

**COLUMBIA COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS**

**INVITATION TO BID  
2024-F  
CDBG HOUSING REHABILITATION PROGRAM**

The Board of County Commissioners (County) will receive sealed proposals in the office of Commissioners, 135 NE Hernando Avenue, Suite 203, Lake City, FL 32055, until **3:00 PM** local time on **APRIL 02, 2024** for the following:

**CDBG HOUSING REHABILITATION PROGRAM**

The Bid Forms and specifications may be obtained from the County's web site at <http://www.columbiacountyfla.com/PurchasingBids.asp>. Deadline for questions regarding construction plans, specifications, and/or bid documents must be received before **5:00 P.M.** on **MARCH 26, 2024**.

To be eligible for consideration, all bidders must be listed as a Pre-Qualified Contractor. A **Mandatory Pre-Bid Meeting will be held at 10:30 AM on Monday, March 18, 2024** at County Commission Conference Room located at 135 NE Hernando Avenue, Suite 203, Lake City, FL 32055. There are three (3) different homes; Contractors may bid any one or all. Bidders without a complete proposal described will be considered improper. The solicitation information is available online only at: <https://www.columbiacountyfla.com/PurchasingBids.asp>

Columbia County welcomes your response to this solicitation. Proposals should be prepared in accordance with the instructions herein and will be evaluated by the County as stated in the evaluation section of this document. The County reserves the right to waive any formalities, to reject any or all proposals or to re-advertise for proposals for these services. The County may withdraw all or part of this solicitation at any time to protect the interests of the County. All Proposers are asked to be thorough yet concise in their response. Failure to provide the response in the manner prescribed herein may be grounds for disqualification.

Only one bid set will be furnished with each company or corporation interested in bidding. The one complete bid set is to be submitted in a sealed envelope. Proposers shall indicate Bid Number, Project Title, and the name and address of the firm submitting the bid on the outside of the envelope.

All Proposers are advised that under Chapter 119, Florida Statutes, all responses are deemed a public record and open to the public as provided for in said statute.



## **INVITATION TO BID**

### **Bid CDBG 2024-F**

**CDBG Project Number: 22DB-OP-33-22-01-H04**

Community Development Block Grant  
Housing Rehabilitation Program

**Due Date: Tuesday, April 02, 2024 at 3:00PM**

### **MANDATORY PRE-BID CONFERENCE**

**Monday-March 18, 2024 at 10:30AM**

Contractor Notification Date **02/28/2024**

#### **Notification Method:**

Email & Posting at Purchasing Website

COLUMBIA COUNTY, FLORIDA  
A political subdivision of the State of Florida  
Purchasing Department  
135 NE Hernando Ave #203  
Lake City, Florida 32055

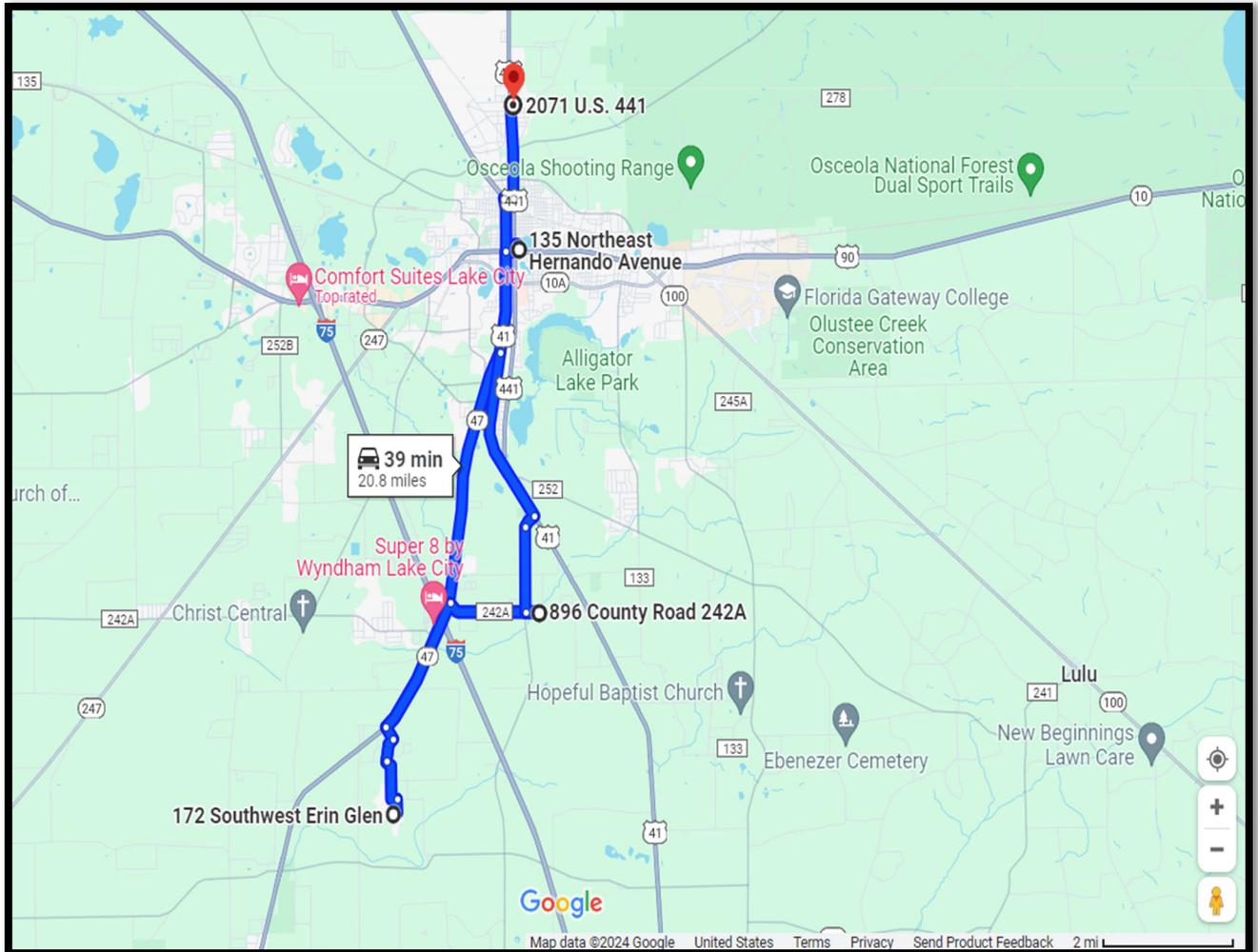
**Event Timeline**

Bidders should review and become familiar with the Event Timeline. The dates and times of each activity within the Timeline may be subject to change. It is the responsibility of Bidder to check for any changes. All changes to the Timeline will be made through an addendum to this Invitation to Bid.

EVENT	DATE	TIME
Issue Invitation to Bid	<b>February 28 , 2024</b>	<b>N/A</b>
<b>MANDATORY Pre-Bid Conference</b>	<b>March 18, 2024</b>	<b>10:30 AM</b>
Deadline for Questions	<b>March 26, 2024</b>	<b>2:00 PM</b>
<b>Bid Due Date and Time</b>	<b>April 02, 2024</b>	<b>3:00 PM</b>
Public Opening Date and Time	<b>March 14, 2024</b>	<b>3:00 PM</b>

**Location of Projects**

- 172 SW Erin Glen Lake City, FL (M. Huguet)
- 2071 N US Highway 441 Lake City, FL (J. Collins)
- 896 CR 242 A. Lake City, FL (L. Murphy)



## **NOTICE TO BIDDERS**

A Mandatory Pre-Bid Conference will be held on **March 18, 2024, at 10:30 am** starting at **135 NE Hernando Ave. #203 Lake City, FL 32055**. This meeting will be followed by a Mandatory Walkthrough at each additional location. (Order of site visits follows the order of listing presented in the Location of Projects heading above).

**All bids are due by Tuesday, April 02, 2024 by 3:00 P.M. Local Time**. Bidders will have the option to submit bids physically (in-person) or by mail. In-person or mailed submissions shall provide one-(1) clearly marked original, and two-(2) copies. Bid envelopes are to be identified as CDBG and the ITB number, as well as the bidder's name and address. Late bids shall not be accepted.

### ***All submissions must be delivered to the following:***

Hand Delivery:	Erica Jones
Fed – X, UPS	Purchasing Officer
Or	135 NE Hernando Ave. #203
Mail Delivery	Lake City, FL 32055

A Public Opening is scheduled for April 02, 2024 at 3:00 PM, or as soon thereafter as possible, at 135 NE Hernando Ave. #203 Lake City, Florida, 32055.

Copies of the ITB Notification and Bid Documents can be obtained by contacting Guardian CRM, at: 888-482-7393 or at <https://www.columbiacountyfla.com/PurchasingBids.asap>.

**Please print copies of the ITB documents and Scopes of Work so that you may have them for the pre-bid meeting.**

Please do not contact the homeowner(s) or visit the project sites prior to the scheduled mandatory pre-bid meeting and site visit activities.

**Persons with disabilities needing assistance to participate in any of the proceedings should contact the Columbia County CDBG Program Consulting Grant Administrator Marina Edwards at: (888) 482-7393 or [Marina.edwards@guardiancrm.com](mailto:Marina.edwards@guardiancrm.com). All requests shall be made at least Seventy-two (72) hours in advance.**

## **METHOD OF AWARD**

**The County reserves the right to reject low Bids, to waive irregularities and/or inconsistencies in any Bid, and to award project contracts in a manner deemed to be in the County's best interest.**

**No Contractor or subcontractor may participate in this work if ineligible to receive Federal or State funded contracts.**

Sealed bids will be opened at a public bid opening. The Project Manager will generally recommend that the contract be awarded to the lowest responsible bidder within plus or minus fifteen percent (15 %) of the cost estimate. Bids below the fifteen percent (15%) threshold will be reviewed and are not automatically disqualified.

