____ day of _____, ____,

_____ who acknowledges that s/he executed the foregoing document for the purpose therein contained for and on behalf of said company.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public, Milwaukee County, WI

My Commission expires:

**City of Milwaukee
Department of Public Works
Local Business Enterprise Provisions**

I. General:

- A. In accordance with Chapter 365 of the Milwaukee Code of Ordinances, the application of a Local Business Enterprise (LBE) program is required in all contracting activities of the Department of Public Works, unless contrary to federal, state or local law or regulation. To this end, the Commissioner of Public Works, as a contracting officer of the City, will apply an award standard in all bids so that an otherwise responsive and responsible bidder which is a Local Business Enterprise shall be awarded the contract, provided that its bid does not exceed the lowest bid by more than 5%.
- B. Bidders seeking the Local Business Enterprise preference shall prepare and submit with the bid an accurate affidavit certifying their LBE status. Failure to do so may result in an LBE forfeiting their rights to be considered for the program.
- C. Sanctions – If any document submitted to the city by a contractor under this chapter for the purpose of participating in any city contract contains false, misleading or fraudulent information, the Commissioner of Public Works, may direct the imposition of any of the following sanctions on the offending contractor:
1. Withholding of payment.
 2. Termination, suspension or cancellation of the contract in whole or in part.
 3. Denial to participate in any further contracts awarded by the City.
- D. Penalty – Any person, firm or corporation knowingly engaging in fraud, misrepresentation or in any attempt, direct or indirect, to evade the provisions of this chapter by providing false, misleading or fraudulent information shall, upon conviction, forfeit not less than \$2,000 nor more than \$5,000 together with the costs of prosecution.
- E. Right to Appeal – All contracts awarded under ss. 7-14-2 and 7-22 of the City Charter shall be awarded by the Commissioner of Public Works to the lowest responsible bidder determined in accordance with any applicable City Ordinances relating to the participation of Local Business Enterprises. Following the opening of any bid where the Commissioner has considered compliance with such City Ordinances, the Commissioner shall publish in an official City newspaper his or her determination as to the lowest responsible bidder. Any bidder who objects to the determination based on the consideration of such City Ordinances, may appeal the recommendation by filing a written appeal with the Commissioner within five (5) working days of the date of publication. The appeal shall state the specific objection to the determination, including supporting documentation, and specify an alternative determination. Any appeals that do not conform to this section shall not be considered. The Commissioner shall schedule a hearing before the Public Works Contract Appeals Committee which shall be comprised of the chair of the Economic Development Committee or his or her designee, and a member of the Economic Development Committee selected by the chair and the Director of Administration or his or her designee to be held within five days of receipt of the appeal. The Public Works Contract Appeals Committee shall have the authority by majority vote to affirm or set aside the determination of the Commissioner and their decision in this regard shall be final. In the event that a timely appeal meeting the requirements of this paragraph is not filed, or the Committee affirms the commissioner's determination following a timely appeal, the Commissioner shall make an award in accordance with his or her determination.

II. Definitions:

- A. Local Business Enterprise means a business which satisfies all of the following criteria:
1. Owns or leases property within the geographical boundaries of the City of Milwaukee. Post office boxes shall not suffice to establish status as a Local Business Enterprise.
 2. A residential address may qualify, but only if the business does not own or lease other real property, either within or outside the geographical boundaries of the City of Milwaukee.
 3. Leased property may qualify but only if at least half of the acreage of all the real property owned or leased by the business is located within the geographical boundaries of the City of Milwaukee.
 4. Has been doing business in the City of Milwaukee for at least one (1) year.
 5. Is not delinquent in the payment of any local taxes, charges or fees, or the business has entered into an agreement to pay any delinquency and is abiding by the terms of the agreement.
 6. Will perform at least 10% of the monetary value of the work required under the contract.

III. Local Business Enterprise requirement:

- A. Department of Public Works shall, unless contrary to federal, state or local law or regulation, apply an award standard in all bids so that an otherwise responsive and responsible bidder which is a Local Business Enterprise shall be awarded the contract, provided that its bid does not exceed the lowest bid by more than 5%.
- B. If the bids of two or more Local Business Enterprises do not exceed the lowest bid by more than 5%, the contract shall be awarded to the Local Business Enterprise that submitted a bid that exceeded the lowest bid by the smallest amount.
- C. If a bid submitted by a non-Local Business Enterprise and a bid submitted by a Local Business Enterprise are identical, the contract shall be awarded to the Local Business Enterprise, even if the bids are only identical due to the 5% award standard provided for in this chapter.
- D. If two bids submitted by two Local Business Enterprises are identical, the winner will be determined in accordance with the process for tie-breakers as established by the city purchasing director.
- E. If the difference between the low bidder's amount and the lowest Local Business Enterprise amount is within 5% of the low bidder and exceeds \$25,000, then the provisions in section III-A shall not apply.
- F. Paragraph III-A shall only be applied to the "base bid".



DEPARTMENT OF NEIGHBORHOOD SERVICES
CONTRACT DIVISION

**LOCAL BUSINESS ENTERPRISE (LBE) PROGRAM
AFFIDAVIT OF COMPLIANCE**

IMPORTANT: This form must be submitted with your bid to be considered for LBE status.

Bid/RFP #: _____

Company Name: _____

Address: _____

City, State, Zip _____

This affidavit of compliance will be the contractor's sworn statement that the business meets the following criteria:

1. The business owns or leases property within the geographical boundaries of the City of Milwaukee. Post office boxes shall not suffice to establish status as a Local Business Enterprise.
2. A residential address may suffice to establish compliance as a Local Business Enterprise, but only if the business does not own or lease other real property, either within or outside the geographical boundaries of the City of Milwaukee.
3. Leased property shall not suffice to establish compliance as a Local Business Enterprise unless at least half of the acreage of all the real property owned or leased by the business is located within the geographical boundaries of the City of Milwaukee.
4. The business has owned or leased real property within the geographical boundaries of the City of Milwaukee *and* the business has been doing business in the City of Milwaukee for at least one (1) year.
5. The business is not delinquent in the payment of any local taxes, charges or fees, or the business has entered into an agreement to pay any delinquency and is abiding by the terms of the agreement.
6. The business will perform at least 10% of the monetary value of the work required under the contract.

SITE VISITS: Please note the contractor agrees to allow the City to verify Local Business Enterprise status by allowing City Staff to visit the operation(s) of the business that is seeking Local Business Enterprise status at any time without notice, in an effort to maintain the integrity of the City's bidding process.

If applicable, initial here _____ if criteria in #3 above is satisfied.
Initial

I hereby declare compliance with the City of Milwaukee Code of Ordinances Chapter 365.

Authorized Signature: _____

Printed Name: _____

Date: _____

NOTARIZATION

Subscribed to before me on this _____ day of _____ in the year
_____, at _____ County,
_____ State.

NOTARY PUBLIC SIGNATURE: _____

(SEAL)

PRINT NAME: _____

My commission expires: _____

PLEASE SUBMIT THIS FORM *WITH YOUR BID* TO:
DEPT. OF NEIGHBORHOOD SERVICES
841 NORTH BROADWAY, ROOM 105
MILWAUKEE, WISCONSIN 53202



DEPARTMENT OF NEIGHBORHOOD SERVICES
CONTRACT DIVISION

**LOCAL BUSINESS ENTERPRISE (LBE) PROGRAM
BUSINESS PROPERTY LOCATION FORM**

Important Note: This form must be submitted with your bid to be considered for LBE status.

Bid / RFP # _____

Property Location 1 **Check one: Own [] Lease []**

| | |
|------------------|--|
| Name: | |
| Address: | |
| City, State, Zip | |

Property Location 2 **Check one: Own [] Lease []**

| | |
|------------------|--|
| Name: | |
| Address: | |
| City, State, Zip | |

Property Location 3 **Check one: Own [] Lease []**

| | |
|------------------|--|
| Name: | |
| Address: | |
| City, State, Zip | |

Property Location 4 **Check one: Own [] Lease []**

| | |
|------------------|--|
| Name: | |
| Address: | |
| City, State, Zip | |

PLEASE SUBMIT THIS FORM WITH YOUR BID TO:
DEPT. OF NEIGHBORHOOD SERVICES
841 NORTH BROADWAY, ROOM 105
MILWAUKEE, WISCONSIN 53202

Socially-Responsible Contractors (SRC) Provisions

General

A. Effective December 12, 2018, the City of Milwaukee adopted (09/25/2018) the Socially-Responsible Contractors Ordinance 310-10 (published: 10/11/2018) that supports a bid scoring system that awards additional points to socially-responsible contractors who make efforts to eliminate, or significantly reduce, barriers to employment. To this end, all contracting agencies shall apply an award standard in all formal competitive bids/RFPs (\$50K or more) so that an otherwise responsive and responsible bidder which is an SRC shall be awarded the contract, provided that its bid does not exceed the lowest bid by more than 5% or \$25,000. An additional number of points, equal to 5% of the maximum number of points used in the evaluation of Request for Proposals (RFPs), shall be applied to increase the total score attained by a socially-responsible contractor. The purpose of this ordinance is to ensure contributions toward community betterment made by socially-responsible contractors are recognized and rewarded.

B. Bidders or proposers seeking the SRC preference shall prepare and submit with the bid or RFP a completed and notarized affidavit certifying their SRC status. Failure to do so may result in an SRC forfeiting their rights to be considered for the bid incentive.

C. Sanctions – If any document submitted to the city by a contractor under this chapter for the purpose of participating in any city contract contains false, misleading or fraudulent information, the City Purchasing Director may direct the imposition of any of the following sanctions on the offending contractor:

1. Withholding of payment.
2. Termination, suspension or cancellation of the contract in whole or in part.
3. Denial to participate in any further contracts awarded by the City.

D. Penalty – Any person, business or corporation knowingly engaging in fraud, misrepresentation or in any attempt, direct or indirect, to evade the provisions of this chapter by providing false, misleading or fraudulent information shall, upon conviction, forfeit not less than \$2,000 nor more than \$5,000 together with the costs of prosecution.

SRC Criteria

Each bidder or proposer seeking to qualify as a socially-responsible contractor shall submit, as part of its bid or proposal, a sworn affidavit describing actions taken and programs implemented to eliminate, or substantially reduce, the barriers to employment for current and prospective employees of the contractor, and the outcomes of these actions and programs.

Actions or implemented programs shall include at least three (3) out of thirteen (13) actions or programs as set forth in the ordinance and the Socially-Responsible Contractors Affidavit of Compliance form located on the Purchasing Division's website at: city.milwaukee.gov > [Directory](#) > [Purchasing Division](#) > [Forms & Affidavits](#).

1. Hire persons with felony convictions;
2. Assist current or prospective employees with earning their high school diploma;
3. Underwrite or facilitate industry-linked career-assessed pre-employment services and subsidized work experience including: internships, job shadowing, on-the-job training, and summer employment;
4. Partner with an employment service agency to monitor and track individualized employment plans;
5. Provide, underwrite, or facilitate industry-linked career-based instruction to current or prospective employees in areas such as the following: blueprint reading, basic math and measurement, technical math, labor history, construction culture and essential skills, health and safety awareness, manufacturing processes and production, maintenance, and budgeting and financial literacy;
6. Provide or facilitate occupational skills training and related adult mentoring and networking;
7. Underwrite or facilitate subsidized or unsubsidized programs which provide supportive services for current or prospective employees to obtain or fund the following:
 - a. A valid driver's license
 - b. Transportation vouchers to work and home
 - c. Appropriate work attire, work safety gear, and other needed equipment
 - d. Testing and certification fees
 - e. Legal aid services
 - f. Child care and family-related dependent care
 - g. Emergency housing, health care, and short-term emergency assistance
 - h. Career and training services
 - i. School supplies, books, and fees
 - j. Referrals for medical services and exams
 - k. Reasonable accommodations for persons with disabilities
8. Partner with employment agencies to supplement subsidized wages to ensure employees receive a living wage;
9. Provide breast feeding facilities for employees who are nursing children;
10. Provide a minimum of 120 hours of paid sick leave;
11. Provide a minimum of five (5) paid sick days;
12. Provide an employer-assisted housing program providing homebuyer assistance in the form of mortgages, down payment assistance, or homebuyer education for residences within walking distance of their employer;
13. Provide assistance to reduce fees and penalties on tardy child support payments, manage payment of child support arrears, and become current on child support obligations.

Socially-Responsible Contractors (SRC) Application

A. If the bids of two or more socially-responsible contractors do not exceed the lowest bid by more than 5%, the contract shall be awarded to the socially-responsible contractor that submitted a bid that exceeded the lowest bid by the smallest amount.

B. If a bid submitted by a non-socially-responsible contractor and a bid submitted by a socially-responsible contractor are identical, the contract shall be awarded to the socially-responsible contractor, even if the bids are only identical due to the 5% award standard provided for in this chapter.

C. If two bids submitted by two socially-responsible contractors are identical, the winner will be determined in accordance with the process for tie-breakers as established by the City Purchasing Director.

D. If the difference between the low bidder's amount and the lowest socially-responsible contractor amount is within 5% of the low bidder and exceeds \$25,000, then the provisions in SRC Application - point A shall not apply.

E. SRC Application – point A shall only be applied to the “base bid”.

F. If a bidder or proposer is seeking to qualify for the SRC bid incentive, that bidder or proposer may not also seek to qualify for the City's other bid incentive programs such as the Local Business Enterprise (LBE) bid incentive (city.milwaukee.gov/Purchasing/Programs) or the Buy American bid incentive (city.milwaukee.gov/Purchasing/Programs). Should there be a conflict between multiple bidders that are seeking to qualify for these incentives, precedence shall be given to the bidder seeking to qualify for a bid incentive in the following descending order:

1. LBE bid incentive
2. Buy American bid incentive
3. SRC bid incentive



DEPARTMENT OF ADMINISTRATION-PURCHASING DIVISION

**SOCIALLY-RESPONSIBLE CONTRACTORS (SRC)
AFFIDAVIT OF COMPLIANCE**

NOTE: This affidavit must be completed in its entirety and submitted with your bid or proposal to be considered for SRC bid incentive.

