



December 10, 2025

Mr. Brian Paczesny
Joliet Township High School District 204
Director of Buildings and Grounds
201 East Jefferson
Joliet, Illinois 60432
E-mail: bpaczessny@jths.org

RE: A proposal to provide the required Illinois Department of Public Health (IDPH) Asbestos Abatement Project Specifications/Contractor Bid Solicitation, Contract Administration, Project Management/Air Monitoring and Project Documentation services to support safe, legal and cost-effective asbestos abatement activity. These services will support the removal and disposal of asbestos containing materials identified on the **Exterior of the T&I Building (Windows and Caulk) as part of scheduled renovations at Joliet Central High School during the Spring Break 2026.**

Introduction

The services identified in this proposal will ensure that the selected asbestos abatement activity at Joliet Central High School T&I Building during the Spring Break 2026 is comprehensively and competitively bid to qualified contractors and performed in a safe, legal and cost-effective manner. These services will ensure cost effectiveness while properly managing the current & long-term liabilities that are associated with this type of work activity.

Our services are provided by IDPH licensed and credentialed professionals under the direct supervision of a staff of Certified Industrial Hygienists and Certified Safety Professionals. All services are backed by an A rated Professional Liability and General Liability Insurance policy with a \$12 million aggregate.

Project Design, Contractor Bid Solicitation:

Includes conducting additional bulk material sampling and analysis where necessary to characterize unknown suspect building materials that may impact the project and developing an abatement plan/contract specification for the asbestos removal. The specification will be in compliance with IDPH, IEPA and NESHAP regulations and will include, facility decontamination, ACM waste disposal requirements and air monitoring procedures to ensure that the project is properly executed. Also included as part of the project design are the following services: pre-qualifying contractors, scheduling and attending pre-bid walkthroughs, pre-job construction meetings, variance requests, evaluating bids and recommending a contractor to perform the work.

Fee for the Project Design Bid Solicitation Services \$4,000.00 (included in total cost below).

Contract Administration Services

To support the award of the asbestos abatement activity to the most qualified and cost effective IDPH licensed asbestos abatement contractor, Hygieneering, Inc. will prepare and administer the AIA 101 contract documents. The AIA 101 contract will properly document and identify the contract/project responsibilities of the Owner (Joliet Township High School District 204) and selected IDPH licensed asbestos abatement contractor. Hygieneering Inc. will work with the selected contractor in preparing and sending out the IDPH and EPA 10-day project notifications and will also prepare and send out the courtesy project notifications to the local fire and police department.

Hygieneering Inc. will approve pay out schedules to the contractor and will review all pay requests & waivers of lien submitted by the contractor to ensure that subcontractors have been paid and that the work being billed for has been completed in a satisfactory manner. Hygieneering, when applicable will review change orders. Please note that the only change orders that are approved by our staff are those that benefit our client (i.e., Contract deductions). The only extras allowed by our specifications and contract documents are those that may be realized by our clients increasing the scope of work during the performance of the project.

The Contract Administration services identified in this proposal will be provided for a fee of 5% of the total Contractor's cost covered by the Project Specification/Bid Documents (\$2,000.00). Cost is based on an abatement contractor estimated cost of \$40,000.00 for the identified base bid and alternate scope of work.

Project Management, Testing & Project Documentation Services

Hygieneering Inc. will provide On-Site Project Management Services to ensure that work progress and work plans are properly executed, and conditions are documented through daily inspection and testing services. All Project Managers are dually credentialed IDPH Project Managers / Air Sampling Professionals.

Project Management Services Include:

1. Establishing work zones and coordinating the abatement work within them.
2. Collecting environmental air samples and analyzing them on site by Phase Contrast Microscopy (PCM) with 24-hour T/A for results. PCM air samples are collected and analyzed at a rate of \$18.00 per sample (estimate 60 samples).
3. Daily documentation of the project.
4. The collection and analysis of Transmission Electron Microscopy (TEM) or Phase Contrast Microscopy (PCM) air samples to clear the containment system prior to tear down if required. TEM air samples are collected and analyzed at a rate of \$250.00 per sample (N/A). PCM air samples are collected and analyzed at a rate of \$18.00 per sample (included above).

5. A final report documenting daily activity, air sample results, waste disposal records and regulatory notification. This documentation is required and crucial to protect Joliet Township High School District 204 from long-term liability or to support legal defense. Final report generation fees will be billed utilizing our shift rate (estimate 2 shifts).

Project Management/Air Monitoring Services will be billed at \$960.00 per shift per Project Manager/Air Sample Professional. * IDPH requires a separate Project Manager and Air Sampling Professional on containments of greater than 10,000 square feet or 1,500 lineal feet (estimate 7 shifts).

*A shift is defined, as up to eight consecutive working hours, additional time spent on the project over eight hours daily and Saturday/Sunday will be billed at a rate of \$180.00 per hour. Environmental Services Manager time is billed at a \$200.00 per hour rate, one hour billed per shift on-site minimum (estimate 12 hours). Travel and Mobilization will be billed at \$120.00 per site visit (estimate 7 trips). Project closeout costs, 5% of the project value, will be billed at completion of project for office support, technology, printing, binding and shipping final reports. Environmental insurance will be billed at 4% of the total project cost.

At this time, to support this project as defined in this proposal for Joliet Central High School T&I Building Spring 2026, Hygieneering, Inc.'s total not to exceed cost is \$20,666.00 (*includes all consulting costs identified in this proposal).

Thank you for this continued opportunity to assist Joliet Township High School District 204 in meeting the established ethical and legal standards as they apply to safety and environmental health. Hygieneering looks forward to meeting and exceeding the professional expectations for the performance of this project.

Acceptance of Proposal



Authorized Agent
Joliet Township High School District 204

Sincerely,

Hygieneering, Inc.



Michael J. Bartos
Director, Environmental Services