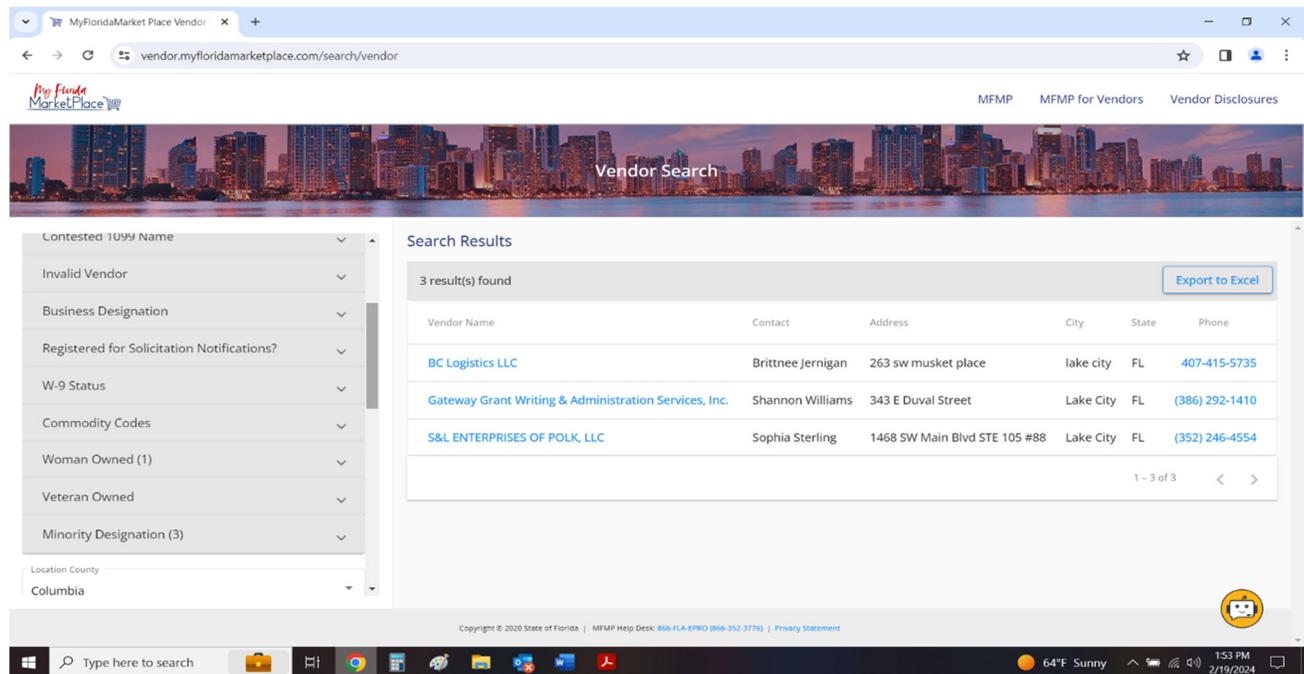
A minus ten percent (10%) contingency will be assessed for all Section 3 and/or W/MBE firms at the bid opening to provide incentive, opportunity and encourage the participation of such established business types in accordance with HUD requirements. All bid awards will be made available to the participating Contractors and homeowners.

The PA reserves the right to reject any and all bids and to award them in the best interest of the Applicant and the County. The Applicant must approve the bid award prior to signing contracts.

No contractor will be allowed to have more than two (2) jobs per bid round, with a maximum award of three (3) jobs under construction at one time without the consent of the PA.

**The County places significant value on high quality work and performance, timely access and response, scheduling and cost concerns and communication.**

Columbia County is an Equal Opportunity Employer and makes all efforts to include Section 3, WMBE, Veteran-Owned, and all other underserved business types in any bid solicitations related to County Grant Programs. A complete statewide and local W/MBE listing can be accessed via the following weblink: <https://vendor.myfloridamarketplace.com/search/vendor>.



*The Section 3 Performance Evaluation and Registry System (SPEARS) is no longer active. SPEARS stored grantee Section 3 reports from 2012-2020. These files have been moved to an internal HUD site. Individual requests for files and other inquiries can be made through your [local HUD Field Office](#) or at [Section3@hud.gov](mailto:Section3@hud.gov). For more Section 3 and system updates, subscribe to "Section 3" via [GOVDelivery](#)*

It is important to note that Section 3 businesses are not entitled to receive contracts simply by being listed in HUD's Section 3 Business Registry database. Eligible businesses may need to demonstrate that they are responsible and have the ability to perform successfully under the terms and conditions of proposed contracts. Section 3 requirements at 24 CFR 135, then provides preference for contracts and subcontracts to these firms-but not a guarantee.

Contractors shall make all relevant and feasible efforts to seek and employ W/MBE and Section 3 business and individuals. **Physical or digital copies of the Columbia County WMBE firm listing can be provided upon request.**

**STATEMENT OF NO BID**

If a bidder does not intend on submitting a bid, please complete and return this form prior to the solicitation due date shown herein. Return by email ([antonio.jenkins@guardiancrm.com](mailto:antonio.jenkins@guardiancrm.com)).

***We, the undersigned, have declined to bid on the above reference ITB for the following reason(s) (mark all that applies):***

- Do not offer the good(s) or service(s) required***
- Our schedule would not permit us to perform responsibly***
- Unable to meet specifications/scope of services***
- Unable to meet minimum requirements***
- Insufficient time allowed for preparation of response***
- Project/Budget too small***
- Specifications unclear – too vague, rigid, etc. (please explain below)***
- Other (please explain below)***

**REMARKS**

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<b>Company Name:</b>	_____
<b>Company Address:</b>	_____
<b>Phone Number:</b>	_____
<b>Authorized Name:</b>	_____
<b>Title:</b>	_____

***Columbia County encourages your company to consider bidding on future projects!***

**CONTRACTOR INFORMATION SHEET**

<p><b>DUE DATE:</b> <u>Bids due on or before</u>  <u>3:00 PM</u>  <u>LOCAL TIME</u> on  <span style="background-color: yellow;"><b>Tuesday, April 02, 2024</b></span></p>	<p>ITB NO.:  <b>#2024- F</b></p>	<p>RELEASE DATE:  <b>02/28/24</b></p>	<p>CONTACT:  <b>Erica Jones</b>          Purchasing Officer          (386) 719-2028  <a href="mailto:ejones@columbiacountyfla.com">ejones@columbiacountyfla.com</a></p>
<p>Check Addenda for revised due dates before submitting your Bid. <b>Late Bids shall not be accepted.</b></p>			
<p style="text-align: center;">ITB TITLE: <b>ITB 2024-F</b>  <b>CDBG HOUSING REHABILITATION PROGRAM</b></p>			

<b>Bidder's Name and "Doing Business As", if applicable:</b>	<b>Telephone Number:</b>
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**Address:**

<b>County:</b>	<b>State:</b>	<b>Zip Code:</b>
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<b>FEI/EIN Number:</b>	<b>DUNS Number:</b>
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**E-Mail Address of Authorized Representative:**

**MINIMUM REQUIREMENTS**

Firms that do not meet the minimum requirements as determined by the County, at its sole discretion, will be deemed non-responsive and not considered for award. **By placing a checkmark next to each requirement, Bidder is confirming the requirement is met.**

- Be currently licensed in the State of Florida as General or Building Contractor; and
- Must have a minimum of three (3) years' experience performing similar work involving housing repairs and CDBG funding; and
- An office within the state of Florida and maintain an office within the state of Florida which shall be kept for a minimum of one (1) year to coincide with the warranty requirement; and
- Attend Mandatory Pre-Bid Meeting; and
- Insured and meeting insurance requirements applicable to perform the services

**ADDENDA ACKNOWLEDGEMENT**

Initial by all that apply - acknowledging receipt/review of the following Addenda.

\_\_\_\_\_ Addendum #1
\_\_\_\_\_ Addendum #2
\_\_\_\_\_ Addendum #3
\_\_\_\_\_ Addendum #4
\_\_\_\_\_ Addendum

**BID CERTIFICATION**

I certify that I have carefully examined the ITB document and associated documents, including Addenda. I further certify that all information contained in this bid is truthful to the best of my knowledge and belief and that I am duly authorized to submit this bid on behalf of the company named above and that the company is ready, willing, and able to perform if awarded.

**Printed Name**
**Title**

The County reserves the right to reject any and all bids, or to accept any bid or portion thereof deemed to be in the best interest of the County, and to waive any non-substantial irregularities.

**BID FORM**

Refer to the *Scope of Work (SOW)* for descriptions & specifications of each project listed below.

**1) 896 SW CR 242 A. Lake City, FL 32025**

TOTAL BID AMOUNT: \$ \_\_\_\_\_

TOTAL BID AMOUNT WRITTEN: \_\_\_\_\_  
(Spelled out)

**2) 172 SW Erin Glen. Lake City, FL 32024**

TOTAL BID AMOUNT: \$ \_\_\_\_\_

TOTAL BID AMOUNT WRITTEN: \_\_\_\_\_  
(Spelled out)

**3) 2071 N US Highway 441. Lake City, FL 32055**

TOTAL BID AMOUNT: \$ \_\_\_\_\_

TOTAL BID AMOUNT WRITTEN: \_\_\_\_\_  
(Spelled out)

**The Bid Prices shall remain good for ninety (90) days after the due date of this ITB. By signing below, the Bidder certifies that the price quoted represents and includes the entirety of the work, fees, profit, overhead, general requirements, general conditions, etc., of the project per the ITB documents.**

By affixing their signature to the Bid Form, the Bidder hereby states that they have read all bid specifications, terms and conditions outlined in the Invitation to Bid and agree to such. Bidder declares that the individual signing this Bid Form has the legal capacity to sign on behalf of Bidder and to contractually obligate Bidder.

Furthermore, Bidder hereby agrees to provide the Services described in the Invitation to Bid for the unit or lump sum prices as noted above, which includes all supervision, labor, materials, equipment, supplies, machinery, tools, apparatus, insurance, bonds, transportation, overhead, profit, applicable taxes and costs of all kinds necessary to complete the Services.

Bidder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**REFERENCE LIST**

**Bidder's Name:** \_\_\_\_\_

List a minimum of three (3) client references that can speak to the Bidder's experience and performance, within the last three (3) years. References from public sector clients are preferred. The County will send Reference Check Surveys via email to the references provided. If the contact information is incorrect or the reference does not respond, the Bidder will lose points awarded for this criterion.

Reference #1			
<b>Company Name:</b>			
<b>Location (County, State):</b>			
<b>Contact Person/Title:</b>		<b>Phone #:</b>	
<b>Email Address:</b>			
<b>Dates of Service:</b>			
<b>Services Provided:</b>			
<b>Issues Experienced, if none write N/A:</b>			
Reference #2			
<b>Company Name:</b>			
<b>Location (County, State):</b>			
<b>Contact Person/Title:</b>		<b>Phone #:</b>	
<b>Email Address:</b>			
<b>Dates of Service:</b>			
<b>Services Provided:</b>			
<b>Issues Experienced, if none write N/A:</b>			
Reference #3			
<b>Company Name:</b>			
<b>Location (County, State):</b>			
<b>Contact Person/Title:</b>		<b>Phone #:</b>	
<b>Email Address:</b>			
<b>Dates of Service:</b>			
<b>Services Provided:</b>			
<b>Issues Experienced, if none write N/A:</b>			

**BIDDER'S DISCLOSURE FORM**

The undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter. Additional sheets may be attached if required.