Bid or RFP #: _____

Company Name: _____

Address, City, State, Zip: _____

A “Socially-Responsible Contractor” or “SRC” is an entity submitting a bid as part of the City’s formal competitive bidding process that has acted or implemented a program to eliminate, or significantly reduce, barriers to employment for current and prospective employees of the contractor. Actions or implemented programs shall include at least three (3) of the programs listed in **Section I** below. To indicate which programs you have acted or implemented, place a checkmark in the box next to each item pertaining to the business entity as a bidder or proposer for the City of Milwaukee.

I. SRC CRITERIA

- A. Hire persons with felony convictions;
- B. Assist current or prospective employees with earning their high school diploma;
- C. Underwrite or facilitate industry-linked career-assessed pre-employment services and subsidized work experience including: internships, job shadowing, on-the-job training, and summer employment;
- D. Partner with an employment service agency to monitor and track individualized employment plans;
- E. Provide, underwrite, or facilitate industry-linked career-based instruction to current or prospective employees in areas such as the following: blueprint reading, basic math and measurement, technical math, labor history, construction culture and essential skills, health and safety awareness, manufacturing processes and production, maintenance, and budgeting and financial literacy;
- F. Provide or facilitate occupational skills training and related adult mentoring and networking;
- G. Underwrite or facilitate subsidized or unsubsidized programs which provide supportive services for current or prospective employees to obtain or fund the following:
 - A valid driver’s license
 - Transportation vouchers to work and home
 - Appropriate work attire, work safety gear, and other needed equipment
 - Testing and certification fees
 - Legal aid services
 - Child care and family-related dependent care
 - Emergency housing, health care, and short-term emergency assistance
 - Career and training services
 - School supplies, books, and fees
 - Referrals for medical services and exams
 - Reasonable accommodations for persons with disabilities
- H. Partner with employment agencies to supplement subsidized wages to ensure employees receive a living wage;
- I. Provide breast feeding facilities for employees who are nursing children;
- J. Provide a minimum of 120 hours of paid sick leave;
- K. Provide a minimum of five (5) paid sick days;
- L. Provide an employer-assisted housing program providing homebuyer assistance in the form of mortgages, down payment assistance, or homebuyer education for residences within walking distance of their employer;
- M. Provide assistance to reduce fees and penalties on tardy child support payments, manage payment of child support arrears, and become current on child support obligations.

II. DISCLOSURE

The purpose of the *Socially-Responsible Contractor* Program (SRC) is to ensure contributions toward community betterment made by socially-responsible contractors are recognized and rewarded. Each bidder or proposer seeking to qualify for the SRC bid incentive shall submit, as part of its bid or proposal, this sworn affidavit describing actions taken and programs implemented to eliminate, or significantly reduce, the barriers to employment for current and prospective employees of the contractor. The outcomes of these actions and programs shall be described in verifiable detail in the section below. (Please include an attachment if additional line space is required).

This signed and notarized affidavit of compliance will be the contractor's sworn statement that the business satisfies the criteria for Socially-Responsible Contractors pursuant to Chapter 310-10 of the City of Milwaukee Code of Ordinances.

I hereby declare compliance with Chapter 310-10 of the City of Milwaukee Code of Ordinances.

Authorized Signature: _____

Printed Name: _____

Date: _____

III. NOTARIZATION

Subscribed to before me on this _____ day of _____ in the year _____, at
_____ County, _____ State.

NOTARY PUBLIC SIGNATURE: _____

(SEAL)

PRINT NAME: _____ My commission expires: _____

PLEASE SUBMIT THIS FORM WITH YOUR BID OR PROPOSAL TO:
200 E. WELLS STREET, ROOM 601
MILWAUKEE, WISCONSIN 53202
OR FAX TO 414-286-5976

COST OF PROJECT SUMMARY

Project Address: 2716 W Meinecke Street

Date of Referral: January 15, 2019

Date Inspected: _____

Additional Materials Found/Notes:

I/We have inspected this property and have noted the presence of all other discovered materials above. I/We will complete the abatement of all asbestos containing materials and other hazardous and/or regulated materials listed in the supplied Asbestos Inspection Report as well as that listed above for the price of:

\$_____ (_____ dollars and _____ cents)

I/We understand that no abatement work is to commence until written notice is received from the Department of Neighborhood Services.

Signature: _____ Date: _____

COST OF PROJECT SUMMARY

Project Address: 2410 W Garfield Ave

Date of Referral: January 15, 2019

Date Inspected: _____

Additional Materials Found/Notes:

I/We have inspected this property and have noted the presence of all other discovered materials above. I/We will complete the abatement of all asbestos containing materials and other hazardous and/or regulated materials listed in the supplied Asbestos Inspection Report as well as that listed above for the price of:

\$_____ (_____ dollars and _____ cents)

I/We understand that no abatement work is to commence until written notice is received from the Department of Neighborhood Services.

Signature: _____ Date: _____

SUPPLEMENTAL INFORMATION FROM MOCK SITE EVALUATION

2410 W Garfield Ave.

Discovered during destructive inspection (chasing suspect pipe and duct runs):

44 linear feet of 3"X10" metal ducting wrapped in asbestos containing paper and tape found in plaster wall space.

20 linear feet of 3"X10" metal ducting wrapped in asbestos containing paper and tape found in plaster wall space.

11 linear feet of asbestos containing tsi covered water pipe in exterior plaster covered wall.

Approximately 15 square feet of asbestos containing bat insulation in wall space with tsi covered pipe cited above.

30 miscellaneous cans of paint, 8 gallons of used motor oil, 10 car tires and 2 asbestos containing 3' commercial fire doors dumped in basement after inspection date of Asbestos Inspection Report.

SUPPLIMENTAL INFORMATION FROM MOCK SITE EVALUATION

2716-18 West Meinecke Street

NO ADDITIONAL MATERIALS FOUND



ASBESTOS INSPECTION REPORT

Job Site:

**One Family Dwelling & Garage
2410 West Garfield Avenue
Milwaukee, Wisconsin**

For:

City of Milwaukee
Department of Neighborhood Services
Attn: Marge Piwaron
841 North Broadway 1st Floor
Milwaukee, Wisconsin 53202-3613

**HMG Report No.: 13-2000-068.2410
Contract No.: 360-13-0745**

Dean Jacobsen
Asbestos Inspector No. AII – 14370

Prepared by:

HARENDA MANAGEMENT GROUP
1237 West Bruce Street
Milwaukee, Wisconsin 53204

November 2013

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I. INTRODUCTION

Harenda Management Group (HMG) was retained by the City of Milwaukee Department of Neighborhood Services to conduct an inspection for possible asbestos containing materials in the dwelling at 2410 West Garfield Avenue, Milwaukee, Wisconsin.

The inspection included plaster, stucco, transite siding, tar paper, window glazing compound, floor tile, ceramic tile, ceiling tile, linoleum, fiberboard, blown in insulation, asphalt roofing, flue packing, duct paper, caulk, and mastics to determine if asbestos containing materials were present within the space as required by *US EPA NESHAP regulation 40 CFR 61 Subpart M*.

II. BUILDING SURVEY

Chris Kraco, of the City of Milwaukee Department of Neighborhood Services, authorized HMG to conduct a building survey and to analyze samples taken during the inspection.

On November 4, 2013, HMG conducted an asbestos inspection of a one family dwelling and garage, scheduled for mechanical demolition, located at 2410 West Garfield Avenue, Milwaukee, Wisconsin. The inspection was conducted by Dean Jacobsen, Wisconsin License No. AII – 14370.

The inspection was comprised of three elements:

1. A visual determination as to the extent of suspect materials within the building.
2. Sampling and documentation of observable suspect materials.
3. Quantification of observable positive materials existing within the spaces.

The results of the survey integrated with the Polarized Light Microscopy with Dispersion Staining (PLM/DS) analysis of bulk samples taken are outlined in this document. If you have any questions please contact HMG at (414) 383-4800.

III. THE LABORATORY

A. METHOD OF ANALYSIS

Analysis is performed by using the bulk samples for visual observation and slide preparation(s) for microscopical examination and identification. The slides are analyzed for asbestos (chrysotile, amosite, crocidolite, anthophyllite, and actinolite/ tremolite), fibrous non asbestos constituents (mineral wool, paper, etc.), and nonfibrous constituents. Asbestos is identified by refractive indices (obtained by using dispersion staining), morphology, color, pleochroism, birefringence, extinction characteristics, and signs of elongation. The same characteristics are used to identify the non asbestos constituents.

The microscopist visually estimates relative amounts of each constituent using a stereoscope if necessary. The test results are based on a visual determination of relative volume of the bulk sample components. The results are valid only for the item tested. Current US EPA NESHAP

regulations state asbestos materials means material containing more than 1% asbestos as determined using the method specified in Appendix E, Subpart E, 40 CFR Part 763 Section I, Polarized Light Microscopy. Refer to 29 CFR 1926.1101 (Construction) and 29 CFR 1910.1001 (General Industry) for specific OSHA requirements.

IV. FINDINGS AND OBSERVATIONS

The materials identified as suspect asbestos containing materials (ACM) include plaster, stucco, transite siding, tar paper, window glazing compound, floor tile, ceramic tile, ceiling tile, linoleum, fiberboard, blown in insulation, asphalt roofing, flue packing, duct paper, caulk, and mastics. These materials were sampled and the following results were noted:

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|---|--------------------------------|-------------------------|------------------|
| 1-2410 | Exterior – south wall – transite siding | Positive 25% Chrysotile | 2,400 Sq. Ft. | MTP |
| 2-2410 | Exterior – east wall – transite siding | Positive 25% Chrysotile | Reference 1-2410 | MTP |
| 3-2410 | Exterior – north wall – transite siding | Positive 25% Chrysotile | Reference 1-2410 | MTP |
| 4-2410 | Exterior – south wall – under transite siding – tar paper | Negative | N/A | MPT |
| 5-2410 | Exterior – east wall – under transite siding – tar paper | Negative | N/A | MPT |
| 6-2410 | Exterior – north wall – under transite siding – tar paper | Negative | N/A | MPT |
| 7-2410 | 1 st floor – living room – south window – glazing compound | Trace <1% Chrysotile | N/A | MPG |
| 8-2410 | 2 nd floor – bathroom – east window – glazing compound | Trace <1% Chrysotile | N/A | MPG |
| 9-2410 | Basement – west window – glazing compound | Positive 4% Chrysotile | 27 Windows | MPG |
| 10-2410a | Exterior – basement level – east wall – gray stucco | Negative | N/A | STC |
| 10-2410b | Exterior – basement level – east wall – tan stucco | Negative | N/A | STC |
| 11-2410 | Exterior – basement level – north wall – gray stucco | Negative | N/A | STC |
| 12-2410 | Exterior – basement level – west wall – gray stucco | Negative | N/A | STC |
| 13-2410 | 1 st floor – front entry – top layer – 12” beige floor tile | Negative | N/A | MF12e |
| 14-2410 | 1 st floor – front entry – 2 nd layer – 12” yellow and red floor tile | Negative | N/A | MF12lr |
| 15-2410a | 1 st floor – front entry – 3 rd layer – 12” red and black floor tile | Negative | N/A | MF12rk |
| 15-2410b | 1 st floor – front entry – 3 rd layer – under floor tile – brown mastic | Negative | N/A | MF12rk |
| 16-2410a | 1 st floor – living room – at fireplace – brown and white ceramic tile | Negative | N/A | MCTMnw |
| 16-2410b | 1 st floor – living room – at fireplace – grout | Negative | N/A | MCTMnw |
| 17-2410 | 1 st floor – living room – at fireplace – under ceramic tile – mortar | Negative | N/A | MCTMM |

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|--|-------------------------------|----------------------|------------------|
| 18-2410 | 1 st floor – kitchen – top layer west side – 12” white and gray floor tile | Negative | N/A | MF12wy |
| 19-2410 | 1 st floor – kitchen – top layer east side – 12” white and gray floor tile | Negative | N/A | MF12wy |
| 20-2410 | 1 st floor – kitchen – top layer south side – 12” white and gray floor tile | Negative | N/A | MF12wy |
| 21-2410a | 1 st floor – kitchen – west side under plywood – 12” cream floor tile | Negative | N/A | MF12c |
| 21-2410b | 1 st floor – kitchen – west side floor tile – yellow mastic | Negative | N/A | MF12c |
| 22-2410a | 1 st floor – kitchen – east side under plywood – 12” cream floor tile | Negative | N/A | MF12c |
| 22-2410b | 1 st floor – kitchen – east side floor tile – yellow mastic | Negative | N/A | MF12c |
| 23-2410a | 1 st floor – kitchen – south side under plywood – 12” cream floor tile | Negative | N/A | MF12c |
| 23-2410b | 1 st floor – kitchen – south side floor tile – yellow mastic | Negative | N/A | MF12c |
| 24-2410a | 1 st floor – kitchen closet top layer – 12” white and blue floor tile | Negative | N/A | MF12wb |
| 24-2410b | 1 st floor – kitchen closet – under white and blue floor tile – black mastic | Negative | N/A | MF12wb |
| 24-2410c | 1 st floor – kitchen closet 2 nd layer – 12” brown floor tile | Positive 6% Chrysotile | 10 Sq. Ft. | MF12n |
| 24-2410d | 1 st floor – kitchen closet 3 rd layer – tan linoleum | Negative | N/A | MFLt |
| 24-2410e | 1 st floor – kitchen closet 2 nd layer – under tan linoleum – brown mastic | Negative | N/A | MFLt |
| 25-2410 | 1 st floor – bathroom – 12” white/blue/black floor tile | Negative | N/A | MF12wbk |
| 26-2410a | 2 nd floor – hall – under floor tile and plywood – 12” yellow and green floor tile | Positive 4% Chrysotile | 75 Sq. Ft. | MF12lg |
| 26-2410b | 2 nd floor – hall – under yellow and green floor tile – yellow mastic | Negative | N/A | MF12lg |
| 27-2410 | 2 nd floor – southwest bedroom – 1’ x 1’ ceiling tile | Negative | N/A | MSCT11 |
| 28-2410 | 2 nd floor – southeast bedroom – 1’ x 1’ ceiling tile | Negative | N/A | MSCT11 |
| 29-2410 | 2 nd floor – northeast bedroom – 1’ x 1’ ceiling tile | Negative | N/A | MSCT11 |
| 30-2410a | 2 nd floor – southwest bedroom – north wall – plaster skim coat | Negative | N/A | SPI |
| 30-2410b | 2 nd floor – southwest bedroom – north wall – plaster base coat | Negative | N/A | SPI |
| 31-2410a | 2 nd floor – northeast bedroom – ceiling – plaster skim coat | Negative | N/A | SPI |
| 31-2410b | 2 nd floor – northeast bedroom – ceiling – plaster base coat | Negative | N/A | SPI |
| 32-2410a | 2 nd floor – northwest bedroom – south wall – plaster skim coat | Negative | N/A | SPI |
| 32-2410b | 2 nd floor – northwest bedroom – south wall – plaster base coat | Negative | N/A | SPI |
| 33-2410a | 1 st floor – foyer – east wall – plaster skim coat | Negative | N/A | SPI |
| 33-2410b | 1 st floor – foyer – east wall – plaster base coat | Negative | N/A | SPI |