**Bidder's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Phone No.:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Federal Identification No.:** \_\_\_\_\_

**This Business is:** ( ) An Individual ( ) A Partnership ( ) A Corporation

**Bidder's License No., if applicable:** \_\_\_\_\_

\*Attach certificate of status, competency, and/or state registration

- (1) **Has your company or any of its officers received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?** YES  NO
  
- (2) **Has your company, or any member of your company, been declared in default, terminated or removed from a contract or job related to the services your company provides in the regular course of business within the last five (5) years?** YES  NO
  
- (3) **Has your company had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your company provides in the regular course of business?** YES  NO
  
- (4) **Describe each affiliation or business relationship with an employee, board member, elected official(s) or an immediate family member of any such person of the County of Columbia. If none, write NONE.**  
\_\_\_\_\_  
\_\_\_\_\_
  
- (5) **Describe ANY other affiliation or business relationship that may cause a conflict of interest. If none, write NONE.**  
\_\_\_\_\_  
\_\_\_\_\_

**If yes**, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved.

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*I hereby certify that all statements made are true and I agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this BID for the County of Columbia.*

\_\_\_\_\_  
**Signature** **Date**

**BIDDER'S REPRESENTATION AND CERTIFICATION FORM**

In submitting a Bid, the Bidder understands, represents, and certifies the following (if the Bidder cannot so certify to any of following, the Bidder shall submit with its Bid a written explanation of why it cannot do so). If County finds, before or after Award of the Bid that Bidder was not truthful concerning any of the following, County shall have the right to terminate the Award without liability and, at its discretion, to seek damages from Bidder, if damages result to the County from such act, in any way whatsoever.

**Compliance with Laws:** Bidder shall comply with all laws, rules, codes, ordinances, and licensing requirements that are applicable to the conduct of its business, including those of Local, State and Federal agencies having jurisdiction and authority. These laws, shall include, but not be limited to, Chapter 287 of the Florida Statutes, the Uniform Commercial Code, the Immigration and Nationalization Act, the Americans with Disabilities Act, the United States Occupational Safety and Health Act, the United States Environmental Protection Agency, the State of Florida Department of Environmental Protection, and all prohibitions against discrimination on the basis of race, religion, sex, creed, national origin, handicap, marital status, sexual orientation, gender identity or expression or veteran's status. Violation of such laws shall be grounds for termination of the Agreement.

**Initial** \_\_\_\_\_

**Conflict of Interest:** Bidder covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner of degree with the performance of the Services covered under this Agreement. Furthermore, Bidder warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Bidder to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for Bidder any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Bidder, and its subcontractors at any tier, certify that they have not entered into any contract, sub-contract, or arrangement in connection with the Project covered under this Agreement, or of any property included or planned to be included in the Project, in which any member, officer, of employee of Bidder or its subcontractors, during its tenure, or for two years thereafter, has any interest, direct or indirect. Bidder, and its subcontractors at any tier, shall insert the following provision into each of their contracts and sub-contracts:

*"No member, officer, or employee of the sub-contractor, during their tenure or for two years thereafter, shall have any interest, direct or indirect, in this contract or the proceeds thereof."*

**Initial** \_\_\_\_\_

**Convictions:** Bidder has fully informed Owner of all convictions of the firm, its affiliates (as defined in section 287.133(1) (a) of the Florida Statutes), and all directors, officers, and employees of the firm and its affiliates for violation of state or federal antitrust laws with respect to a public contract for violation of any state or federal law involving fraud, bribery, collusion, conspiracy or material misrepresentation with respect to a public contract. This includes disclosure of the names of current employees who were convicted of contract crimes while in the employment of another company.

**Initial** \_\_\_\_\_

**Discriminatory Vendor:** Bidder certifies that they are not subject to Section 287.134 (2)(a) which specifies that an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with any public entity, and may not transact business with public entity.

**Initial** \_\_\_\_\_

**Drug Free Workplace:** Bidder certifies that it has a Drug-Free Workplace Program in accordance with the Drug-Free Workplace Act of 1988. (41 U.S.C. 702-706)

**Initial** \_\_\_\_\_

**BIDDER'S REPRESENTATION AND CERTIFICATION FORM**

Page 2 of 4

**Debarment:** Bidder certifies to the best of their knowledge and belief, that they and their principals 1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Municipal, County, State or Federal department or agency, 2) have not, within a three-year period preceding execution of this Agreement, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records; making false statements; or receiving stolen property, 3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated above, 4) have not within a three-year period preceding execution of this Agreement had one or more public transactions (Federal, State or local) terminated for cause or default, and 5) will advise County immediately if their status changes and will provide an explanation for the change in status.

Initial \_\_\_\_\_

**Equal Employment Opportunity:** Bidder shall not discriminate on the basis of race, color, sex, age, national origin, religion, and disability or handicap in accordance with the Provisions of: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000 et seq.), Title VII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), Florida Civil Rights Act of 1992 (§ 760.10 et seq.), Title 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375, Title 49 CFR 23 and Title 49 CFR 26 for Disadvantaged Business Enterprises, Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.), Title 49 CFR 21 and Title 49 CFR 23, Nondiscrimination on the basis of handicap, Title 49 CFR 27, Americans with Disabilities Act of 1990 (42 U.S.C. 12102, et seq.), Federal Fair Labor Standards Act (29 U.S.C. § 201, et seq.), and any other Federal and State discrimination statutes. Bidder shall furnish pertinent information regarding its employment policies and practices as well as those of their proposed subcontractors as the State of Florida Department of Transportation, the Secretary of Labor, or County may require. The above shall be required of any subcontractor hired by Bidder. All Equal Employment Opportunity requirements shall be included in all non-exempt sub-contracts entered into by Bidder. Sub-contracts entered into by Bidder shall also include all other applicable labor provisions. No sub-contract shall be awarded to any non-complying sub-contractor. Additionally, Bidder shall insert in its sub- contracts a clause requiring subcontractors to include these provisions in any lower tier sub-contracts that may in turn be made. Bidder shall comply with all state laws and local ordinances, except that any preferential consideration of local in-state subcontractors is NOT allowed.

Initial \_\_\_\_\_

**E-Verification System:** Bidder shall comply with the Executive Order No. 12989 as amended, and Executive Order No. 11-116, and agrees to utilize the U.S. Department of Homeland Security's E-Verify system, <https://e-verify.uscis.gov/emp>, to verify the employment eligibility of one (1) all persons employed by the Bidder during the contract term to perform any duties within Florida; and two (2) all persons, including subcontractors, assigned by the Bidder to perform work pursuant to this Contract. Bidders meeting the terms and conditions of the E-Verify System are deemed to be in compliance with this provision.

Initial \_\_\_\_\_

**Immigration and Nationality Act:** Bidder shall comply with all immigration laws as outlined in 8 USC § 1324a - Unlawful employment of aliens. County will not intentionally award County contracts to any Bidder who knowingly employs unauthorized Alien workers. Any violation of the employment provisions outlined in the Immigration and Nationality Act throughout the term of any Agreement with County may result in immediate termination of the Agreement. County will consider the employment of unauthorized aliens a violation of Section 274A (e) of the Immigration and Nationality Act. Such violation will be cause for unilateral cancellation of the Agreement, by County, if Contractor knowingly employs unauthorized aliens.

Initial \_\_\_\_\_

**BIDDER'S REPRESENTATION AND CERTIFICATION FORM**

**Lobbying:** Bidder shall not, in connection with the Agreement, directly or indirectly (1) offer, confer, or agree to confer any pecuniary benefit on anyone as consideration for any County officer or employee's decision, opinion, recommendation, vote, other exercise of discretion, or violation of a known legal duty, or (2) offer, give, or agree to give to anyone any gratuity for the benefit of, or at the direction or request of, any County officer or employee. For purposes of clause (2), "gratuity" means any payment of more than nominal monetary value in the form of cash, travel, entertainment, gifts, meals, lodging, loans, subscriptions, advances, deposits of money, Services, employment, or contracts of any kind.

Initial \_\_\_\_\_

**Non-Collusion:** Bidder agrees that neither it, nor any of its officers, partners, agents or employees have entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of a free competitive solicitation in connection with this Agreement, and that Bidder intends to do the work with its own bona fide employees or subcontractors and has not provided a response for the benefit of another contractor. Furthermore, Bidder certifies that its affiliates, subsidiaries, directors, officers, and employees are not currently under investigation by any governmental authority and have not in the last ten (10) years been convicted or found liable for any act prohibited by law in any jurisdiction, involving conspiracy or collusion with respect to submitting a response on any public contract.

Initial \_\_\_\_\_

**Prohibited Interests:** Bidder, and its sub-contractors at any tier, certify that they have not entered into any contract, sub-contract, or arrangement in connection with the project covered under this Invitation to Bid, or of any property included or planned to be included in the project, in which any member, officer, or employee of the Bidder or its sub- contractors, during its tenure, or for two years thereafter, has any interest, direct or indirect.

Initial \_\_\_\_\_

**Public Entity Crime:** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017, Florida Statutes for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

Initial \_\_\_\_\_

**Scrutinized Vendor:** Bidder certifies under penalties of perjury, as of the date of this solicitation to provide goods and/or services to the County of Columbia, that it:

- (1) Does not participate in a boycott of Israel; and
- (2) Is not on the Scrutinized Companies that Boycott Israel List; and
- (3) Is not on the Scrutinized Companies with Activities in Sudan List; and
- (4) Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
- (5) Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The County of Columbia shall provide notice, in writing, to the Contractor of the County's determination concerning the false certification. Section 287.135, Florida Statutes, prohibits state agencies and departments, and local government entities from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a BID for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and 2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

Initial \_\_\_\_\_

**BIDDER'S REPRESENTATION AND CERTIFICATION FORM**

**Indemnification:** The Contractor/Builder or its sub-contractors shall indemnify, defend and hold harmless the COUNTY, and its officers and employees, from all claims, demands, liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Contractor/Builder or its sub-contractors and other persons employed or utilized by the Contractor/Builder or its sub-contractors in the performance of the agreement; regardless of the negligence of the indemnitee or its officers, directors, agents, or employees. However, such indemnification shall not include claims of, or damages resulting from, gross negligence, or willful, wanton, or intentional misconduct of the indemnitee or its officers, directors, agents, or employees. Upon request of the COUNTY, the Contractor/Builder or its sub-contractors shall, at no cost or expense to the COUNTY, indemnify and hold the COUNTY harmless of any suit asserting a claim for any loss, damage or liability specified above, and Contractor/Builder or its sub-contractors shall pay any cost and reasonable attorneys' fees that may be incurred by the COUNTY in connection with any such claim or suit or in enforcing the indemnity granted above. Nothing in this agreement should be construed as the COUNTY waiving its sovereign immunity pursuant to 768.28, et seq., Florida Statutes, or any other sovereign or governmental immunity.

Initial \_\_\_\_\_

**If Bidder cannot attest to any of the above, they must submit an explanation as to why on their letterhead, signed by the individual signing this Form, and attach such to this Form.**

Bidder's Name: \_\_\_\_\_

Bidder's Address: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

**State of Florida**

**County of** \_\_\_\_\_

The foregoing Affidavit was acknowledged before me on \_\_\_\_\_ (DATE).

[Notary Seal]

\_\_\_\_\_  
**Notary Public Signature**

**SUB-CONTRACTOR LIST**

**Bidder's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**NOTE:** List **all sub-contractors** you invited to bid on this project, whether they were selected or not. If sub-Contractors will not be used on this agreement, check the box below. **Form must be submitted with your bid.** Use additional sheets if necessary.

The County reserves the right to reject any bids if the Bidder names sub-contractors who have previously failed in the proper performance of an award or failed to deliver on time contracts of a similar nature, or who is not in a position to perform under this award. The County reserves the right to inspect all facilities of any sub-Contractor in order to make a determination as to the foregoing.

	Company Name	Work To Be Performed	Contact Person	Telephone Number
1				
2				
3				
4				
5				
6				

I firm that sub-contractor(s) will not be used to complete projects under this agreement.

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

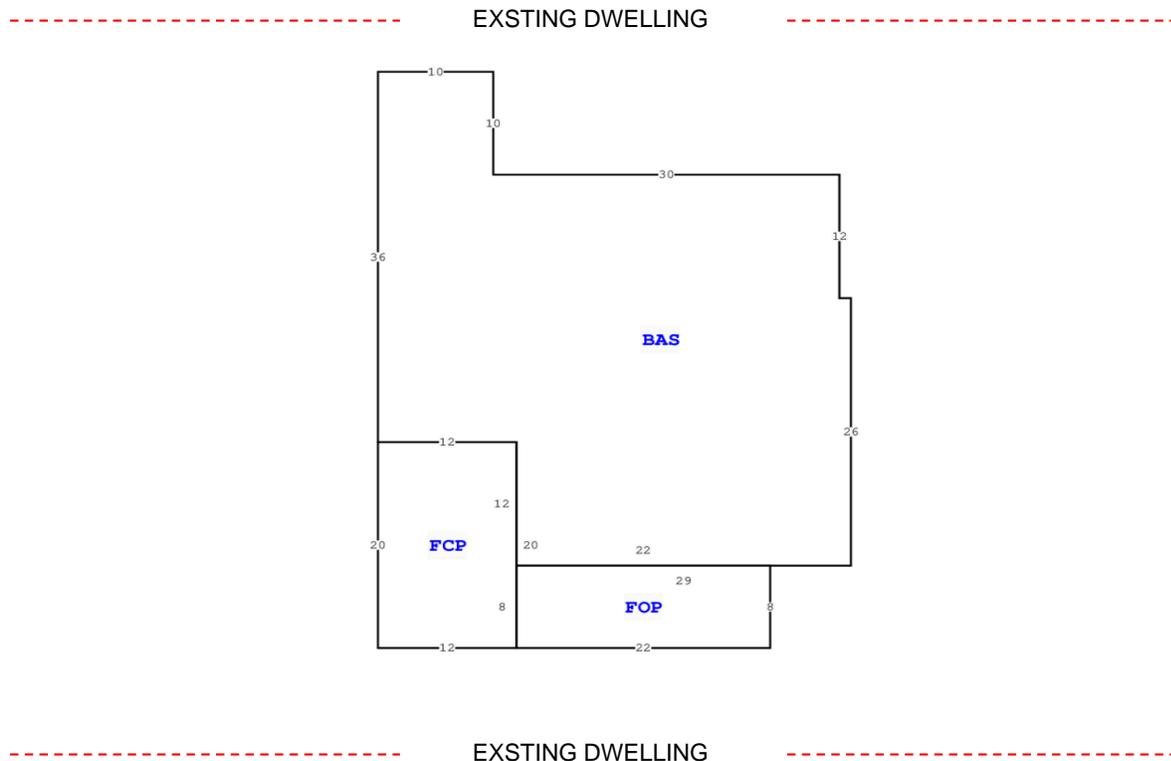
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**COLUMBIA COUNTY  
HOUSING REHAB PROGRAM  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

<b>Client:</b>	<b>Johnnie Lee Collins</b>	<b>Date:</b>	October 2023
<b>Address:</b>	2071 N US Highway 441. Lake City, FL 32055		

<p><b>Home Built: 1940.</b></p> <ul style="list-style-type: none"> <li>➤ *Lead Base Paint Safe Construction Actions: <b>Do Not Apply-Negative</b></li> <li>➤ ACM Actions: <b>Positive: See Attached Test Results</b></li> <li>➤ Mold Actions: <b>N/A</b></li> </ul> <p><i>*This unit was constructed pre [ ] post [ X ] 1979: Take Notice of any material that may contain Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all safe LBP and ACM recommended actions for safe repairs and/or disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is not reasonable to assume that no actions are required.</i></p>
<p><b>Parcel ID:</b> 20-3S-17-05245-000 (25232)</p> <p><b>Brief Legal Description:</b> LOT 2 &amp; N 50 FT OF LOT 3 &amp; S 50 FT OF N 100 FT OF LOTS 5 &amp; 6 PINE NEEDLES ESTATES S/D. 600-306, 630-093, 775-1335, 781-1486, WD 1008-763, WD 1008-765.</p> <p><b>PA Appraised Value:</b> \$60,436.00</p>

Item	System	Description of Work	Location	Price	Contractor Initials
Project Note	REHABILITATION	Special attention should be directed to all contractor obtained LBP/ ACM/Mold reports regarding Lead Base Paint, Asbestos, and/or Mold. Any recommendations included in the reports regarding such material shall become part of the Work.  <b>LBP Outcome: See Report      ACM Outcome: N/A</b>	Unit	\$ _____	



# PROJECT OPERATIONAL STANDARDS AND NOTIFICATION

## A. GENERAL PROJECT INFORMATION

All Housing Rehabilitation Program inspections are considered as complete as possible based on the condition of the home at the time of the Pre-SOW inspection. All defects may not be accessible and/or visible at the time of inspection. Defects may be uncovered during the rehab process, changing the scope of work. The Housing Rehabilitation Program nor its agents or representatives are responsible for unseen items. Not all items that are determined to contain non-code or HQS defects will be listed in the SOW. Priorities governed by the applicable program Housing Assistance Plan and implemented by the CDBG Program Administrative team, including but not limited to the Program HRS; the Program Inspector, Program Project Manager, and/or Program Administrator.

Project inspections and SOW's are developed based on the following criteria:

1. Emergency & Code deficiencies- Health and safety of the client
2. HQS deficiencies-Health and safety of the client
3. Weatherization and/or hardening measures (as applicable and allowable by the program HAP)
4. Items to protect the home from increased or further deterioration or blight
5. Needs of the client based on age and./or disability
6. Energy saving and green construction measures
7. Program budget availability (as applicable and allowable by the program HAP)

## B. OWNER(S) ACCEPTANCE OF THE SCOPE OF WORK

The undersigned applicant(s) certifies that he/she or an appointed agent were and are aware of the pre-SOW inspection that was performed prior to the development of the final project Scope of work. Furthermore, the applicant or his/her appointed agent acknowledge participation in the inspection process and rehabilitation items reviewed and utilized in the development of this Scope of Work (SOW).

Applicant/Homeowner understands that he/she will be responsible for removing or relocating all personal items prior to the commencement of project rehab work. In cases where contractors are required to move personal items, the applicant/homeowner accepts all liability for any and all damaged items that may occur during any such removal and/or relocation. This shall not be the responsibility of the Housing Rehabilitation Program nor any of its direct agents.

It is understood that initial inspections cannot reveal all defects in the home since the inspection is to be considered non-invasive. During the process of construction, after the bid is awarded, there may be changes to the scope of work.

It may be necessary to add or remove items from the SOW based on need and budget availability.

**I have read and acknowledge understanding of the statements above:**

Owner (Signature) \_\_\_\_\_ Date: \_\_\_\_\_

Co-Owner (Signature) \_\_\_\_\_ Date: \_\_\_\_\_

**C. NOTICE TO BIDDING CONTRACTORS**

**ALL COSTS SHOULD BE INCLUDED IN THE BID DOC (SOW) LINE ITEMS. THIS IS A GENERAL NOTIFICATION OF INFORMATION FOR WORK TO BE COMPLETED WITH AND FOR THIS PROJECT**

**PREFACE:**

The undersigned contractor certifies that he/she has carefully reviewed & agrees to perform the work described in this SCOPE OF WORK (SOW).

It is understood that initial inspections cannot reveal all defects in the home since the inspection is to be considered non-invasive. During the process of construction, after the bid is awarded, there may be changes to the scope of work. These changes must be approved by the housing department or other department from which the scope of work was issued.

Some specifications are considered to be general in nature and specifics will be discussed at walk through of project. It is the responsibility of the contractor to verify any misunderstandings prior to work or bid being awarded.

All work to be performed in a professional, workmanlike manner, in accordance with the Housing Program Specifications, Florida Building Code, applicable local ordinance, HOA requirements, and manufacturer's specifications. The contractor shall be responsible for the repairs and/or reinstallation of materials/equipment/fixtures damaged or removed due to any work item contained herein. Contractors shall properly dispose of all fixtures, materials and other items removed from the dwelling unless otherwise specified herein. Bid will be accepted on the **TOTAL BID** submitted, and all items must be cost itemized in the space provided or the bid will be rejected.

**SCOPE OF WORK and CHANGE ORDERS**

No contractor shall, without prior written approval from the Housing Rehabilitation Specialist, Project Manager, or Housing Program Administrator, deviate from any product recommendations listed within this Scope of Work. A notice of "or equal" exchange shall be provided to the Project Manager within forty-eight (48) hours of the proposed "or equal" substitution.