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|---|--------------------------------|--------------------------|------------------|
| 34-2410a | 1 st floor – dining room – west wall – plaster skim coat | Negative | N/A | SPI |
| 34-2410b | 1 st floor – dining room – west wall – plaster base coat | Negative | N/A | SPI |
| 35-2410 | 2 nd floor – bathroom – under wall panels – black mastic | Positive 20% Chrysotile | 140 Sq. Ft. | MWMk |
| 36-2410 | 2 nd floor – bathroom – top layer – 12” cream and red floor tile | Negative | N/A | MF12cr |
| 37-2410 | 2 nd floor – bathroom – under plywood – 12” tan floor tile | Negative | N/A | MF12t |
| 38-2410a | Attic – south room – blue linoleum | Negative | N/A | MFLb |
| 38-2410b | Attic – south room – under linoleum – black mastic | Negative | N/A | MFLb |
| 39-2410 | Attic – south room – under mastic – tar paper #2 | Negative | N/A | MPT2 |
| 40-2410 | Attic – south room – north wall – fiberboard | Negative | N/A | MFB |
| 41-2410 | Attic – south room – south wall – fiberboard | Negative | N/A | MFB |
| 42-2410 | Attic – south room – west wall – fiberboard | Negative | N/A | MFB |
| 43-2410 | Attic – south side under floor – blown in insulation | Negative | N/A | MBI |
| 44-2410 | Attic – east side under floor – blown in insulation | Negative | N/A | MBI |
| 45-2410 | Attic – west side under floor – blown in insulation | Negative | N/A | MBI |
| 46-2410 | Roof – east side top layer – tan asphalt shingle | Negative | N/A | MRSt |
| 47-2410 | Roof – northwest top layer – tan asphalt shingle | Negative | N/A | MRSt |
| 48-2410 | Roof – southwest top layer – tan asphalt shingle | Negative | N/A | MRSt |
| 49-2410 | Roof – east side bottom layer – brown asphalt shingle <i>Quantity includes garage roof</i> | Positive 5% Chrysotile | 1,250 Sq. Ft. | MRSn |
| 50-2410 | Roof – northwest bottom layer – brown asphalt shingle | Positive 4% Chrysotile | Reference 49-2410 | MRSn |
| 51-2410 | Roof – southwest bottom layer – brown asphalt shingle | Negative | N/A | MRSn |
| 52-2410 | Attic – on chimney – tan flue packing | Negative | N/A | TFPt |
| 53-2410 | Basement – south wall – plaster #2 | Negative | N/A | SPI2 |
| 54-2410 | Basement – east wall – plaster #2 | Negative | N/A | SPI2 |
| 55-2410 | Basement – north wall – plaster #2 | Negative | N/A | SPI2 |
| 56-2410 | Basement – bathroom – 12” white floor tile | Negative | N/A | MF12w |
| 57-2410 | Basement – on chimney – gray flue packing | Negative | N/A | TFPy |
| 58-2410a | 1 st floor – foyer and living room – scattered under carpet – 12” tan and black floor tile | Positive 7% Chrysotile | 160 Sq. Ft. | MF12tk |
| 58-2410b | 1 st floor – foyer and living room – scattered under floor tile – yellow mastic | Negative | N/A | MF12tk |
| 59-2410 | 1 st floor – foyer – south side – 2’ x 4’ ceiling tile | Negative | N/A | MSCT24 |
| 60-2410 | 1 st floor – foyer – center – 2’ x 4’ ceiling tile | Negative | N/A | MSCT24 |
| 61-2410 | 1 st floor – foyer – north side – 2’ x 4’ ceiling tile | Negative | N/A | MSCT24 |
| 62-2410 | 2 nd floor – bathroom – on floor duct – duct paper <i>Quantity includes basement boot</i> | Positive 75% Chrysotile | 5 Sq. Ft. | TDW |
| 63-2410a | 1 st floor – dining room – ceiling – joint compound | Negative | N/A | MDW |
| 63-2410b | 1 st floor – dining room – ceiling – drywall | Negative | N/A | MDW |
| 64-2410 | Exterior – east side on windows – caulk | Negative | N/A | MCLK |
| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |

| | | | | |
|----------|--|------------------------------------|-------------------------------|-------------|
| 65-2410 | Exterior – north side on windows – caulk | Positive 40% Chrysotile | 27 Windows | MCLK |
| 66-2410 | Exterior – south side on windows – caulk | Positive 10% Chrysotile | Reference 65- 2410 | MCLK |
| 67-2410 | Garage – on interior walls – tar paper #3 | Negative | N/A | MPT3 |
| 68-2410a | Quality assurance/quality control sample of 26-2410a | Positive 5% Chrysotile | N/A | QA/QC |
| 68-2410b | Quality assurance/quality control sample of 26-2410b | Negative | N/A | QA/QC |

Notes: N/A = Not Applicable
Sq. Ft. = Square Feet

Homogeneous Material Codes

| | |
|---------|---------------------------------|
| SPI | Plaster |
| SPI2 | Plaster #2 |
| STC | Stucco |
| MTP | Transite |
| MPT | Tar Paper |
| MPT2 | Tar Paper #2 |
| MPT3 | Tar Paper #3 |
| MPG | Glazing Compound |
| MF12e | 12" Beige Floor Tile |
| MF12lr | 12" Yellow & Red Floor Tile |
| MF12rk | 12" Red & Black Floor Tile |
| MF12wy | 12" White & Gray Floor Tile |
| MF12c | 12" Cream Floor Tile |
| MF12wb | 12" White & Blue Floor Tile |
| MF12n | 12" Brown Floor Tile |
| MF12wbk | 12" White/Blue/Black Floor Tile |
| MF12lg | 12" Yellow & Green Floor Tile |
| MF12cr | 12" Cream & Red Floor Tile |
| MF12t | 12" Tan Floor Tile |
| MF12w | 12" White Floor Tile |
| MF12tk | 12" Tan & Black Floor Tile |
| MCTMnw | Brown & White Ceramic Tile |
| MCTMM | Mortar |
| MSCT11 | 1' x 1' Ceiling Tile |
| MSCT24 | 2' x 4' Ceiling Tile |
| MWMk | Black Wall Mastic |
| MFLb | Blue Linoleum |
| MBI | Blown in Insulation |
| MDW | Drywall/Joint Compound |
| MFB | Fiberboard |
| MRSt | Tan Asphalt Shingle |
| MRSn | Brown Asphalt Shingle |
| MCLK | Caulk |
| TFPt | Tan Flue Packing |
| TFPy | Gray Flue Packing |
| TDW | Duct Paper |

Note#1: Category I – Non-Friable Asbestos Containing Materials may become friable during mechanical demolition activities or maybe considered friable prior to demolition activities due to its current condition.

Note#2: If additional materials are discovered during demolition that are not listed above they are to be assumed to be asbestos containing.

Note#3: A copy of this report should be transmitted to the demolition contractor.

Note#4: Estimated cost for friable & category II non-friable (transite, glazing compound, and duct paper) asbestos removal.....\$12,500.00

V. EXCLUSIONS

No visible or accessible areas were excluded from the scope of work.

HMG is not and shall not represent the building owner as its agent or representative for the purpose of the US EPA/NESHAP and/or the WDNR/NR447 regulations, as owner/operator.

This report represents the condition of the building and its visible/accessible suspect asbestos containing materials at the date and the times of the onsite inspection. Hidden materials or those materials that could be present at the point of inspection, over and above those stated in the inspection report, are the responsibility of the building owner and the demolition contractor.

VI. LIMITATIONS

The care and skill given to our procedures insures the most reliable test results possible. HMG utilizes Quantem Laboratories for our Polarized Light Microscopy, unless otherwise specified by the client. The findings and conclusions of HMG represent our professional opinions extrapolated from limited data. Significant limited data is gathered during the course of the preliminary asbestos specific site assessment. No other warranty is expressed or implied. Prior to any abatement or renovation activities, it is recommended that HMG be provided the opportunity to review such plans in order that the inspection and assessments contained herein are properly interpreted and implemented.

This report and the information contained herein are prepared for the sole and exclusive use and possession of the City of Milwaukee Department of Neighborhood Services. No other person or entity may rely on this report or any information contained herein. Any dissemination of the Report or any information contained herein is strictly prohibited without prior written authorization from Harenda Management Group.

VII. PRE-DEMOLITION ENVIRONMENTAL CHECKLIST

This guide lists materials and products commonly found in buildings with examples. It is not intended as a substitute for reading the rules and statutes and making your own independent determination of their applicability to your demolition project. These examples presented here do not represent an exhaustive listing of types of materials that may be required to be removed from the building prior to demolition.

ASBESTOS

Persons conducting inspections for asbestos must hold a valid asbestos inspector certification card issued by the State of Wisconsin, Dept. of Health & Family Services. **Please follow the Asbestos Inspection and Sampling Protocol for Buildings to be Demolished or Renovated.**

CFCs and HALONS

Equipment that may contain CFCs and Halons:

| | |
|------------|--|
| <u>N/A</u> | Air Conditioners (roof top, room, and central) |
| <u>N/A</u> | Dehumidifiers |
| <u>N/A</u> | Heat Pumps |
| <u>N/A</u> | Refrigerators, Freezers, Chillers |
| <u>N/A</u> | Vending Machines, Food Display Cases |
| <u>N/A</u> | Walk-in Coolers |
| <u>N/A</u> | Water Fountains (bubblers) |
| <u>N/A</u> | Fire Extinguishers (both portable and installed HALON suppression systems) |
| <u>N/A</u> | Water Coolers |

LEAD

Lead or Lead Based Paint (LBP) is common in many older buildings. When recycling construction and demolition debris, be aware that wood containing lead paint may not be chipped and spread for landscaping. State law also prohibits the sale or transfer of any fixture or other object containing LBP that might be placed upon any surface of a dwelling, which is ordinarily accessible to children.

MERCURY

Products that may contain mercury:

LIGHTING

| | |
|------------|--|
| <u>N/A</u> | Fluorescent Lights |
| <u>N/A</u> | High Intensity Discharge -Metal Halide -High Pressure Sodium -Mercury Vapor |
| <u>N/A</u> | Neon |
| <u>N/A</u> | Switches for lighting using mercury relays -Look for any control associated with exterior or automated lighting systems such as "Silent" wall switches. |

HVAC

Check thermostats and any control associated with air handling units for switches containing mercury.

HEATING, VENTILATING AND AIR CONDITIONING SYSTEMS

| | |
|------------|-----------------|
| <u>N/A</u> | Old Thermostats |
| <u>N/A</u> | Aquastats |
| <u>N/A</u> | Firestats |
| <u>N/A</u> | Manometers |
| <u>N/A</u> | Thermometers |

BOILERS, FURNACES, HEATERS AND TANKS

| | |
|------------|---------------------------------------|
| <u>N/A</u> | Mercury Flame Sensors by pilot lights |
| <u>N/A</u> | Manometers, Thermometers, Gauges |
| <u>N/A</u> | Pressure-trol |
| <u>N/A</u> | Float or Level Controls |
| <u>N/A</u> | Space Heaters |

ELECTRICAL SYSTEMS

| | |
|------------|-------------------------------|
| <u>N/A</u> | Load Meters and Supply Relays |
| <u>N/A</u> | Phase Splitters |
| <u>N/A</u> | Microwave Relays |
| <u>N/A</u> | Mercury Displacement Relays |

PCBs

For electrical devices manufactured prior to 1987, it is safe to assume that they contain PCBs and should be managed accordingly. Most equipment manufactured after this time will say "PCB Free". The following is a list of areas in a building where PCBs may be found:

| | |
|------------|--|
| <u>N/A</u> | Transformers |
| <u>N/A</u> | Capacitors (appliances, electronic equipment) |
| <u>N/A</u> | Heat Transfer Equipment |
| <u>N/A</u> | Light Ballasts |
| <u>N/A</u> | Specialty Paints (such as for swimming pools or other industrial applications) |
| <u>N/A</u> | Sumps or Oil Traps (in maintenance and industrial facilities) |

OTHER ENVIRONMENTAL ISSUES

| | |
|------------|--------------------------|
| <u>N/A</u> | Hazardous Waste |
| <u>2</u> | Oil Tanks – Basement |
| <u>N/A</u> | Well Abandonment |
| <u>2</u> | Junk Auto Tires – Garage |
| <u>N/A</u> | Junk Vehicles |