This notice shall contain: (1) The names of both the SOW recommended product and proposed substitute product name and specifications; (2) Comparable manufacturer specifications list, included but not limited to code applicability, price, warranty information, consumer review reports; (3) Any additional information requested by the Housing Program and/or its agents.

Failure to provide any required notification will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

All change order must be approved by the owner, Project Manager, and approved housing program representative before any change order work can begin. Change orders will be granted as the program rule(s) and budget will allow. Primarily for code, HQS, and other health & safety deficiencies not already considered a part of the SOW.

**VERIFY QUANTITIES/MEASUREMENTS:**

All Quantities and Units of Measure stated in the Scope of Work are for the contractor's convenience and must be verified by the contractor at a mandatory or follow up site inspection prior to bid submission. Discrepancies in Quantities or Units of Measure found by the contractor must be communicated to the Housing Rehabilitation Specialist or Project Manager prior to the submission of a bid. Claims for additional funds due to discrepancies in Quantities shall not be honored after the bid submission and rehab contract execution.

**ALL PERMITS REQUIRED**

The contractor shall initial below for any permits that he/she will apply for relating to this project scope of work. Failure to initial may result in an unacceptable bid:

\_\_\_\_\_ Building; \_\_\_\_\_ Zoning; \_\_\_\_\_ Roofing; \_\_\_\_\_ Plumbing  
\_\_\_\_\_ Electric; \_\_\_\_\_ HVAC; \_\_\_\_\_ Other (list other below as applicable):  
\_\_\_\_\_  
\_\_\_\_\_

**JOB BEHAVIOR**

Contractor and all contractor subs are expected to act and perform in a professional manner. The work site shall be a drug and harassment free workplace. Failure to comply may result in the owner terminating the contract for cause.

**NEW MATERIALS REQUIRED**

All materials used in connection with this project are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Housing Rehabilitation Specialist or Project Manager.

**PERIODICALLY REMOVE DEBRIS**

The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each week and leave the property in broom clean condition. In occupied dwellings, debris shall be removed from living quarters

**WORKMANSHIP STANDARDS**

All work shall be performed by workmen both licensed and skilled in their particular trade as well as the tasks assigned to them. Workers shall protect all surfaces as long as required to eliminate damage. All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, floors, fixtures, appliances, ECT... affected by construction.

The contractor will provide all material and shall be responsible for covering all homeowner belongings, including flooring that cannot be moved during rehabilitation: this is not the owner's responsibility: Daily clean-up within and around the home is required and material will be the responsibility of the contracting firm: substituting items to upgrade cabinet heights is prohibited.

It is at the discretion of the Housing Rehabilitation Specialist and/or Project Manager to approve or deny the quality of work on all projects. Poor workmanship will not be accepted and will need to be approved prior to any partial or final payment.

**GENERAL WARRANTY**

Contractor shall provide a 1-year workmanship and material (5 years for roof) warranty for all work performed via the Scope of Work and any approved change orders. The contractor shall remedy any defect due to faulty material or workmanship and assume responsibility for all damage directly resulting therefrom, which appear within one year from final inspection. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

**TIME AND PERFORMACE**

This house may or may not require the homeowner to vacate the premises during the construction period. The period for Construction shall be 60 Working days (Mon-Fri: 8am-6pm) from the date of contract execution and acceptance.

The contractor shall contact, either by phone or electronic communication (text or email), the homeowner at least once per week to provide project progress updates. Failure to contact the owner for three (3) consecutive weeks will result in a \$50 per week credit back to the owner's assistance availability or the CDBG program in general.

The above applies to all line items associated with this Scope of Work:

**NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors**

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the Housing Rehabilitation Program.	
Contractor's Name (Print Name): _____	Contractor's Signature: _____
Contractor's Address: _____	Contractor's Phone Number: _____

**COLUMBIA COUNTY**  
**CDBG Rehabilitation Scope of Work and Specifications**  
 (Work Listed Below)

Description: Project Operation	Qty.	Location	Amount
--------------------------------	------	----------	--------

<b>1. OPERATIONAL</b>	<b>All</b>	<b>Project</b>	<b>\$_____</b>
-----------------------	------------	----------------	----------------

The contractor shall be responsible for and provide all applications, permits, plans, drawings, product approvals, or other required local, state, or federal, documentation (To include all applicable Fees, A&E, etc.).

<b>1a. MANUALS &amp; SPECIFICATION DOCUMENTS</b>	<b>All</b>	<b>Project</b>	<b>\$N/A_____</b>
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The contractor shall supply, at the time of the final CDBG project closeout inspection, all manufacturer manuals and specification booklets/packets for all supplied and installed products listed within the Scope of Work. Failure to Do so, may result in a failed final CDBG project Inspection.

**Line item Notes**

**NOTE 1:** To Include all applicable Plans, Drawings, and Permits, & approved building department docs

**NOTE 2:** Depending on project location additional and/or special permits may be required. Any additional and/or special permitting requirements, including cost shall be the responsibility of the contractor.

<b>1b. COMMUNICATION &amp; REPORTING STANDARDS</b>	<b>All</b>	<b>Project</b>	<b>\$_____</b>
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The contractor shall contact, either by phone or electronic communication (text or email), the homeowner at least once per week to provide project progress updates. This shall be documented via an every **Monday Email Report (MER)** to the project manager: Failure to contact the owner and/or provide the MER for two (2) consecutive weeks will result in a \$50 per week credit back to the owner's assistance availability or the SHIP program in general. This credit shall be applied at every failure of compliance occurrence.

**Line-item Notes:**

**NOTE 1:** Failure to place a cost for this line item will not exclude the contractor from the responsibility and required stated therein.

Description: Exterior Rehab-General	Qty.	Location	Amount
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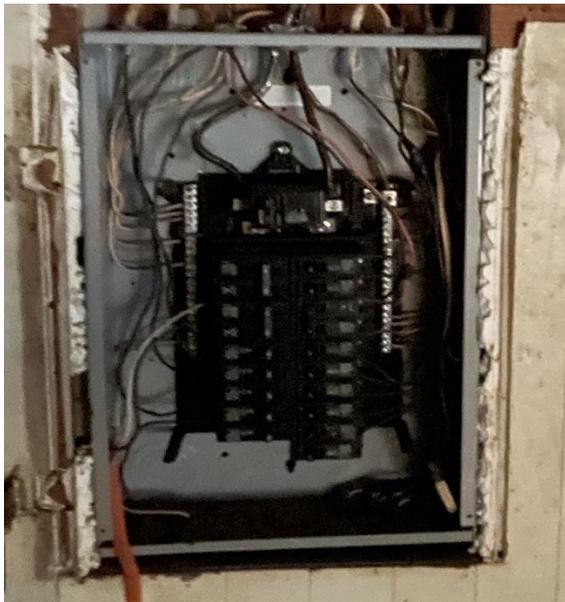
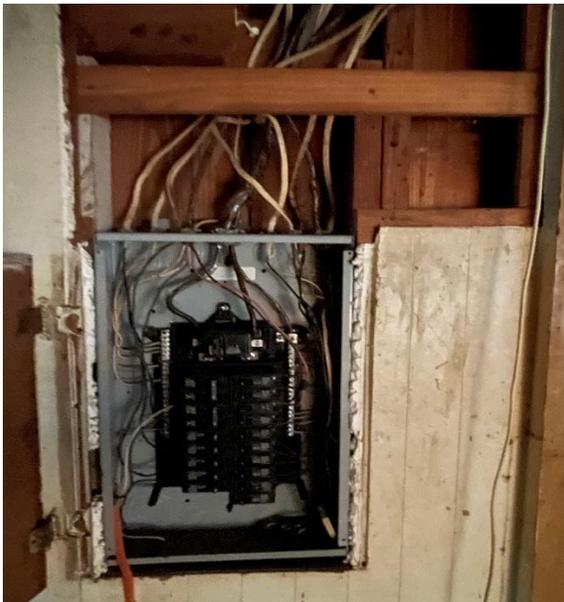
<b>2. ELECTRICAL</b>	<b>All</b>	<b>Dwelling</b>	<b>\$ _____</b>
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Remove existing electrical service panel (circuits/breakers/). Prepare and relocate the service panel to the most feasible position on the corresponding interior wall. Install a new minimum 150-amp electrical service complete with breaker panel box with all circuits labeled and balanced. Panel shall be sufficiently sized to accommodate four (4) additional circuits and installation shall include all required arcs, wiring, connections, breaker, and components to ensure compliance with all applicable codes including the NEC:

Post establishment of the new service and installation of the new service panel, an electrical inspection and findings report for the interior of the home (outlets, switches, smoke detection units, wiring, etc.) is required.

**Line-Item Notes:**

**NOTE 1:** As applicable and as the project rehab budget will allow, all interior electrical repairs shall take place after the inspection findings report has been issued.



Description: Attic & Roofing	Qty.	Location	Amount
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<b>3. ATTIC INSULATION</b>	<b>All</b>	<b>Dwelling</b>	<b>\$ _____</b>
----------------------------	------------	-----------------	-----------------

remove all of the damaged and likely molded (from roof leak) attic insulation: Install new high density, partially recycled, natural fiber, blown Insulation to minimum R-30 rating in all accessible areas in unit's attic to allow for sound absorption and aid in the prevention of loss of heated and/or cooled conditioned air. (Recommended Product: Owens Corning or equal in value and quality)

**Line-Item Notes:**

**NOTE 1:** Line-item to include cost for making repairs to the damaged ceiling in the Kitchen and Garage. The final finish of the repairs should (as closely as possible) match the texture and color of the existing material of each location.

**3a. SLOPED ROOFING****All****Dwelling****\$ \_\_\_\_\_**

Remove existing roof covering (**All sloped roofing & Overhang Section[s]**) including all deteriorated surface material. Strip the roof down to the sheathing/decking. Replace sheathing and/or decking not to exceed (50%): any replacement above 50% will be addressed by change order with appropriate back-up. Where sheathing needs to be re-nailed: The entire roof is to be re-fastened using faster type and spacing distances that are in accordance with the current Florida Building Code requirements. *Shingle color shall be homeowners choice.*

One 36" layer of self-adhering synthetic underlayment shall be utilized over the entire roof deck and per note 3 below. The entire new roof system shall conform to building code and jurisdictional requirements. **No fasteners shall penetrate exposed surface areas, fascia or drip edge.**

Replace existing roof covering with new, 30-year asphalt, dimensional, architectural shingles. Additionally, all drip edge, boots and vent/stacks shall be replaced with like code compliant products and material. The new boots and vent/stacks flashed per the most stringent requirements of the manufacturer's specifications or FBC (5-year warranty required). (**Recommended Product: Gibraltar Building Products or equal in value and quality**)

**Roofing Notes:**

**NOTE 1:** Prior to submitting this bid...all bidding contractors shall ensure with the building department and note the slope of the roof to ensure that listed roof covering material can be utilized.

**NOTE 2:** Bid to include cost for replacement and/or repairs to 100% of the existing fascia and 100% of the existing soffit, with new aluminum wrapped fascia (white) and vinyl, vented soffit (White)

**NOTE 3:** As applicable, a second 36" layer of self-adhering synthetic underlayment shall be placed above the seams in all valleys. The underlayment shall extend a minimum of 2" over each seam.

**NOTE 4:** The entire roof is to be re-fastened using faster type and spacing distances that in accordance with the current Florida Building Code requirements. The CDBG Department will require an in-progress visual inspection be performed and approved by the CDBG Inspector.

**NOTE 5:** Contractor shall include cost related to the repair, replacement, or relocation of the mast as or if required.



Description: Code & HQS Compliance	Qty.	Location	Amount
4. DWELLING	All	Dwelling	\$ _____

The contractor shall, via the most cost-effective means, perform all required actions needed to rehab the home and its' interior infrastructure, and interior systems to a code/HQS compliant residence that is safe and suitable for habitation. The work shall include but not be limited to the following major repairs and/or replacements:

- Plumbing system; bath and kitchen (septic/sewer function; water supply function, tub/shower, vanities, cabinets/tops, sinks, lines, valves, etc.)
- HVAC system
- Correction of exterior walls, interior walls, ceilings, and structural components (drywall, ceilings, entry/exit doors, flooring, pest/mold elimination, etc.).
- Appliance (HQS required only) replacement: water heater, etc.
- Misc. Items: cover plates, thresholds, interior doors, etc.
- Window & Door Replacements
- Interior ceilings and wall repairs to code (including paint)
- The ability of the home to obtain a final passed building inspection and CofC/CofO and meet the minimum standards to be considered insurable.

**Line-Item Specification Notes:**

**NOTE 1:** It is recommended that a portion of the rehab budget be set aside for mold testing & Abatement.

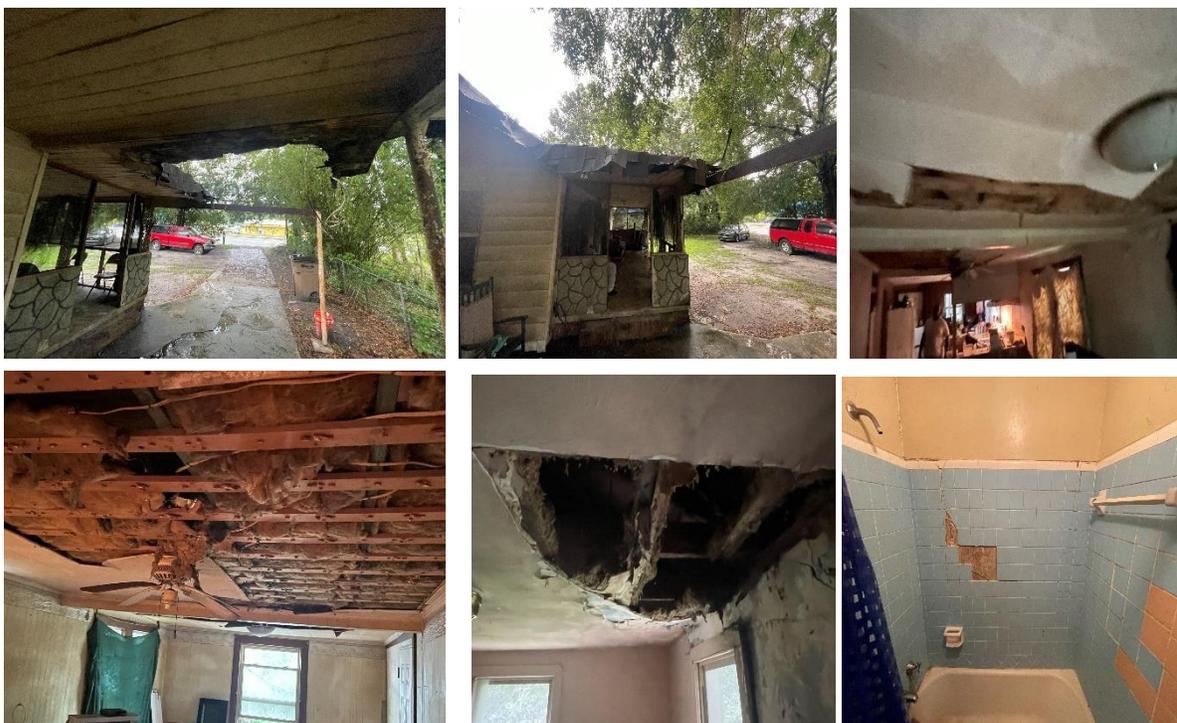
**NOTE 2:** Owner and contractor understand that this is a rehab project, focused on code and HQS repairs needed for safe and compliant dwelling function and occupancy. All exterior/interior walls may not receive a full painted finish.

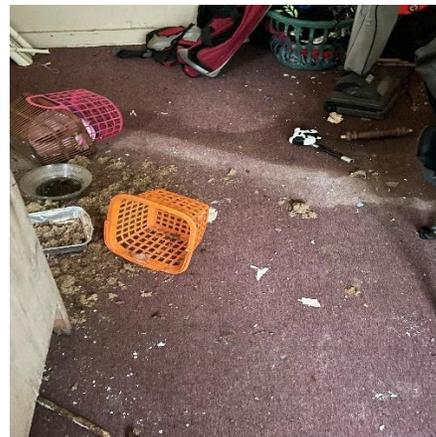
**NOTE 3:** Project cost may not exceed \$120,000.00 (80,000.00 CDBG) and 40,000 ARPA). No change Orders will be approved.

**NOTE 4:** At the time of final invoice, the contractor must submit the final detailed list of completed work and item cost breakout to the project manager. This includes a completed color/style selection sheet.

**NOTE 5:** Contractor is in no way responsible for any material belongings located within the home. It is recommended that a portion of the rehab budget be set aside for POD storage.

**NOTE 6:** Where possible the contractor shall reuse any material that can be safely reused, including but not limited to windows, doors, appliances, fixtures, etc.





----- END SOW -----

TOTAL BID AMOUNT \$ \_\_\_\_\_

**\*\*SPECIAL NOTES\*\***

**All requests for information (RFI's) shall be submitted in writing/via email to:  
Antonio Jenkins  
Antonio.jenkins@guardiancrm.com  
863-899-6695**

*Any and all products or services included in this scope of work shall be installed to the manufacture's specifications and in compliance with all applicable Columbia County, Health Department, NEC, and/or Florida Building Codes.*

*All NOA product numbers can be found at [www.miamidade.gov/buildingcode/pc-search\\_app.asp](http://www.miamidade.gov/buildingcode/pc-search_app.asp).*

*All products with no NOA requirement number can be found at [www.homedepot.com](http://www.homedepot.com), [www.lowes.com](http://www.lowes.com), or other retail outlets where such products are sold:*

**OFFICIAL USE ONLY**

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**WORK WRITE-UP PREPARED BY: Antonio Jenkins: Guardian CRM, Inc** \_\_\_\_\_ **Date: October 2023** \_\_\_\_\_  
**AMENDED WRITE-UP PREPARED BY:** \_\_\_\_\_ **Date:** \_\_\_\_\_



***REQUIRED ADDENDUM PAGE(S) TO FOLLOW***

**READ CAREFULLY-WHEN THIS BID  
ESTIMATE/CONTRACT IS SIGNED, YOU ARE LEGALLY  
RESPONSIBLE.**

NOTE:

- Only licensed and insured contractors legally able to perform work within the State of Florida may submit bids/estimates. A copy of your license and certificate of insurance (listing the County and owner as additional insured) is required to be submitted with your bid.
- For Housing units constructed prior to 1978 where lead based paint may be present, contractors must have, be able to obtain, or procure a properly licensed/certified EPA-RRP firm in order to complete rehabilitation/abatement on properties where lead is found to be present.
- The bid estimates must be based on the work write-up provided by the County.
- No work shall begin and no material shall be ordered unless a NOTICE TO PROCEED is issued.
- **BUILDING PERMIT MUST BE OBTAINED, AS APPLICABLE, FOR ALL WORK PERFORMED.**
- NO advance payment is allowed.
- Funds will be paid directly to the contractor upon submittal of a final invoice, a W-9 form, a notarized Prime Contractor and Sub-Contractor Release of Lien, a copy of the final inspection approval. For partial draws an inspection on partial work, a notarized Contractors Partial Affidavit plus other additional items identified above are required.
- No funds shall be paid to the property owner (applicant).
- All estimates must indicate if connection to public water or sewer service will be required and include all required utility, County charges, and permit fees for such services as part of the estimate.
- Owner/applicant and contractor must discuss and, on all items, related to this bid estimate, including color and type of material to be used (SEE Exhibit "A" to follow).
- All surfaces disturbed by construction shall be repaired in finished to match existing.
- Contractor shall take before pictures and document working condition of all areas, appliances, ect... in the immediate area of construction.
- Where owner claims of damage not related to a specific SOW is made the photos and notes referenced immediately above shall be utilized in resolving the dispute.

Contractors are prohibited from offering any additional work or favors outside of the SOW/work write-up proposed by the Housing Inspector. Any additional needed work must be done only through the County's approved CDBG change order process.

By signature below, I attest that I have read the SOW and all related information related to the Columbia County CDBG ITB and Bid/Purchasing process.

CONTRACTOR Print Name: _____	DATE: _____
CONTRACTOR Signature: _____	

To receive consistent bid estimates, the Columbia County Housing Consultant provides this form. The County nor its agents, however, are not party to this agreement. Upon completion of any work identified in this bid estimate and approval of the final inspections by the appropriate jurisdiction building inspector, the County will release funds directly to the contractor.