* 1 Small Propane Tank in Garage

VIII. LABORATORY RESULTS



2033 Heritage Park Drive / Oklahoma City, OK 73120 / (405) 755-7272 / Fax (405) 755-2058

Polarized Light Microscopy Asbestos Analysis Report

| | |
|-------------------------------|----------------------------------|
| QuantEM Lab No. 228799 | Client: Harenda Management Group |
| Account Number: B929 | Jolene Harenda |
| Date Received: 11/05/2013 | 1237 West Bruce St. |
| Received By: Joanna Mueller | Milwaukee, WI 53204 |
| Date Analyzed: 11/06/2013 | Project: DNS |
| Analyzed By: Sandy Baker | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-------------------------|-----------------------------------|------------------------|----------------|
| 001 | 1-2410 | Homogeneous | Gray Transite | Asbestos Present Chrysotile 25 | NA | CaCO3 Paint |
| 002 | 2-2410 | Homogeneous | Gray Transite | Asbestos Present Chrysotile 25 | NA | CaCO3 Paint |
| 003 | 3-2410 | Homogeneous | Gray Transite | Asbestos Present Chrysotile 25 | NA | CaCO3 Paint |
| 004 | 4-2410 | Composite | Black Roofing | Asbestos Not Present | Cellulose 50 | Tar |
| 005 | 5-2410 | Homogeneous | Black Roofing | Asbestos Not Present | Cellulose 50 | Tar |
| 006 | 6-2410 | Homogeneous | Black Roofing | Asbestos Not Present | Cellulose 50 | Tar |
| 007 | 7-2410 | Homogeneous | Beige Window Glazing | Asbestos Present Chrysotile <1 | NA | CaCO3 |

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Polarized Light Microscopy Asbestos Analysis Report

| | |
|-------------------------------|-----------------------------------|
| Quantem Lab No. 228799 | Client: Harendra Management Group |
| Account Number: B929 | Jolene Harendra |
| Date Received: 11/05/2013 | 1237 West Bruce St. |
| Received By: Joanna Mueller | Milwaukee, WI 53204 |
| Date Analyzed: 11/06/2013 | Project: DNS |
| Analyzed By: Sandy Baker | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------------|-----------------------------------|------------------------|-------------------|
| 008 | 8-2410 | Homogeneous | Gray Window Glazing | Asbestos Present Chrysotile <1 | NA | CaCO3 |
| 009 | 9-2410 | Homogeneous | Light Gray Window Glazing | Asbestos Present Chrysotile 4 | NA | CaCO3 Paint |
| 010 | 10-2410 | Layered | Light Gray Plaster | Asbestos Not Present | NA | Quartz Sand Paint |
| 010a | | Layered | Gray Plaster | Asbestos Not Present | NA | Quartz Sand |
| 011 | 11-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz Sand |
| 012 | 12-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz Sand |
| 013 | 13-2410 | Homogeneous | Yellow/Black Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |

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| Received By: Joanna Mueller | Milwaukee, WI 53204 |
| Date Analyzed: 11/06/2013 | Project: DNS |
| Analyzed By: Sandy Baker | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------------|----------------------|------------------------|----------------|
| 014 | 14-2410 | Homogeneous | Dark Yellow Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 015 | 15-2410 | Layered | Dark Red Sheet Vinyl | Asbestos Not Present | NA | Foam |
| 015a | | Layered | Brown Mastic | Asbestos Not Present | NA | Glue |
| 016 | 16-2410 | Layered | Brown Ceramic Tile | Asbestos Not Present | NA | Clay |
| 016a | | Layered | Light Gray Grout | Asbestos Not Present | NA | Quartz Sand |
| 017 | 17-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz Sand |
| 018 | 18-2410 | Homogeneous | Light Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |

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| Analyzed By: Sandy Baker | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------|----------------------|------------------------|-------------|
| 019 | 19-2410 | Homogeneous | Light Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 020 | 20-2410 | Homogeneous | Light Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 021 | 21-2410 | Layered | Beige Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 021a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 022 | 22-2410 | Layered | Beige Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 022a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 023 | 23-2410 | Layered | Beige Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |

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Polarized Light Microscopy Asbestos Analysis Report

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| QuantEM Lab No. 228799 | Client: Harenda Management Group |
| Account Number: B929 | Jolene Harenda |
| Date Received: 11/05/2013 | 1237 West Bruce St. |
| Received By: Joanna Mueller | Milwaukee, WI 53204 |
| Date Analyzed: 11/06/2013 | Project: DNS |
| Analyzed By: Sandy Baker | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------|----------------------------------|------------------------|-------------|
| 023a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 024 | 24-2410 | Layered | Light Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 024a | | Layered | Black Mastic | Asbestos Not Present | NA | Tar |
| 024b | | Layered | Brown Floor Tile | Asbestos Present Chrysotile 6 | NA | Vinyl CaCO3 |
| 024c | | Layered | Green Linoleum | Asbestos Not Present | Cellulose 45 | Cork |
| 024d | | Layered | Brown Mastic | Asbestos Not Present | NA | Glue |
| 025 | 25-2410 | Homogeneous | Light Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |

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| Analyzed By: Sandy Baker | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------|----------------------------------|------------------------|-------------|
| 026 | 26-2410 | Layered | Blue/Brown Floor Tile | Asbestos Present Chrysotile 4 | NA | Vinyl CaCO3 |
| 026a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 027 | 27-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 90 | Paint |
| 028 | 28-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 90 | Paint |
| 029 | 29-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 90 | Paint |
| 030 | 30-2410 | Layered | White Skim Coat | Asbestos Not Present | NA | CaCO3 Paint |
| 030a | | Layered | Gray Plaster | Asbestos Not Present | Animal Hair 3 | Quartz Sand |

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| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|---------------------|
| 031 | 31-2410 | Layered | White Skim Coat | Asbestos Not Present | NA | CaCO3 Paint |
| 031a | | Layered | Gray Plaster | Asbestos Not Present | Animal Hair | 3 Quartz Sand |
| 032 | 32-2410 | Layered | White Skim Coat | Asbestos Not Present | NA | CaCO3 Paint |
| 032a | | Layered | Gray Plaster | Asbestos Not Present | Animal Hair | 2 Quartz Sand |
| 033 | 33-2410 | Layered | White Skim Coat | Asbestos Not Present | NA | CaCO3 Paint |
| 033a | | Layered | Gray Plaster | Asbestos Not Present | Animal Hair | 2 Quartz Sand |
| 034 | 34-2410 | Homogeneous | Light Gray Plaster | Asbestos Not Present | Cellulose | 2 Quartz Sand Paint |

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| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2410 |

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|-----------------------------------|------------------------|-------------|
| 035 | 35-2410 | Homogeneous | Black Mastic | Asbestos Present Chrysotile 20 | NA | Binder |
| 036 | 36-2410 | Homogeneous | Tan Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 037 | 37-2410 | Homogeneous | Brown Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 038 | 38-2410 | Layered | Blue Linoleum | Asbestos Not Present | Cellulose 60 | Paint Tar |
| 038a | | Layered | Black Mastic | Asbestos Not Present | Cellulose 5 | Tar |
| 039 | 39-2410 | Homogeneous | Black Tar Paper | Asbestos Not Present | Cellulose 60 | Tar |
| 040 | 40-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 90 | Paint |

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| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|-------------|
| 041 | 41-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 90 | Paint |
| 042 | 42-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 90 | Paint |
| 043 | 43-2410 | Homogeneous | Gray Insulation | Asbestos Not Present | Cellulose 100 | |
| 044 | 44-2410 | Homogeneous | Gray Insulation | Asbestos Not Present | Cellulose 100 | |
| 045 | 45-2410 | Homogeneous | Gray Insulation | Asbestos Not Present | Cellulose 100 | |
| 046 | 46-2410 | Homogeneous | Tan/Brown Shingle | Asbestos Not Present | Cellulose 30 | Quartz Tar |
| 047 | 47-2410 | Homogeneous | Tan/Brown Shingle | Asbestos Not Present | Cellulose 30 | Quartz Tar |

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Polarized Light Microscopy Asbestos Analysis Report

Quantem Lab No. 228799

Account Number: B929

Date Received: 11/05/2013

Received By: Joanna Mueller

Date Analyzed: 11/06/2013

Analyzed By: Sandy Baker

Methodology: EPA/600/R-93/116

Client: Harenda Management Group

Jolene Harenda

1237 West Bruce St.

Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2410

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------------------|------------------------|-------------|
| 048 | 48-2410 | Homogeneous | Tan/Brown Shingle | Asbestos Not Present | Cellulose 30 | Quartz Tar |
| 049 | 49-2410 | Homogeneous | Green/Red Shingle | Asbestos Present Chrysotile 5 | Cellulose 30 | Quartz Tar |
| 050 | 50-2410 | Homogeneous | Green/Red Shingle | Asbestos Present Chrysotile 4 | Cellulose 30 | Quartz Tar |
| 051 | 51-2410 | Homogeneous | Gray/Tan Shingle | Asbestos Not Present | Cellulose 30 | Quartz Tar |
| 052 | 52-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | Cellulose 6 | Quartz Sand |
| 053 | 53-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | Cellulose 3 | Quartz Sand |
| 054 | 54-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | Cellulose 3 | Quartz Sand |

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| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|----------------------|----------------------------------|--------------------------------|---------------|
| 055 | 55-2410 | Homogeneous | Gray Plaster | Asbestos Not Present | Cellulose 4 | Quartz Sand |
| 056 | 56-2410 | Homogeneous | Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 057 | 57-2410 | Homogeneous | Gray Window Glazing | Asbestos Not Present | Wollastonite 75 | Binder |
| 058 | 58-2410 | Layered | Tan/Brown Floor Tile | Asbestos Present Chrysotile 7 | NA | Vinyl CaCO3 |
| 058a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Vinyl CaCO3 |
| 059 | 59-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 30 Glass Fiber 30 | Perlite Paint |
| 060 | 60-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 30 Glass Fiber 30 | Perlite Paint |

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Date Received: 11/05/2013

Received By: Joanna Mueller

Date Analyzed: 11/06/2013

Analyzed By: Sandy Baker

Methodology: EPA/600/R-93/116

Client: Harenda Management Group

Jolene Harenda

1237 West Bruce St.

Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2410

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------|-----------------------------------|--------------------------------|--------------------------|
| 061 | 61-2410 | Homogeneous | White Ceiling Tile | Asbestos Not Present | Cellulose 30 Glass Fiber 30 | Perlite Paint |
| 062 | 62-2410 | Homogeneous | Light Gray Insulation | Asbestos Present Chrysotile 75 | NA | Binder |
| 063 | 63-2410 | Layered | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 063a | | Layered | White Sheetrock | Asbestos Not Present | Cellulose 30 | Gypsum |
| 064 | 64-2410 | Homogeneous | White Window Glazing | Asbestos Not Present | NA | CaCO3 Paint |
| 065 | 65-2410 | Homogeneous | Tan Window Glazing | Asbestos Present Chrysotile 40 | NA | CaCO3 Binder Paint |
| 066 | 66-2410 | Homogeneous | Tan Window Glazing | Asbestos Present Chrysotile 10 | NA | CaCO3 Paint |

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Client: Harenda Management Group

Jolene Harenda

1237 West Bruce St.

Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2410

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|----------------------|----------------------------------|------------------------|-------------|
| 067 | 67-2410 | Homogeneous | Black Tar Paper | Asbestos Not Present | Cellulose 60 | Tar |
| 068 | 68-2410 | Layered | Tan/Brown Floor Tile | Asbestos Present Chrysotile 5 | NA | Vinyl CaCO3 |
| 068a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |

Sandy Baker, Analyst

11/6/2013
Date of Report

Unless otherwise noted, upon receipt the condition of the sample was acceptable for analysis.

Quantem is a NVLAP accredited PLM laboratory (Lab Code: 101959-0). This report relates only to the specific items tested. NVLAP accreditation applies only to analysis performed utilizing EPA/600/M4-82-020 and EPA/600/R-93/116 methods. This report may not be used to claim product endorsement by NVLAP or any agency of the US Government. This report may not be reproduced except in full, without the written approval of the laboratory.



LABORATORIES
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ASBESTOS CHAIN OF CUSTODY

2033 Heritage Park Drive, Oklahoma City, OK 73120-7502
(800) 822-1650 • (405) 755-7272 • Fax: (405) 755-2058

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For Lab Use Only
Lab No. 228799
 Accept Reject

Report Results (one box)
 QuanTEM Website
 Other_email

Project Information
 Project Name: DNS
 Project Location: Milwaukee, WI
 Project ID: 13-2000-068.2410
 P.O. Number:

Contact Information
 Company: Harenda Management Group
 Contact: Dean Jacobsen
 Account #: B929
 E-mail: djacobsen@harenda.com
 Phone: (414) 383-4800
 Cell Phone:
 Date:

RELINQUISHED BY: [Signature] DATE & TIME: 11/4/13 1800 VIA: FedEx RECEIVED BY: [Signature] DATE & TIME: 11/5/13 10:00

REQUESTED SERVICES (Please the Appropriate Boxes)

| Sample ID (10 Containers Max) | Color | Description | PLM | | TEM | | TEM | | TURNAROUND TIME |
|---|-------|-------------|---|--|-------------------------------------|---|--|--|---|
| | | | <input type="checkbox"/> Bulk Analysis (EPA 600/R-93/116) | <input type="checkbox"/> Vermiculite Attic Insulation (EPA 600/R-04/004) | <input type="checkbox"/> Air- AHERA | <input type="checkbox"/> Bulk- Presence / Absence EPA600/R-93/116 | <input type="checkbox"/> Air- NIOSH 7402 | <input type="checkbox"/> Bulk- Quantitative [weight%]- Chatfield | |
| <input checked="" type="checkbox"/> 1-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> 24 - Hour |
| <input type="checkbox"/> 2-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 3 - Day |
| <input type="checkbox"/> 3-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 5 - Day |
| <input type="checkbox"/> 4-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <input type="checkbox"/> 5-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <input type="checkbox"/> 6-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <input type="checkbox"/> 7-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <input type="checkbox"/> 8-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <input type="checkbox"/> 9-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <input checked="" type="checkbox"/> 10-2410 | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

| Sample ID (10 Containers Max) | Color | Description | Volume / Area (as applicable) | Comments / Notes |
|----------------------------------|-------|-------------|----------------------------------|------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |



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| Project Information | | Project Name: DNS | Project Location: Milwaukee, WI | |
|----------------------------------|-------------------------------------|-------------------|----------------------------------|------------------|
| Sample ID (40 Characters Max) | To Be Analyzed | Description | Volume / Area (as applicable) | Comments / Notes |
| 11 | <input checked="" type="checkbox"/> | | | |
| 12 | <input type="checkbox"/> | | | |
| 13 | <input type="checkbox"/> | | | |
| 14 | <input type="checkbox"/> | | | |
| 15 | <input type="checkbox"/> | | | |
| 16 | <input type="checkbox"/> | | | |
| 17 | <input type="checkbox"/> | | | |
| 18 | <input type="checkbox"/> | | | |
| 19 | <input type="checkbox"/> | | | |
| 20 | <input type="checkbox"/> | | | |
| 21 | <input type="checkbox"/> | | | |
| 22 | <input type="checkbox"/> | | | |
| 23 | <input type="checkbox"/> | | | |
| 24 | <input type="checkbox"/> | | | |
| 25 | <input type="checkbox"/> | | | |
| 26 | <input type="checkbox"/> | | | |
| 27 | <input type="checkbox"/> | | | |
| 28 | <input type="checkbox"/> | | | |
| 29 | <input type="checkbox"/> | | | |
| 30 | <input checked="" type="checkbox"/> | | | |



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| |
|---|
| For Lab Use Only |
| Lab No. 228799 |
| <input checked="" type="checkbox"/> Accept <input type="checkbox"/> Reject |

| Project Information | | Project Name: DNS | Project Location: Milwaukee, WI | | |
|---------------------|----------------------------------|-------------------|---------------------------------|----------------------------------|------------------|
| No. | Sample ID (10 Characters Max) | Color | Description | Volume / Area (as applicable) | Comments / Notes |
| 31 | 31-2410 | | | | |
| 32 | 32-2410 | | | | |
| 33 | 33-2410 | | | | |
| 34 | 34-2410 | | | | |
| 35 | 35-2410 | | | | |
| 36 | 36-2410 | | | | |
| 37 | 37-2410 | | | | |
| 38 | 38-2410 | | | | |
| 39 | 39-2410 | | | | |
| 40 | 40-2410 | | | | |
| 41 | 41-2410 | | | | |
| 42 | 42-2410 | | | | |
| 43 | 43-2410 | | | | |
| 44 | 44-2410 | | | | |
| 45 | 45-2410 | | | | |
| 46 | 46-2410 | | | | |
| 47 | 47-2410 | | | | |
| 48 | 48-2410 | | | | |
| 49 | 49-2410 | | | | |
| 50 | 50-2410 | | | | |



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For Lab Use Only
 Lab No. 22878
 Accept Reject

| Project Information | | Project Name: DNS | | Project Location: Milwaukee, WI | |
|------------------------------------|-------------------------------|--|-------------|---------------------------------|------------------|
| Company: Harendra Management Group | | Color | | Volume / Area (as applicable) | |
| No. | Sample ID (10 Characters Max) | <input checked="" type="checkbox"/> To Be Analyzed | Description | Volume / Area (as applicable) | Comments / Notes |
| 51 | 512410 | <input checked="" type="checkbox"/> | | | |
| 52 | 52-2410 | <input type="checkbox"/> | | | |
| 53 | 53-2410 | <input type="checkbox"/> | | | |
| 54 | 54-2410 | <input type="checkbox"/> | | | |
| 55 | 55-2410 | <input type="checkbox"/> | | | |
| 56 | 56-2410 | <input type="checkbox"/> | | | |
| 57 | 57-2410 | <input type="checkbox"/> | | | |
| 58 | 58-2410 | <input type="checkbox"/> | | | |
| 59 | 59-2410 | <input type="checkbox"/> | | | |
| 60 | 60-2410 | <input type="checkbox"/> | | | |
| 61 | 61-2410 | <input type="checkbox"/> | | | |
| 62 | 62-2410 | <input type="checkbox"/> | | | |
| 63 | 63-2410 | <input type="checkbox"/> | | | |
| 64 | 64-2410 | <input type="checkbox"/> | | | |
| 65 | 65-2410 | <input type="checkbox"/> | | | |
| 66 | 66-2410 | <input type="checkbox"/> | | | |
| 67 | 67-2410 | <input type="checkbox"/> | | | |
| 68 | 68-2410 | <input checked="" type="checkbox"/> | | | |
| 9 | | <input type="checkbox"/> | | | |
| 0 | | <input type="checkbox"/> | | | |

IX. HMG CERTIFICATION



ASBESTOS INSPECTOR

Issued by

STATE OF WISCONSIN

Dept. of Health Services

Dean T. Jacobsen
W1316781 Kipling Dr
Monkego WI 53150-3401

| | | | |
|----------|-----------------|------------|-------|
| | | 160 lbs | 5'10" |
| AI-14370 | Exp. 12/31/2014 | 12/12/1963 | Male |

Training due by: 12/01/2014



ASBESTOS INSPECTION REPORT

Job Site:

**Two Family Dwelling
2716-18 West Meinecke Street
Milwaukee, Wisconsin**

For:

City of Milwaukee
Department of Neighborhood Services
Attn: Marge Piwaron
841 North Broadway 1st Floor
Milwaukee, Wisconsin 53202-3613

**HMG Report No.: 13-2000-068.2716
Contract No.: 360-13-0745**

Dean Jacobsen
Asbestos Inspector No. AII – 14370

Prepared by:

HARENDA MANAGEMENT GROUP
1237 West Bruce Street
Milwaukee, Wisconsin 53204

November 2013

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I. INTRODUCTION

Harenda Management Group (HMG) was retained by the City of Milwaukee Department of Neighborhood Services to conduct an inspection for possible asbestos containing materials in the dwelling at 2716-18 West Meinecke Street, Milwaukee, Wisconsin.

The inspection included plaster, texture, floor tile, flue packing, duct paper, cardboard pipe insulation, fittings, tape wrap, window glazing compound, linoleum, ceramic tile, blown in insulation, asphalt roofing, joint compound patches, paper insulation, caulk, and mastics to determine if asbestos containing materials were present within the space as required by *US EPA NESHAP regulation 40 CFR 61 Subpart M*.

II. BUILDING SURVEY

Chris Kraco, of the City of Milwaukee Department of Neighborhood Services, authorized HMG to conduct a building survey and to analyze samples taken during the inspection.

On November 4, 2013, HMG conducted an asbestos inspection of a two family dwelling, scheduled for mechanical demolition, located at 2716-18 West Meinecke Street, Milwaukee, Wisconsin. The inspection was conducted by Dean Jacobsen, Wisconsin License No. AII – 14370.

The inspection was comprised of three elements:

1. A visual determination as to the extent of suspect materials within the building.
2. Sampling and documentation of observable suspect materials.
3. Quantification of observable positive materials existing within the spaces.

The results of the survey integrated with the Polarized Light Microscopy with Dispersion Staining (PLM/DS) analysis of bulk samples taken are outlined in this document. If you have any questions please contact HMG at (414) 383-4800.

III. THE LABORATORY

A. METHOD OF ANALYSIS

Analysis is performed by using the bulk samples for visual observation and slide preparation(s) for microscopical examination and identification. The slides are analyzed for asbestos (chrysotile, amosite, crocidolite, anthophyllite, and actinolite/ tremolite), fibrous non asbestos constituents (mineral wool, paper, etc.), and nonfibrous constituents. Asbestos is identified by refractive indices (obtained by using dispersion staining), morphology, color, pleochroism, birefringence, extinction characteristics, and signs of elongation. The same characteristics are used to identify the non asbestos constituents.

The microscopist visually estimates relative amounts of each constituent using a stereoscope if necessary. The test results are based on a visual determination of relative volume of the bulk

sample components. The results are valid only for the item tested. Current US EPA NESHAP regulations state asbestos materials means material containing more than 1% asbestos as determined using the method specified in Appendix E, Subpart E, 40 CFR Part 763 Section I, Polarized Light Microscopy. Refer to 29 CFR 1926.1101 (Construction) and 29 CFR 1910.1001 (General Industry) for specific OSHA requirements.

IV. FINDINGS AND OBSERVATIONS

The materials identified as suspect asbestos containing materials (ACM) include plaster, texture, floor tile, flue packing, duct paper, cardboard pipe insulation, fittings, tape wrap, window glazing compound, linoleum, ceramic tile, blown in insulation, asphalt roofing, joint compound patches, paper insulation, caulk, and mastics. These materials were sampled and the following results were noted:

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|---|--------------------------------|---------------------------|------------------|
| 1-2716a | 1 st floor – front entry – top layer – 12” gray floor tile | Negative | N/A | MF12y |
| 1-2716b | 1 st floor – front entry – bottom layer – beige linoleum | Negative | N/A | MFLe |
| 1-2716b | 1 st floor – front entry – bottom layer – under linoleum – yellow mastic | Negative | N/A | MFLe |
| 2-2716 | 1 st floor – bathroom – top layer – linoleum backing | Negative | N/A | MFLback |
| 3-2716a | 1 st floor – bathroom – under plywood – tan and gray linoleum | Negative | N/A | MFLty |
| 3-2716b | 1 st floor – bathroom – under linoleum – brown mastic | Negative | N/A | MFLty |
| 4-2716 | 1 st floor – north bedroom closet – 12” beige and blue floor tile | Negative | N/A | MF12eb |
| 5-2716 | Basement – on west side of chimney – white flue packing | Positive 30% Chrysotile | 2 Sq. Ft. | TFPw |
| 6-2716 | Basement – on east side of chimney – gray flue packing | Negative | N/A | TFPy |
| 7-2716 | Basement – on south side of chimney – light gray flue packing | Negative | N/A | TFPylight |
| 8-2716 | Basement – west side – on return – duct paper <i>Duct paper seen on all wall vents</i> | Positive 75% Chrysotile | 50 Sq. Ft. | TDW |
| 9-2716 | 2 nd floor – kitchen – on west wall vent – duct paper | Positive 70% Chrysotile | Reference 8-2716 | TDW |
| 10-2716 | 1 st floor – dining room – on west wall vent – duct paper | Positive 70% Chrysotile | Reference 8-2716 | TDW |
| 11-2716a | Basement – west side - <5” diameter cardboard pipe insulation | Positive 65% Chrysotile | 25 Ln. Ft. | TC5 |
| 11-2716a | Basement – west side - pipe insulation warp | Negative | N/A | TC5 |
| 12-2716 | Basement – southwest - pipe insulation warp | Negative | N/A | TC5 |
| 13-2716a | Basement – southwest - <5” diameter cardboard pipe insulation | Positive 70% Chrysotile | Reference 11-2716a | TC5 |
| 13-2716a | Basement – south - pipe insulation warp | Negative | N/A | TC5 |
| 14-2716 | Basement – southwest - <5” diameter pipe insulation fitting | Positive 15% Chrysotile | 2 Fittings | TF5 |

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|---|--------------------------------|----------------------|------------------|
| 15-2716a | Basement – north side – ceiling – plaster skim coat | Negative | N/A | SPI |
| 15-2716b | Basement – north side – ceiling – plaster basecoat | Negative | N/A | SPI |
| 16-2716a | 2 nd floor – front stair – north wall – patch layer | Negative | N/A | SPI |
| 16-2716b | 2 nd floor – front stair – north wall – plaster skim coat | Negative | N/A | SPI |
| 16-2716c | 2 nd floor – front stair – north wall – plaster basecoat | Negative | N/A | SPI |
| 17-2716 | Attic – east room – ceiling – plaster | Negative | N/A | SPI |
| 18-2716 | Attic – south room – south wall – plaster | Negative | N/A | SPI |
| 19-2716 | 1 st floor – pantry – east wall – plaster | Negative | N/A | SPI |
| 20-2716 | 1 st floor – living room – south wall – plaster | Negative | N/A | SPI |
| 21-2716 | 1 st floor – south bedroom – west wall – plaster | Negative | N/A | SPI |
| 22-2716 | Basement – southwest – on water pipe – black tape wrap | Positive 20% Chrysotile | 1 Ln. Ft. | TTWk |
| 23-2716 | Basement – east window – glazing compound | Negative | N/A | MPG |
| 24-2716 | 2 nd floor – living room – south window – glazing compound | Negative | N/A | MPG |
| 25-2716 | Attic – east window – glazing compound | Negative | N/A | MPG |
| 26-2716 | Basement – stair – on steps – gray linoleum | Negative | N/A | MFLy |
| 27-2716 | 1 st floor – rear stair – on bottom steps – brown linoleum | Negative | N/A | MFLn |
| 28-2716a | 2 nd floor – rear stair – on landing – gold and gray linoleum | Negative | N/A | MFLdy |
| 28-2716b | 2 nd floor – rear stair – on steps – under linoleum – yellow mastic | Negative | N/A | MFLdy |
| 29-2716a | 2 nd floor – rear stair – on steps – stair tread | Negative | N/A | MST |
| 29-2716b | 2 nd floor – rear stair – on steps – under stair tread – white mastic | Negative | N/A | MST |
| 30-2716a | 2 nd floor – kitchen closet – floor – tan ceramic tile | Negative | N/A | MCTMt |
| 30-2716b | 2 nd floor – kitchen closet – floor – grout | Negative | N/A | MCTMt |
| 30-2716c | 2 nd floor – kitchen closet – floor – under ceramic tile – mortar | Negative | N/A | MCTMt |
| 31-2716 | 2 nd floor – north bedroom closet – under carpet – linoleum backing #2 | Positive 30% Chrysotile | 20 Sq. Ft. | MFLback2 |
| 32-2716a | 2 nd floor – hall floor – pink ceramic tile | Negative | N/A | MCTMp |
| 32-2716b | 2 nd floor – hall floor – grout | Negative | N/A | MCTMp |
| 32-2716c | 2 nd floor – hall floor – under ceramic tile – mortar | Negative | N/A | MCTMp |
| 33-2716a | 2 nd floor – bathroom – west side – cream and gray linoleum | Negative | N/A | MFLcy |
| 33-2716b | 2 nd floor – bathroom – west side – under linoleum – yellow mastic | Negative | N/A | MFLcy |
| 34-2716 | 2 nd floor – bathroom – at toilet – cream linoleum | Positive 30% Chrysotile | 5 Sq. Ft. | MFLc |
| 35-2716a | 2 nd floor – bathroom – on south wall – blue and white ceramic tile | Negative | N/A | MCTMbw |
| 35-2716b | 2 nd floor – bathroom – on south wall – under ceramic tile – yellow mastic | Negative | N/A | MCTMbw |
| 35-2716c | 2 nd floor – bathroom – on south wall – grout | Negative | N/A | MCTMbw |
| 36-2716a | 2 nd floor – bathroom – on north wall – blue and white ceramic tile | Negative | N/A | MCTMbw |