NOTICE BE AWARE THAT:

FLORIDA STATUTE SECTION 837.06- FALSE OFFICIALS STATEMENTS LAW STATED THAT:

**“WHOEVER KNOWINGLY MAKES A FALSE STATEMENT IN WRITING WITH THE INTENT TO MISLEAD A PUBLIC SERVANT IN THE PERFORMANCE OF HIS OFFICIAL DUTY SHALL BE GUILTY OF A MISDEMEANOR OF THE SECOND SEGREE, “PUNISHABLE AS PROVIDED BY A FINE TO A MAXIMUM OF \$500.00 AND/OR MAXIMUM OF A SIXTY-DAY JAIL TERM.**

(PRINT or TYPE all information unless otherwise noted)

I/we, the undersigned contractor(s), do hereby present and propose the following cost estimate for construction/rehabilitation work to be completed on the identified residential unit. I/we further assure to the best of my ability, that the estimates contained within this bid are an accurate representation and estimate of all necessary work to be completed in relation to the identified residential unit, and **I/we acknowledge that no final payment for work shall be provided until all work has been completed and the corresponding building department has certified the residence** for occupancy, Including all necessary final inspections. All worked performed under this contract has a one (1) year warranty on all workmanship and material and a five (5) year warranty on roofing replacements from the date of the final project inspection.

**Contractor Information:**

Contractor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street or PO Box) (County, State, Zip)

**Contractor License Information (As Applicable):**

<b>State of Florida</b>	<b>Columbia</b>
<b>License Number:</b> _____	<b>License Number:</b> _____

**Residential Unit Information:**

Unit Address: 2071 N US Highway 441. Lake City, FL 32055

Owner Name: Johnnie Lee Collins

Owner Phone #: 386-247-1202

**COLUMBIA COUNTY  
CDBG  
HOUSING REHABILITATION PROGRAM  
Subcontractor and Permit Listing**



List all subcontractors that will be used for the work completed on this property: Failure to complete this request may result in this bid being considered incomplete and ineligible for award.

SUBCONTRACTING FIRM NAME	SUBCONTRACTING FIRM PHONE #
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.



List all permits that will be required for the work completed on this property: Failure to complete this request may result in this bid being considered incomplete and ineligible for award.

REQUIRED PERMITS	PRINT NAME OF ENTITY RESPONSIBLE FOR PERMIT
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Contractor's Name (Print Name): \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_

Title of signatory: \_\_\_\_\_

**“EXHIBIT A”**

**COLUMBIA COUNTY  
CDBG  
HOUSING REHABILITATION PROGRAM  
HOUSING REHABILITATION PROGRAM COLOR/STYLE SELECTION**

1. Contractor must provide at least three (3) color choices for each eligible item.

**NOTE:** See attached scope of work for highlighted eligible items.

2. The Columbia County reserves the right to veto a color choice made by the homeowner.

3. **It is the contractor’s responsibility to provide selections for the homeowner to select the colors and designs, and then sign this form.**

4. Any deviations from this process must be submitted via email to the Housing Inspector (antonio.jenkins@guardiancrm.com) for approval.

5. Color/Style selections are to be signed and forwarded to the Housing Program Inspector no later than five (5) calendar days after the NTP takes effect.

**COLORS AND STYLES TO BE LISTED IN THE GRID BELOW:**

ITEM LOCATION	ITEM PRODUCT #	ITEM STYLE CODE	ITEM COLOR CODE

**NOTE:** PLEASE MAKE A DUPLICATE COPY IF MORE SPACE IS REQUIRED. ALL COPIES MUST BE SIGNED)

The signatures on this document confirm acknowledgment of the above listed items:

Homeowner/Developer Signature: _____	Date: _____
Contractor Signature: _____	Date: _____
Housing Inspector Signature: _____	Date: _____

## LEAD-BASED PAINT INSPECTION AND REPORT

**REPORT NUMBER:** 7/14/23 11:59

**INSPECTION LOCATION:** Johnnie Collins  
2071 N US Highway 441  
Lake City, Florida 32055

**INSPECTION FOR:** **Columbia County**  
**Contact Person – Antonio Jenkins**  
**e-mail:** [Antonio.jenkins@guardiancrm.com](mailto:Antonio.jenkins@guardiancrm.com)

**INSPECTION DATE:** 7/14/23

**INSTRUMENT TYPE:** RMD MODEL LPA-1  
XRF TYPE ANALYZER/ SERIAL #1121

**ACTION LEVEL:** 1.0 MG/CM\*\*2

**OPERATOR LICENSE:** U.S. Environmental Protection Agency /  
No. FL-R-4850-2

I hereby certify that to the best of my knowledge; the following report reflects the true lead content of the painted surfaces as tested by XRF at the above address.

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

7/17/23

Anthony C. Penna – President  
Associated Consulting Professionals, Inc.  
1759 Bayhill Drive  
Oldsmar, Florida 34677  
Phone 727.773.9200  
[apenna@tampabay.rr.com](mailto:apenna@tampabay.rr.com)

INSPECTION REPORT CONTENTS: Johnnie Collins, 2071 N US Highway 441, Lake City, Florida

COVER PAGE

SUMMARY

XRF INSPECTION NOTES

XRF COMPUTER GENERATED DETAILED REPORT

SUMMARY

A copy of this summary must be provided to new lessees (tenants) and purchasers of this property under Federal law (24 CFR part 35 and 40 CFR part 745) before they become obligated under a lease or sales contract. The complete report must also be provided to new purchasers, and it must be made available to new tenants. Landlords (lessors) and sellers are also required to distribute an educational pamphlet and include standard warning language in their leases or sales contracts to ensure that parents have the information they need to protect their children from lead-based paint hazards. (See Section IV of Chapter 7 of the HUD Guidelines for further details).

XRF INSPECTION NOTES

Anthony Penna of Associated Consulting Professionals, Inc. performed a lead-based paint inspection on this property utilizing XRF technology. This inspection did not include such items as water sampling, soil analysis, mini blind testing, lead dust analysis, furniture, bathroom and or floor/window tile-except as noted below. Non-painted items such as tile windowsills and vinyl base were not tested unless they have been painted over with conventional house paints.

When identifying a testing location with a Wall A, B, C or D designation, this is used to determine where a test was taken in correlation to the numbered front entry to the home. Wall A is the front wall, B, C and D walls follow in a clockwise direction around the house or room. For this home wall A is the East wall in all rooms.

When an item is listed as positive it includes all like items in the identified area (room or exterior) unless otherwise noted.

**Please Note:** A property is exempt from having a Lead Risk Assessment performed if it has been tested by XRF by an EPA certified Lead Risk Assessor and found to not have lead-based paint covered components.

POSITIVE LEAD-BASED PAINT LOCATIONS:

Exterior – None

Interior – None

Pb  3  
**Environmental Monitoring, LLC.**

◆Asbestos, Lead Paint and Construction Air Monitoring ◆Consulting ◆Bulk Sampling for Laboratory Analysis◆  
(352) 203-4081 email: [robppo3@gmail.com](mailto:robppo3@gmail.com) or [rrasmussen72@gmail.com](mailto:rrasmussen72@gmail.com)

FL Licensed Asbestos Business Organization No. ZA527

U.S. EPA Certified Lead-Based Paint Activities Firm No. NAT-F178890

July 14, 2023

Report No: CC-7-14-23-02

Project:  
Asbestos Survey for Renovation-House  
2071 N. US Highway 441  
Lake City, FL 32055



Client:  
Columbia County CDBG-HR Program  
135 NE Hernando Ave.  
Lake City, FL 32055



*Unofficial without seal*  
Peter Swarr, PE #44159FL Signed electronically 7/16/23 by  
LAC #63 Peter C. Swarr, PE

6548 SW 131<sup>st</sup> Place Ocala, FL 34473 352.203.4081

Asbestos Survey for Renovation-House  
2071 N. US Highway 441  
Lake City, FL 32055

According to your instructions *PbO<sub>3</sub>* Environmental Monitoring, LLC., Inc. has completed an asbestos survey at the subject property (Project). The following pages of this report contain the results of this Inspection. This limited asbestos inspection report presents data that describes the location of asbestos-containing material (ACM) identified in the subject property. This report is to be used as a program-planning tool for the proposed demolition, renovation, construction and/or maintenance activities scheduled at this facility. This survey was conducted on site by EPA/AHERA trained professional inspector(s).

Suspect materials not previously identified in this report may be encountered during any renovation or demolition. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

This report is intended for the exclusive use of our client. The findings are relevant to the conditions observed during the physical process of performing the Inspection. These findings should not be treated as absolute, nor should they be relied upon to represent conditions at significantly later dates.

*PbO<sub>3</sub>* Environmental Monitoring, LLC.



Robert Rasmussen  
Building Inspector  
Asbestos License # ZA527

## 1.0 INTRODUCTION

**PbO<sub>3</sub>** was contracted by our client to conduct an Asbestos Survey of suspect asbestos containing materials found in the subject property.

- 1) Identify suspect asbestos-containing materials that would be disturbed during demolition and/or select renovations to this structure.

## 1.1 INSPECTION AND SAMPLING PROCEDURE

**PbO<sub>3</sub>** inspection and sample collection procedures are based on the Environmental Protection Agency (EPA) protocols.

An initial facility walk through is conducted to familiarize the inspector with the facility layout. The facility is then divided into functional available spaces that can be accessed. The suspect homogeneous materials are selected for bulk sampling. Samples are collected and placed into separate, sealed plastic bags. Each sample is individually numbered and sample information is entered onto a Field Data Sheet. Sample tools are decontaminated after each sample collection. The samples are delivered to an accredited laboratory for analysis, accompanied by a completed Chain of Custody Form.

Suspect materials are divided into three categories: surfacing materials (such as plaster and surface coatings), thermal system insulation (TSI) (such as mudded TSI fittings, duct insulation, and pipe insulation), and miscellaneous material (such as floor tile, drywall, and mastic). Asbestos-containing materials are classified according to:

- Friability**
- \* Friable
  - \* Non-friable

*Friable asbestos-containing material (ACM), is defined as any material containing more than one percent (1%) asbestos as determined using the method specified in Appendix A, Subpart F, 40 CFR Part 763, Section 1, Polarized Light Microscopy (PLM), that, when dry, can be crumbled, pulverized or reduced to powder by hand pressure. (Sec. 61.141)*

*Nonfriable ACM is any material containing more than one percent (1%) asbestos as determined using the method specified in Appendix A, Subpart F, 40 CFR Part 763, Section 1, Polarized Light Microscopy (PLM), that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure. EPA also defines two categories of nonfriable ACM, Category I and Category II nonfriable ACM, which are described later in this guidance.*

*"Regulated Asbestos-Containing Material" (RACM) is (a) friable asbestos material, (b) Category I nonfriable ACM that has become friable, (c) Category I nonfriable ACM that will be or has been subjected to sanding, grinding, cutting or abrading, or (d) Category II nonfriable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations.*

A particular suspect material may be found in several different locations within a facility. The EPA does not require that these materials be sampled in each location, provided the materials are of the same type, age, appearance, have the same date of installation, and are sampled in accordance with EPA requirements to provide statistically reliable data that can be extrapolated onto all remaining non-sampled areas.