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|---|----------|----------------------|------------------|
| 36-2716b | 2 nd floor – bathroom – on north wall – under ceramic tile – yellow mastic | Negative | N/A | MCTMbw |
| 37-2716a | 1 st floor – bathroom – on south wall – blue and white ceramic tile | Negative | N/A | MCTMbw |
| 37-2716b | 1 st floor – bathroom – on south wall – grout | Negative | N/A | MCTMbw |
| 38-2716 | 2 nd floor – dining room entry – green and white linoleum | Negative | N/A | MFLgw |
| 39-2716a | 2 nd floor – living room – west wall – joint compound 1 | Negative | N/A | MDW |
| 39-2716b | 2 nd floor – living room – west wall – joint compound 2 | Negative | N/A | MDW |
| 39-2716c | 2 nd floor – living room – west wall – drywall | Negative | N/A | MDW |
| 40-2716a | 2 nd floor – dining room – north wall – joint compound | Negative | N/A | MDW |
| 40-2716b | 2 nd floor – dining room – north wall – drywall | Negative | N/A | MDW |
| 41-2716a | 1 st floor – kitchen – south wall – joint compound | Negative | N/A | MDW |
| 41-2716b | 1 st floor – kitchen – south wall – drywall | Negative | N/A | MDW |
| 42-2716 | 2 nd floor – rear stair – ceiling – texture | Negative | N/A | STX |
| 43-2716 | 1 st floor – dining room – west wall – texture | Negative | N/A | STX |
| 44-2716 | 1 st floor – living room – east wall – texture | Negative | N/A | STX |
| 45-2716a | 1 st floor – pantry – 12” tan floor tile | Negative | N/A | MF12t |
| 45-2716b | 1 st floor – pantry – under floor tile – yellow mastic | Negative | N/A | MF12t |
| 46-2716a | 1 st floor – kitchen – north side – 12” tan floor tile | Negative | N/A | MF12t |
| 46-2716b | 1 st floor – kitchen – north side – under floor tile – yellow mastic | Negative | N/A | MF12t |
| 47-2716a | 1 st floor – kitchen – south side – 12” tan floor tile | Negative | N/A | MF12t |
| 47-2716b | 1 st floor – kitchen – south side – under floor tile – yellow mastic | Negative | N/A | MF12t |
| 48-2716 | 2 nd floor – bathroom – south wall – texture #2 | Negative | N/A | STX |
| 49-2716 | 2 nd floor – north bedroom – ceiling – texture #2 | Negative | N/A | STX |
| 50-2716 | 1 st floor – north bedroom – ceiling – texture #2 | Negative | N/A | STX |
| 51-2716 | Attic – south side – under floor – blown in insulation | Negative | N/A | MBI |
| 52-2716 | Roof – southwest – bottom layer – black asphalt shingle | Negative | N/A | MRSk |
| 53-2716 | Roof – east – bottom layer – black asphalt shingle | Negative | N/A | MRSk |
| 54-2716 | Roof – northwest – bottom layer – black asphalt shingle | Negative | N/A | MRSk |
| 55-2716 | Roof – southwest – 3 rd layer – blue asphalt shingle | Negative | N/A | MRSk |
| 56-2716 | Roof – east – 3 rd layer – blue asphalt shingle | Negative | N/A | MRSk |
| 57-2716 | Roof – northwest – 3 rd layer – blue asphalt shingle | Negative | N/A | MRSk |
| 58-2716 | Roof – southwest – 2 nd layer – tan asphalt shingle | Negative | N/A | MRSk |
| 59-2716 | Roof – east – 2 nd layer – tan asphalt shingle | Negative | N/A | MRSk |
| 60-2716 | Roof – northwest – 2 nd layer – tan asphalt shingle | Negative | N/A | MRSk |
| 61-2716 | Roof – southwest – top layer – white asphalt shingle | Negative | N/A | MRSk |
| 62-2716 | Roof – east – top layer – white asphalt shingle | Negative | N/A | MRSk |

| Sample # | Location and Description | Results | Approximate Quantity | Homogeneous Code |
|----------|---|----------|----------------------|------------------|
| 63-2716 | Roof – northwest – top layer – white asphalt shingle | Negative | N/A | MRSk |
| 64-2716 | Attic – on chimney – tan linoleum | Negative | N/A | MFLt |
| 65-2716 | 2 nd floor – rear stair – west wall – joint compound patch | Negative | N/A | MJC |
| 66-2716 | 1 st floor – dining room – east wall – joint compound patch | Negative | N/A | MJC |
| 67-2716 | 1 st floor – living room – north wall – joint compound patch | Negative | N/A | MJC |
| 68-2716 | Exterior – around doors – paper insulation | Negative | N/A | MPI |
| 69-2716 | Exterior – at base of window casing – caulk | Negative | N/A | MCLK |
| 70-2716 | Quality assurance/quality control sample of 2-2716 | Negative | N/A | QA/QC |
| 71-2716a | Quality assurance/quality control sample of 3-2716a | Negative | N/A | QA/QC |
| 71-2716b | Quality assurance/quality control sample of 3-2716b | Negative | N/A | QA/QC |

Notes: N/A = Not Applicable
Sq. Ft. = Square Feet
Ln. Ft. = Linear Feet

Homogeneous Material Codes

| | |
|---------|-----------------------------|
| SPI | Plaster |
| STX | Texture |
| STX2 | Texture #2 |
| MPG | Glazing Compound |
| MF12y | 12" Gray Floor Tile |
| MF12eb | 12" Beige & Blue Floor Tile |
| MF12t | 12" Tan Floor Tile |
| MFLe | Beige Linoleum |
| MFback | Linoleum Backing |
| MFback2 | Linoleum Backing #2 |
| MFLty | Tan & Gray Linoleum |
| MFLy | Gray Linoleum |
| MFLn | Brown Linoleum |
| MFLdy | Gold & Gray Linoleum |
| MFLcy | Cream & Fray Linoleum |
| MFLc | Cream Linoleum |
| MFLgw | Green & White Linoleum |
| MFLt | Tan Linoleum |
| MST | Stair Tread |
| MCTMt | Tan Ceramic Tile |
| MCTMp | Pink Ceramic Tile |
| MCTMbw | Blue & White Ceramic Tile |
| MBI | Blown in Insulation |
| MDW | Drywall/Joint Compound |
| MRSk | Black Asphalt Shingle |
| MRSb | Blue Asphalt Shingle |
| MRSt | Tan Asphalt Shingle |
| MRSw | White Asphalt Shingle |
| MJC | Joint Compound |
| MPI | Paper Insulation |
| MCLK | Caulk |

| | |
|-----------|--|
| TFPw | White Flue Packing |
| TFPy | Gray Flue Packing |
| TFPyLight | Light Gray Flue Packing |
| TC5 | <5" Diameter Cardboard Pipe Insulation |
| TF5 | <5" Diameter Pipe Insulation Fitting |
| TDW | Duct Paper |
| TTWk | Black Tape Wrap |

Note#1: Category I – Non-Friable Asbestos Containing Materials may become friable during mechanical demolition activities or maybe considered friable prior to demolition activities due to its current condition.

Note#2: If additional materials are discovered during demolition that are not listed above they are to be assumed to be asbestos containing.

Note#3: A copy of this report should be transmitted to the demolition contractor.

Note#4: Estimated cost for asbestos removal\$2,000.00

V. EXCLUSIONS

No visible or accessible areas were excluded from the scope of work.

HMG is not and shall not represent the building owner as its agent or representative for the purpose of the US EPA/NESHAP and/or the WDNR/NR447 regulations, as owner/operator.

This report represents the condition of the building and its visible/accessible suspect asbestos containing materials at the date and the times of the onsite inspection. Hidden materials or those materials that could be present at the point of inspection, over and above those stated in the inspection report, are the responsibility of the building owner and the demolition contractor.

VI. LIMITATIONS

The care and skill given to our procedures insures the most reliable test results possible. HMG utilizes Quantem Laboratories for our Polarized Light Microscopy, unless otherwise specified by the client. The findings and conclusions of HMG represent our professional opinions extrapolated from limited data. Significant limited data is gathered during the course of the preliminary asbestos specific site assessment. No other warranty is expressed or implied. Prior to any abatement or renovation activities, it is recommended that HMG be provided the opportunity to review such plans in order that the inspection and assessments contained herein are properly interpreted and implemented.

This report and the information contained herein are prepared for the sole and exclusive use and possession of the City of Milwaukee Department of Neighborhood Services. No other person or entity may rely on this report or any information contained herein. Any dissemination of the Report or any information contained herein is strictly prohibited without prior written authorization from Harenda Management Group.

VII. PRE-DEMOLITION ENVIRONMENTAL CHECKLIST

This guide lists materials and products commonly found in buildings with examples. It is not intended as a substitute for reading the rules and statutes and making your own independent determination of their applicability to your demolition project. These examples presented here do not represent an exhaustive listing of types of materials that may be required to be removed from the building prior to demolition.

ASBESTOS

Persons conducting inspections for asbestos must hold a valid asbestos inspector certification card issued by the State of Wisconsin, Dept. of Health & Family Services. **Please follow the Asbestos Inspection and Sampling Protocol for Buildings to be Demolished or Renovated.**

CFCs and HALONS

Equipment that may contain CFCs and Halons:

| | |
|------------|--|
| <u>N/A</u> | Air Conditioners (roof top, room, and central) |
| <u>N/A</u> | Dehumidifiers |
| <u>N/A</u> | Heat Pumps |
| <u>N/A</u> | Refrigerators, Freezers, Chillers |
| <u>N/A</u> | Vending Machines, Food Display Cases |
| <u>N/A</u> | Walk-in Coolers |
| <u>N/A</u> | Water Fountains (bubblers) |
| <u>N/A</u> | Fire Extinguishers (both portable and installed HALON suppression systems) |
| <u>N/A</u> | Water Coolers |

LEAD

Lead or Lead Based Paint (LBP) is common in many older buildings. When recycling construction and demolition debris, be aware that wood containing lead paint may not be chipped and spread for landscaping. State law also prohibits the sale or transfer of any fixture or other object containing LBP that might be placed upon any surface of a dwelling, which is ordinarily accessible to children.

MERCURY

Products that may contain mercury:

LIGHTING

| | |
|------------|--|
| <u>2</u> | Fluorescent Lights – 2 nd Floor Hall |
| <u>N/A</u> | High Intensity Discharge -Metal Halide -High Pressure Sodium -Mercury Vapor |
| <u>N/A</u> | Neon |
| <u>N/A</u> | Switches for lighting using mercury relays -Look for any control associated with exterior or automated lighting systems such as "Silent" wall switches. |

HVAC

Check thermostats and any control associated with air handling units for switches containing mercury.

HEATING, VENTILATING AND AIR CONDITIONING SYSTEMS

| | |
|------------|---|
| <u>1</u> | Old Thermostats – 2 nd Floor Dining Room |
| <u>N/A</u> | Aquastats |
| <u>N/A</u> | Firestats |
| <u>N/A</u> | Manometers |
| <u>N/A</u> | Thermometers |

BOILERS, FURNACES, HEATERS AND TANKS

| | |
|------------|---------------------------------------|
| <u>N/A</u> | Mercury Flame Sensors by pilot lights |
| <u>N/A</u> | Manometers, Thermometers, Gauges |
| <u>N/A</u> | Pressure-trol |
| <u>N/A</u> | Float or Level Controls |
| <u>N/A</u> | Space Heaters |

ELECTRICAL SYSTEMS – 1 Electric Meter in 1st Floor Kitchen. 1 Breaker Box in 2nd Floor North Bedroom. 2 Breaker Boxes in Basement

- N/A Load Meters and Supply Relays
- N/A Phase Splitters
- N/A Microwave Relays
- N/A Mercury Displacement Relays

PCBs

For electrical devices manufactured prior to 1987, it is safe to assume that they contain PCBs and should be managed accordingly. Most equipment manufactured after this time will say "PCB Free". The following is a list of areas in a building where PCBs may be found:

- N/A Transformers
- N/A Capacitors (appliances, electronic equipment)
- N/A Heat Transfer Equipment
- N/A Light Ballasts
- N/A Specialty Paints (such as for swimming pools or other industrial applications)
- N/A Sumps or Oil Traps (in maintenance and industrial facilities)

OTHER ENVIRONMENTAL ISSUES

- N/A Hazardous Waste
- N/A Oil Tanks –
- N/A Well Abandonment
- N/A Junk Auto Tires
- N/A Junk Vehicles

* 2 Gas Meters on Exterior

VIII. LABORATORY RESULTS



2033 Heritage Park Drive / Oklahoma City, OK 73120 / (405) 755-7272 / Fax (405) 755-2058

Polarized Light Microscopy Asbestos Analysis Report

| | |
|-------------------------------|----------------------------------|
| QuantEM Lab No. 228798 | Client: Harenda Management Group |
| Account Number: B929 | Jolene Harenda |
| Date Received: 11/05/2013 | 1237 West Bruce St. |
| Received By: Barbara Holder | Milwaukee, WI 53204 |
| Date Analyzed: 11/05/2013 | Project: DNS |
| Analyzed By: Gayle Ooten | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2716 |

| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------------|----------------------|------------------------|------------------|
| 001 | 1-2716 | Layered | Gray Floor Tile | Asbestos Not Present | Synthetic | 2 Vinyl CaCO3 |
| 001a | | Layered | Yellow Sheet Vinyl | Asbestos Not Present | Cellulose | 20 Vinyl |
| 001b | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 002 | 2-2716 | Homogeneous | Gray Sheet Vinyl Backing | Asbestos Not Present | Cellulose | 60 Binder |
| 003 | 3-2716 | Layered | Cream Sheet Vinyl | Asbestos Not Present | Cellulose | 20 Vinyl |
| 003a | | Layered | Brown Mastic | Asbestos Not Present | NA | Glue |
| 004 | 4-2716 | Homogeneous | Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |

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| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|-----------------------------------|------------------------|-----------------|
| 005 | 5-2716 | Homogeneous | Gray Insulation | Asbestos Present Chrysotile 30 | NA | CaCO3 |
| 006 | 6-2716 | Homogeneous | Tan Plaster | Asbestos Not Present | NA | Quartz CaCO3 |
| 007 | 7-2716 | Homogeneous | Tan Plaster | Asbestos Not Present | NA | Quartz CaCO3 |
| 008 | 8-2716 | Homogeneous | Gray Insulation | Asbestos Present Chrysotile 75 | Cellulose 20 | Binder |
| 009 | 9-2716 | Homogeneous | Gray Insulation | Asbestos Present Chrysotile 70 | Cellulose 20 | Binder |
| 010 | 10-2716 | Homogeneous | Gray Insulation | Asbestos Present Chrysotile 70 | Cellulose 20 | Binder |
| 011 | 11-2716 | Layered | Gray Insulation | Asbestos Present Chrysotile 65 | Cellulose 20 | Binder |

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| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|-----------------------------------|------------------------|-----------------|
| 011a | | Layered | Brown Insulation | Asbestos Not Present | Cellulose 99 | Binder |
| 012 | 12-2716 | Homogeneous | Brown Insulation | Asbestos Not Present | Cellulose 99 | Binder |
| 013 | 13-2716 | Layered | Gray Insulation | Asbestos Present Chrysotile 70 | Cellulose 20 | Binder |
| 013a | | Layered | Brown Insulation | Asbestos Not Present | Cellulose 99 | Binder |
| 014 | 14-2716 | Homogeneous | Gray Insulation | Asbestos Present Chrysotile 15 | NA | CaCO3 |
| 015 | 15-2716 | Layered | White Skim Coat | Asbestos Not Present | NA | CaCO3 |
| 015a | | Layered | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 |

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| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|--------------------------|
| 016 | 16-2716 | Layered | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 016a | | Layered | White Skim Coat | Asbestos Not Present | NA | Quartz CaCO3 |
| 016b | | Layered | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 |
| 017 | 17-2716 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 Paint |
| 018 | 18-2716 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 Paint |
| 019 | 19-2716 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 Paint |
| 020 | 20-2716 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 Paint |

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| Analyzed By: Gayle Ooten | Project Location: Milwaukee, WI |
| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2716 |

| QuanTEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|----------------------|-----------------------------------|------------------------|--------------------------|
| 021 | 21-2716 | Homogeneous | Gray Plaster | Asbestos Not Present | NA | Quartz CaCO3 Paint |
| 022 | 22-2716 | Homogeneous | Black Gasket | Asbestos Present Chrysotile 20 | NA | Tar Binder |
| 023 | 23-2716 | Homogeneous | White Window Glazing | Asbestos Not Present | NA | CaCO3 |
| 024 | 24-2716 | Homogeneous | White Window Glazing | Asbestos Not Present | NA | CaCO3 |
| 025 | 25-2716 | Homogeneous | White Window Glazing | Asbestos Not Present | NA | CaCO3 |
| 026 | 26-2716 | Homogeneous | Gray Linoleum | Asbestos Not Present | Cellulose 25 | Tar |
| 027 | 27-2716 | Homogeneous | Gray Linoleum | Asbestos Not Present | Cellulose 25 | Tar |

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Polarized Light Microscopy Asbestos Analysis Report

Quantem Lab No. 228798

Account Number: B929

Date Received: 11/05/2013

Received By: Barbara Holder

Date Analyzed: 11/05/2013

Analyzed By: Gayle Ooten

Methodology: EPA/600/R-93/116

Client: Harenda Management Group

Jolene Harenda

1237 West Bruce St.

Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2716

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|------------------------|----------------------|------------------------------|--------------|
| 028 | 28-2716 | Layered | Yellow Sheet Vinyl | Asbestos Not Present | Cellulose 10 Synthetic 10 | Vinyl |
| 028a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 029 | 29-2716 | Layered | Brown Cove Base | Asbestos Not Present | NA | CaCO3 Binder |
| 029a | | Layered | Cream Cove Base Mastic | Asbestos Not Present | NA | Glue |
| 030 | 30-2716 | Layered | Beige Ceramic Tile | Asbestos Not Present | NA | Clay |
| 030a | | Layered | White Grout | Asbestos Not Present | NA | CaCO3 |
| 030b | | Layered | Tan Grout | Asbestos Not Present | NA | Quartz CaCO3 |

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| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2716 |

| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------------|-----------------------------------|------------------------|-----------------|
| 031 | 31-2716 | Homogeneous | Gray Sheet Vinyl Backing | Asbestos Present Chrysotile 30 | Cellulose 45 | Binder |
| 032 | 32-2716 | Layered | Beige Ceramic Tile | Asbestos Not Present | NA | Clay |
| 032a | | Layered | Gray Grout | Asbestos Not Present | NA | Quartz CaCO3 |
| 032b | | Layered | Tan Grout | Asbestos Not Present | NA | Quartz CaCO3 |
| 033 | 33-2716 | Layered | Gray Sheet Vinyl | Asbestos Not Present | Cellulose 15 | Vinyl |
| 033a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 034 | 34-2716 | Homogeneous | Gray Sheet Vinyl | Asbestos Present Chrysotile 25 | NA | Vinyl |

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| Methodology: EPA/600/R-93/116 | Project Number: 13-2000-068.2716 |

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|-----------------------|----------------------|------------------------|---------------|
| 035 | 35-2716 | Layered | Blue Ceramic Tile | Asbestos Not Present | NA | Clay |
| 035a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |
| 035b | | Layered | White Grout | Asbestos Not Present | NA | CaCO3 |
| 036 | 36-2716 | Layered | Blue Ceramic Tile | Asbestos Not Present | NA | Clay |
| 036a | | Layered | Cream Mastic | Asbestos Not Present | NA | Glue |
| 037 | 37-2716 | Layered | White Ceramic Tile | Asbestos Not Present | NA | Clay |
| 037a | | Layered | Gray Mastic | Asbestos Not Present | NA | Glue CaCO3 |

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| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|----------------------|----------------------|------------------------|-------------|
| 037b | | Layered | White Grout | Asbestos Not Present | NA | CaCO3 |
| 038 | 38-2716 | Homogeneous | Gray Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 039 | 39-2716 | Layered | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 039a | | Layered | White Joint Compound | Asbestos Not Present | NA | CaCO3 |
| 039b | | Layered | White Sheetrock | Asbestos Not Present | Cellulose 20 | Gypsum |
| 040 | 40-2716 | Layered | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 040a | | Layered | White Sheetrock | Asbestos Not Present | Cellulose 25 | Gypsum |

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| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|----------------|
| 041 | 41-2716 | Layered | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 041a | | Layered | White Sheetrock | Asbestos Not Present | Cellulose 20 | Gypsum |
| 042 | 42-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 043 | 43-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 044 | 44-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 045 | 45-2716 | Layered | Tan Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 045a | | Layered | Yellow Mastic | Asbestos Not Present | NA | Glue |

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| QuanTEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|-------------|
| 046 | 46-2716 | Layered | Tan Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 046a | | Layered | Black Mastic | Asbestos Not Present | Cellulose 5 | Tar |
| 047 | 47-2716 | Layered | Tan Floor Tile | Asbestos Not Present | NA | Vinyl CaCO3 |
| 047a | | Layered | Black Tar Paper | Asbestos Not Present | Cellulose 60 | Tar |
| 048 | 48-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 049 | 49-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 Paint |
| 050 | 50-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 Paint |

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| QuantEM Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|-------------|
| 051 | 51-2716 | Homogeneous | Brown Insulation | Asbestos Not Present | Glass Fiber 99 | Binder |
| 052 | 52-2716 | Homogeneous | Black Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 053 | 53-2716 | Homogeneous | Black Tar Paper | Asbestos Not Present | Cellulose 60 | Tar |
| 054 | 54-2716 | Homogeneous | Black Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 055 | 55-2716 | Homogeneous | Black Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 056 | 56-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 057 | 57-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |

Unless otherwise noted, upon receipt the condition of the sample was acceptable for analysis.

QuantEM is a NVLAP accredited PLM laboratory (Lab Code: 101959-0). This report relates only to the specific items tested. NVLAP accreditation applies only to analysis performed utilizing EPA/600/M4-82-020 and EPA/600/R-93/116 methods. This report may not be used to claim product endorsement by NVLAP or any agency of the US Government. This report may not be reproduced except in full, without the written approval of the laboratory.



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Polarized Light Microscopy Asbestos Analysis Report

Quantem Lab No. 228798

Account Number: B929

Date Received: 11/05/2013

Received By: Barbara Holder

Date Analyzed: 11/05/2013

Analyzed By: Gayle Ooten

Methodology: EPA/600/R-93/116

Client: Harena Management Group

Jolene Harena

1237 West Bruce St.

Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2716

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|-------------|
| 058 | 58-2716 | Homogeneous | Black Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 059 | 59-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 060 | 60-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 061 | 61-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 062 | 62-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 063 | 63-2716 | Homogeneous | Gray Shingle | Asbestos Not Present | Cellulose 20 | Quartz Tar |
| 064 | 64-2716 | Homogeneous | Beige Sheet Vinyl | Asbestos Not Present | Cellulose 25 | Vinyl |

Unless otherwise noted, upon receipt the condition of the sample was acceptable for analysis.

Quantem is a NVLAP accredited PLM laboratory (Lab Code: 101959-0). This report relates only to the specific items tested. NVLAP accreditation applies only to analysis performed utilizing EPA/600/M4-82-020 and EPA/600/R-93/116 methods. This report may not be used to claim product endorsement by NVLAP or any agency of the US Government. This report may not be reproduced except in full, without the written approval of the laboratory.



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Polarized Light Microscopy Asbestos Analysis Report

Quantem Lab No. 228798

Account Number: B929

Date Received: 11/05/2013

Received By: Barbara Holder

Date Analyzed: 11/05/2013

Analyzed By: Gayle Ooten

Methodology: EPA/600/R-93/116

Client: Harenda Management Group

Jolene Harenda

1237 West Bruce St.

Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2716

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|--------------------------|----------------------|------------------------|-------------|
| 065 | 65-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 |
| 066 | 66-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 |
| 067 | 67-2716 | Homogeneous | White Texture | Asbestos Not Present | NA | CaCO3 |
| 068 | 68-2716 | Homogeneous | Brown Paper | Asbestos Not Present | Cellulose 100 | |
| 069 | 69-2716 | Homogeneous | Gray Caulk | Asbestos Not Present | NA | Binder |
| 070 | 70-2716 | Homogeneous | Gray Sheet Vinyl Backing | Asbestos Not Present | Synthetic 45 | Binder |
| 071 | 71-2716 | Layered | Beige Sheet Vinyl | Asbestos Not Present | Cellulose 20 | Vinyl |

Unless otherwise noted, upon receipt the condition of the sample was acceptable for analysis.

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Polarized Light Microscopy Asbestos Analysis Report

Quantem Lab No. 228798

Account Number: B929

Date Received: 11/05/2013

Received By: Barbara Holder

Date Analyzed: 11/05/2013

Analyzed By: Gayle Ooten

Methodology: EPA/600/R-93/116

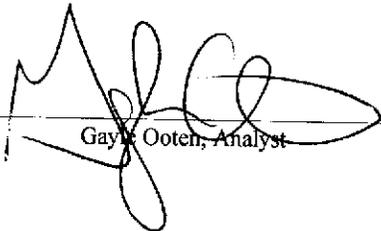
Client: Harenda Management Group
Jolene Harenda
1237 West Bruce St.
Milwaukee, WI 53204

Project: DNS

Project Location: Milwaukee, WI

Project Number: 13-2000-068.2716

| Quantem Sample ID | Client Sample ID | Composition | Color / Description | Asbestos (%) | Non-Asbestos Fiber (%) | Non Fibrous |
|-------------------|------------------|-------------|---------------------|----------------------|------------------------|-------------|
| 071a | | Layered | Brown Mastic | Asbestos Not Present | NA | Glue |


Gayle Ooten, Analyst

11/6/2013
Date of Report

Unless otherwise noted, upon receipt the condition of the sample was acceptable for analysis.

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www.QuanTEM.com

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For Lab Use Only
 Lab No. 228798
 Accept Reject

Report Results one box
 QuanTEM Website
 Other_email

Project Information
 Project Name: DNS
 Project Location: Milwaukee, WI
 Project ID: 13-2000-068.2716
 P.O. Number:

Contact Information
 Company: Harenda Management Group
 Contact: Dean Jacobsen
 Account #: B929
 Phone: (414) 383-4800
 Cell Phone:
 E-mail: djacobsen@harenda.com
 Date:

| | | | | |
|---------------------------------------|------------------------------------|---------------------|-----------------------------------|----------------------------------|
| RELINQUISHED BY <u>[Signature]</u> | DATE & TIME <u>11/9/13 1800</u> | VIA <u>FedEx</u> | RECEIVED BY <u>[Signature]</u> | DATE & TIME <u>10/9 11513</u> |
|---------------------------------------|------------------------------------|---------------------|-----------------------------------|----------------------------------|

REQUESTED SERVICES (Please check the Appropriate Boxes)

| | | | | |
|--|--|--|--|--|
| <input checked="" type="checkbox"/> Bulk Analysis (EPA 600/R-93/116) | <input type="checkbox"/> Vermiculite Attic Insulation (EPA 600/R-04/004) | <input type="checkbox"/> Air- AHERA | <input type="checkbox"/> Bulk- Presence / Absence EPA600/R-93/116 | <input type="checkbox"/> Turnaround Time Rush |
| <input type="checkbox"/> 400 Point Count | <input type="checkbox"/> Other | <input type="checkbox"/> Air- NIOSH 7402 | <input type="checkbox"/> Bulk- Quantitative [weight%]- Chatfield | <input type="checkbox"/> Same Day |
| <input type="checkbox"/> 1000 Point Count | <input type="checkbox"/> PCM | <input type="checkbox"/> Air- ISO 10312 | <input type="checkbox"/> Dust- Presence / Absence | <input checked="" type="checkbox"/> 24 - Hour |
| <input type="checkbox"/> Gravimetric Preparation | <input type="checkbox"/> NIOSH 7400 | <input type="checkbox"/> Drinking Water- EPA 100.2 | <input type="checkbox"/> Dust- Quantitative [fibers/sq.cm]- ASTM D5755 | <input type="checkbox"/> 3 - Day |
| <input type="checkbox"/> Particle ID | | <input type="checkbox"/> Waste Water- EPA 600/4-83-043 | <input type="checkbox"/> Other | <input type="checkbox"/> 5 - Day |

| To Be Analyzed | Description | Volume / Area (as applicable) | Comments / Notes |
|-------------------------------------|-------------|-------------------------------|------------------|
| <input checked="" type="checkbox"/> | 1-2716 | | |
| <input type="checkbox"/> | 2-2716 | | |
| <input type="checkbox"/> | 3-2716 | | |
| <input type="checkbox"/> | 4-2716 | | |
| <input type="checkbox"/> | 5-2716 | | |
| <input type="checkbox"/> | 6-2716 | | |
| <input type="checkbox"/> | 7-2716 | | |
| <input type="checkbox"/> | 8-2716 | | |
| <input type="checkbox"/> | 9-2716 | | |
| <input checked="" type="checkbox"/> | 10-2716 | | |



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 Lab No. 228718
 Accept Reject

| Company: Harenda Management Group | | Project Name: DNS | Project Location: Milwaukee, WI | |
|-----------------------------------|-------------------------------------|-------------------|---------------------------------|------------------|
| Sample No. | To Be Analyzed | Description | Volume / Area (as applicable) | Comments / Notes |
| 11 | <input checked="" type="checkbox"/> | | | |
| 12 | <input type="checkbox"/> | | | |
| 13 | <input type="checkbox"/> | | | |
| 14 | <input type="checkbox"/> | | | |
| 15 | <input type="checkbox"/> | | | |
| 16 | <input type="checkbox"/> | | | |
| 17 | <input type="checkbox"/> | | | |
| 18 | <input type="checkbox"/> | | | |
| 19 | <input type="checkbox"/> | | | |
| 20 | <input type="checkbox"/> | | | |
| 21 | <input type="checkbox"/> | | | |
| 22 | <input type="checkbox"/> | | | |
| 23 | <input type="checkbox"/> | | | |
| 24 | <input type="checkbox"/> | | | |
| 25 | <input type="checkbox"/> | | | |
| 26 | <input type="checkbox"/> | | | |
| 27 | <input type="checkbox"/> | | | |
| 28 | <input type="checkbox"/> | | | |
| 29 | <input type="checkbox"/> | | | |
| 30 | <input checked="" type="checkbox"/> | | | |



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| | |
|------------------|--|
| For Lab Use Only | |
| Lab No. 228798 | Accept <input checked="" type="checkbox"/> Reject <input type="checkbox"/> |

| Company: Harenda Management Group | | Project Name: DNS | Project Location: Milwaukee, WI | |
|-------------------------------------|-------------|-------------------------------|---------------------------------|--|
| Color | Description | Volume / Area (as applicable) | Comments / Notes | |
| <input checked="" type="checkbox"/> | 31 31-2716 | | | |
| <input type="checkbox"/> | 32 32-2716 | | | |
| <input type="checkbox"/> | 33 33-2716 | | | |
| <input type="checkbox"/> | 34 34-2716 | | | |
| <input type="checkbox"/> | 35 35-2716 | | | |
| <input type="checkbox"/> | 36 36-2716 | | | |
| <input type="checkbox"/> | 37 37-2716 | | | |
| <input type="checkbox"/> | 38 38-2716 | | | |
| <input type="checkbox"/> | 39 39-2716 | | | |
| <input type="checkbox"/> | 40 40-2716 | | | |
| <input type="checkbox"/> | 41 41-2716 | | | |
| <input type="checkbox"/> | 42 42-2716 | | | |
| <input type="checkbox"/> | 43 43-2716 | | | |
| <input type="checkbox"/> | 44 44-2716 | | | |
| <input type="checkbox"/> | 45 45-2716 | | | |
| <input type="checkbox"/> | 46 46-2716 | | | |
| <input type="checkbox"/> | 47 47-2716 | | | |
| <input type="checkbox"/> | 48 48-2716 | | | |
| <input type="checkbox"/> | 49 49-2716 | | | |
| <input checked="" type="checkbox"/> | 50 50-2716 | | | |



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| |
|------------------------------|
| For Lab Use Only |
| Lab No. _____ |
| Accept _____ Reject _____ |

| Project Information | | Project Name: DNS | Project Location: Milwaukee, WI | | | |
|---------------------|-------------|-------------------------------------|---------------------------------|-------------|-------------------------------|------------------|
| Sample No. | Sample Name | To Be Analyzed | Color | Description | Volume / Area (as applicable) | Comments / Notes |
| 51 | 51-2716 | <input checked="" type="checkbox"/> | | | | |
| 52 | 52-2716 | <input type="checkbox"/> | | | | |
| 53 | 53-2716 | <input type="checkbox"/> | | | | |
| 54 | 54-2716 | <input type="checkbox"/> | | | | |
| 55 | 55-2716 | <input type="checkbox"/> | | | | |
| 56 | 56-2716 | <input type="checkbox"/> | | | | |
| 57 | 57-2716 | <input type="checkbox"/> | | | | |
| 58 | 58-2716 | <input type="checkbox"/> | | | | |
| 59 | 59-2716 | <input type="checkbox"/> | | | | |
| 60 | 60-2716 | <input type="checkbox"/> | | | | |
| 61 | 61-2716 | <input type="checkbox"/> | | | | |
| 62 | 62-2716 | <input type="checkbox"/> | | | | |
| 63 | 63-2716 | <input type="checkbox"/> | | | | |
| 64 | 64-2716 | <input type="checkbox"/> | | | | |
| 65 | 65-2716 | <input type="checkbox"/> | | | | |
| 66 | 66-2716 | <input type="checkbox"/> | | | | |
| 67 | 67-2716 | <input type="checkbox"/> | | | | |
| 68 | 68-2716 | <input type="checkbox"/> | | | | |
| 69 | 69-2716 | <input type="checkbox"/> | | | | |
| 70 | 70-2716 | <input checked="" type="checkbox"/> | | | | |



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| |
|--|
| For Lab Use Only |
| Lab No. <u>228798</u> |
| <input checked="" type="radio"/> Accept <input type="radio"/> Reject |

| Project Name: DNS | | Project Location: Milwaukee, WI | |
|--|-------------------------------------|--|-------------------------------|
| Company: Harenda Management Group | | Project Name: DNS | |
| Sample No. | To Be Analyzed | Description | Volume / Area (as applicable) |
| <u>21</u> <u>71-2716</u> | <input checked="" type="checkbox"/> | | |
| <u>2</u> | <input type="checkbox"/> | | |
| <u>3</u> | <input type="checkbox"/> | | |
| <u>4</u> | <input type="checkbox"/> | | |
| <u>5</u> | <input type="checkbox"/> | | |
| <u>6</u> | <input type="checkbox"/> | | |
| <u>7</u> | <input type="checkbox"/> | | |
| <u>8</u> | <input type="checkbox"/> | | |
| <u>9</u> | <input type="checkbox"/> | | |
| <u>0</u> | <input type="checkbox"/> | | |
| <u>1</u> | <input type="checkbox"/> | | |
| <u>2</u> | <input type="checkbox"/> | | |
| <u>3</u> | <input type="checkbox"/> | | |
| <u>4</u> | <input type="checkbox"/> | | |
| <u>5</u> | <input type="checkbox"/> | | |
| <u>6</u> | <input type="checkbox"/> | | |
| <u>7</u> | <input type="checkbox"/> | | |
| <u>8</u> | <input type="checkbox"/> | | |
| <u>9</u> | <input type="checkbox"/> | | |
| <u>0</u> | <input type="checkbox"/> | | |

IX. HMG CERTIFICATION



Policy Prohibiting Firearms and Dangerous Weapons in the Workplace

Department of Employee Relations

November 10, 2011

Revised February 27, 2012



Policy Statement

The City of Milwaukee has a zero tolerance policy for firearms and dangerous weapons in the workplace. Accordingly, the City of Milwaukee prohibits employees from carrying or possessing a firearm or dangerous weapon while acting in the course and scope of their employment for and on behalf of the City of Milwaukee. This policy applies to all general city employees, including students, volunteers, staffing agency workers or contractors working in the course and scope of their employment with the City of Milwaukee.

Definitions

Employee - Employee includes any person, excluding law enforcement personnel, who performs services for the City of Milwaukee, either compensated or uncompensated.

Firearm or dangerous weapon – for purposes of this policy a firearm or dangerous weapon includes, but is not limited to, the following:

- (1) A firearm, whether loaded or unloaded, from which a shot may be discharged including but not limited to handguns, pistols, revolvers, shotguns, rifles, and bb guns;
- (2) A gun that can discharge a shot or a projectile by means of an explosive or gas, or compressed air;
- (3) A device designed to be used as a weapon, from which can be expelled a projectile by the force of any explosion or force of combustion;
- (4) Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- (5) Any destructive device;
- (6) Any device designed as a weapon and capable of producing great bodily harm, including but not limited to, stun guns, stun batons;
- (7) An electric weapon such as a taser gun;
- (8) Any combustible or flammable liquid, or other substance, device, or instrumentality that, in a manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm; and,
- (9) Any knife *that is carried with intention or calculation to produce death or great bodily harm. Switchblades are specifically prohibited. (A Leatherman or other small pocket knife is permissible, as long as the blade is 3 inches or less in length. Knives intended to be used as eating utensils, and stored or maintained in office kitchens or lunchrooms do not represent a violation of this policy.)*

Prohibitions

Regardless of whether a city employee possesses a concealed weapons license or is allowed by law to possess a weapon, all employees are prohibited from possessing, transferring, carrying, selling and storing firearms or dangerous weapons while working on city property or while acting within the coursescope of their employment when not on City of Milwaukee property. This prohibition applies anywhere City business is conducted as summarized below:

- working on property owned, leased or controlled by the City;
- performing work for the City at any location including private residences and commercial establishments and other customer or client locations;
- driving or riding as a passenger in a city vehicle;
- attending trade shows, conferences, or training on behalf of the City;
- attending City of Milwaukee directed or sponsored activities or events (intended for city employees only and not the general public) independent of venue;
- Riding any type of mass transit while on City business;
- Working off-site on behalf of the City (excluding the employee's residence);
- performing emergency or on-call work for the City after normal business hours and on weekends;
- Attending training or conferences on behalf of the City.

City employees may possess, carry and store a firearm or dangerous weapon in their own motor vehicles if they have obtained the appropriate license as required by applicable state and federal laws. Employees who use a personal vehicle in the course and scope of their employment are required to keep the permitted firearm or dangerous weapon stored out of sight and in a secure location.

Violation of this Policy is considered a serious offense that endangers the safety of employees and others. Therefore, this any offense may result in severe disciplinary action up to and including discharge from employment. When appropriate a referral to law enforcement may be made which may result in criminal charges.

Safety First

In applying this policy, no employee shall take any action that will risk his or her own safety or the safety of other individuals. No attempt should ever be made by an employee to restrain or forcibly evict an armed person from City premises. Employees in facilities without a designated Police or security force may inform individuals carrying weapons of the law and ask for their compliance. This should be done in an informative, calm and non-confrontational manner. An individual's continued non-compliance after being properly informed of the law should result in notification to the Police Department. Employees in facilities with a designated Police or security force should make all attempts to defer intervention in concealed or open carry situations to those groups by contacting designated security personnel via established reporting mechanisms.

An employee who feels an immediate risk to his or her own safety or the safety or security of others, should avoid any interaction with the individual. Steps should be taken to secure their area

and immediately contact the Police Department by calling 9-911 and their assigned building security (where applicable).

Report of Violations

Employee Violations

Employees are required to report violations of this Policy without regard to the relationship between the individual who initiates the prohibited behavior and the individual reporting it.

An employee who believes that another employee may be in violation of this policy should report the alleged violation to the employee's manager or supervisor, the department head, or the appropriate departmental Human Resources representative.

The City will promptly investigate allegations of violations of this policy. Supervisors and managers are responsible for establishing and modifying procedures as necessary to carry out and comply with this Policy in accordance with applicable laws and City ordinances. Departments are responsible for implementing protocols for handling a prohibited weapon upon discovery.

The City reserves the right to authorize searches for prohibited weapons on its property when a violation is reported or when probable cause or reasonable suspicion is present consistent with law. Employees should be aware that there is no reasonable expectation of privacy with respect to weapons in the workplace. The City's right to conduct searches includes, but is not limited to, such areas and items as lockers, desks, workstations, purses, briefcases, bags, and toolboxes, and lunch bags. Searches of the employee's work area and belongings, as described above, *may* be conducted by the employee's supervisor and another member of management. Searches of all types, including surrounding City property, personal property and the employee may be conducted by law enforcement in accordance with law should reasonable suspicion be present. Any weapon found in violation of this Policy may be confiscated. Refusal to permit a search may result in discipline up to an including discharge.

Visitor Violations

Visitors to posted no-carry City facilities are not allowed to carry a weapon on the premises. If a visitor does bring a weapon into a City facility a determination will need to be made as to the level of risk the visitor carries.

Any visitor carrying a weapon into a posted no-carry City facility is creating an elevated risk to security and safety that warrants a response leading to compliance with the law. If the visitor poses an immediate risk to security or safety the Police Department should be notified immediately by calling 9-911. The visitor should be considered an immediate risk to safety and security if he/she is acting in an aggressive, belligerent, confrontational, suspicious or in an otherwise questionable manner while carrying a weapon.

Anti-Retaliation Provision

No employee or City official may retaliate against an employee who has reported a possible violation of this policy.

Roles and Responsibilities

Employees are responsible for understanding and complying with the Policy Prohibiting Firearms and Dangerous Weapons in the Workplace. Whenever there is a question as to whether an instrument, article or substance is considered a weapon in violation of this policy, it is the employee's responsibility to seek clarification. Employees seeking clarification should direct their questions to their Department Head or the City's Security Operations Manager at 286-2145 prior to bringing the item(s) to City work sites and events, as well as City-owned or leased facilities or vehicles.

City departments shall ensure that employees complete a statement acknowledging receipt and understanding of this policy.

175232