Accredited inspectors determine the number of samples of each material to be collected, depending on the material's category and the amount of material present.

The EPA's National Emission Standard for Hazardous Air Pollutants (NESHAP) regulations and the Florida Department of Environmental Protection (FDEP) Asbestos program regulate the removal and disposal of asbestos-containing building materials (any material containing more than 1% asbestos).

Asbestos NESHAP regulations must be followed for demolitions and/or renovations of facilities with at least 80 linear meters (260 linear feet) of regulated asbestos-containing materials (RACM) on pipes, 15 square meters (160 square feet) of regulated asbestos-containing materials on other facility components, or at least one cubic meter (35 cubic feet) of facility components where the amount of RACM previously removed from pipes and other facility components could not be measured before stripping.

## 1.2 METHODS OF LABORATORY ANALYSIS

Samples are analyzed in accordance with AHERA requirements using the following reference methods:

- EPA Interim Method for the Detection of Asbestos in Bulk Insulation Samples (EPA 600/M4-82020, December 1982).
- McCrone Research Institute's The Asbestos Particle Atlas.

All bulk samples are analyzed using PLM visual area estimate (VAE). Friable materials containing asbestos estimated at less than ten percent by PLM-VAE may be reanalyzed by PLM point counting. Additional treatment and tests may be used as required to accurately define composition (i.e., ashing, extractions, and TEM). All bulk sample laboratory reports are verified through an established quality assurance (QA) procedure.

## 1.3 QUALITY CONTROL PROCEDURES

Laboratories accredited by the National Voluntary Laboratory Accreditation Program (NVLAP) analyze all samples. These laboratories participate in the NVLAP, as well as the American Industrial Hygiene Association (AIHA) Bulk Asbestos Sample Quality Assurance Program. *PbO<sub>3</sub>* verifies all sample data for accuracy by cross-referencing Field Data Sheets, Chain of Custody Forms, and field notes.

## 1.4 DETERMINATION OF ACM CLASSIFICATION

The positive identification of asbestos in a material or product can only be made through laboratory analysis. Visual inspection or common knowledge is not a positive test. The asbestos content of a suspect material is determined by collecting a bulk sample and having it analyzed by PLM. The PLM technique determines the specific type of asbestos present in the bulk sample and VAE provides an estimate of the percentage of asbestos.

The EPA National Emission Standards for Hazardous Air Pollutants (NESHAP) - National Emission Standard for Asbestos (40 CFR Part 61, subpart M) defines a non-friable asbestos-containing material as any material with an asbestos content greater than one percent as determined by PLM analysis. A friable material estimated to contain less than ten percent asbestos as determined by PLM-VAE must be analyzed by PLM point counting and determined to contain less than one-percent asbestos in order to be considered a non-regulated ACM.

A clarification memorandum issued by the EPA regarding the NESHAP regulation included the following statement:

The parties legally responsible for a building (owner or operator) may take a conservative approach to being regulated by the NESHAP. The responsible party - may choose to act as though the building material is an asbestos-containing material (greater than 1%) at any level of asbestos content (even less than 1% asbestos). Thus, if the analyst detects asbestos in the sample and estimates the amount to be less than 10% by visual estimation, the parties legally responsible (owner or operator) of the building may elect to assume the amount to be greater than 1% and treat the material as regulated asbestos containing material or require verification of the amount by point counting.

## 1.5 INSPECTION LIMITS

**PbO<sub>3</sub>** has performed the Client requested tasks in a thorough and professional manner consistent with commonly accepted standard industry practices, using state of the art practices and best available known technology, as of the date of the assessment. **PbO<sub>3</sub>** cannot guarantee and does not warrant that this Asbestos Survey has identified all adverse environmental factors and/or conditions affecting the subject properties on the date of the Assessment. **PbO<sub>3</sub>** cannot and will not warrant that this Asbestos Survey that was requested by the client will satisfy the dictates of, or provide a legal defense in connection with, any environmental laws or regulations. It is the responsibility of the client to know and abide by all applicable laws, regulations, and standards. The results reported and conclusions reached by **PbO<sub>3</sub>** are solely for the benefit of the client. The results and opinions in this report, based solely upon the conditions found on the property as of the date of the Assessment, will be valid only as of the date of the Assessment. Please note that the test results relate only to those homogeneous materials tested. If conditions, or materials, other than those addressed in this report are encountered during the planned demolition activities, **PbO<sub>3</sub>** should be contacted to assess the potential impact of these materials or conditions relative to the findings or recommendations included herein. The survey was performed by observing suspect materials throughout the structure where accessible. We must emphasize that it is not possible to look within every location of a building. The visual survey documents only general locations of suspect materials but does not determine exact boundaries. Concealed locations of asbestos may exist at the subject property, and the levels may vary from those stated in this report. There may be variations in the composition of materials which appear similar. Materials may be hidden from view and not accessible. Hypothetical examples include floor tile hidden under carpeting, and not detected by our typical examination of the area under the carpet at a corner(s) or existing hole(s), an abandoned length of insulated pipe hidden within a finished wall, an asbestos-cement sewer vent pipe in the wall behind a toilet, asbestos paper/felt between hardwood flooring and the sub-floor or old vinyl floor tile covered over with plywood and newer flooring materials. No attempt was made to disassemble equipment or demolish structural elements and finishes as this is beyond the scope of our authorized services. Visual observations were made only at convenient locations, due to these limitations, wall voids, flooring under carpet, building cavities and mechanical equipment, and other areas may contain unreported asbestos-containing materials. Suspect materials not previously identified in this report may be encountered during any demolition activity. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

All fire doors should be assumed asbestos containing material since disassembly of locks and/or other work to access the door insulation is not possible.

We generally assume that roofing material, vinyl flooring and floor mastic contains asbestos, as asbestos roofing material, asbestos vinyl flooring and asbestos floor mastic are very common unless noted as sampled. Location

Asbestos Survey for Renovation-House  
2071 N. US Highway 441  
Lake City, FL 32055

and sampling of underground items, such as asbestos-cement pipes, would have been outside of the scope of the survey. Cloth jacketed electrical wiring if present, should be assumed asbestos containing material. Electrical wiring is typically not sampled unless the electrical system has been verified by our client as de-energized.

Electrical wiring is typically not sampled unless the electrical system has been verified by our client as de-energized. Swimming pools are not tested unless they are accessible and drained. Swimming pools should be assumed an asbestos containing material.

EPA 6001R-93/116 is the specified method for analysis of bulk material samples for asbestos under the EPA Asbestos Hazard Emergency Response Act, there have been reports that this method may not identify asbestos when fiber sizes are extremely small or if they are bound in a resinous material. Such materials include floor tile, mastic and asphaltic roofing. Currently, reanalysis by Transmission Electron Microscopy (TEM) to verify results of <1 % or "None Detected" for these materials is recommended.

*Quantities shown in this survey are estimates, actual quantities may vary. Field verification is the responsibility of the contractor. Contractors are responsible for their own verification of quantities prior to bid submittal.*

Suspect materials not previously identified in this report may be encountered during any demolition, renovation and/or maintenance activities. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

## **1.6 INSPECTION DATE AND INSPECTOR INFORMATION:**

*PbO<sub>3</sub>* employee Richard Anderson inspected the structure on July 5, 2023.

## **2.0 FACILITY CONSTRUCTION INFORMATION:**

The structure is a wood framed structure on piers with an asphalt shingle roof.

## **2.1 FACILITY MAINTENANCE AND/OR RENOVATION HISTORY**

Unknown

## 2.2 SUSPECT MATERIAL SUMMARY

- Drywall & Joint Compound
- Plaster
- 9”x 9” Vinyl Floor Tile (Beige) Bottom Layer
- 12”x 12” Vinyl Floor Tile (White & Blue) Top Layer
- 12”x 12” Acoustic Ceiling Tile
- Ceiling Texture
- Rolled Vinyl Flooring (Gray)
- Exterior Caulking
- Asphalt Shingle Roofing
- Concrete

## 2.3 RESULTS

There was a total of Thirty-Five (35) samples (including sub-samples) were analyzed by EPA Method 600/M4/82/020R-93/116. Based upon our visual observations, bulk sampling of suspect materials and subsequent microscopic analysis, we have determined that **asbestos minerals were detected in the samples analyzed.**

Sample No.	Location	Asbestos Component	Asbestos Qty	Friable	Amount
2071-02	SW Bedroom	<b>Drywall Joint Compound</b>	2% Chrysotile	<b>No</b>	<b>Assumed Throughout The Entire House</b>
2071-04	SW Bedroom	<b>Plaster</b>	2% Chrysotile	<b>No</b>	<b>300<sup>2</sup> ft</b>
2071-07	Kitchen/Dining	<b>9”x 9” Vinyl Floor Tile (Beige) Bottom Layer</b>	3% Chrysotile	<b>No</b>	<b>350<sup>2</sup> ft</b>

## 2.4 SUMMARY AND CONCLUSIONS

*PbO<sub>3</sub>* was contracted by our client to conduct an Asbestos Survey of suspect asbestos containing materials found in the subject property.

1. Non-Friable Asbestos Containing Material was detected in the Drywall Joint Compound, Plaster and 9”x 9” Vinyl Floor Tile.

## 2.5 RECOMMENDATIONS

Suspect materials not previously identified in this report may be encountered during any demolition, renovation and/or maintenance activities. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

That this survey be used to identify asbestos containing material and components prior to any planned demolition, renovation, construction and/or maintenance activities scheduled at this facility.

Controlled “Wet” demolition of all materials in place is recommended. Provided the demolition activities do not subject presumed non-friable asbestos containing material (if present) to cutting, sanding, grinding, abrading, or otherwise rendering them friable during demolition.

29 CFR 1926.1101- OSHA's Asbestos Standard for the Construction Industry does apply to the demolition of all buildings identified with Asbestos Containing Material (ACM) and/or presumed ACM. The contractor will need to comply with the specific training, duties and responsibilities outlined in this CFR.

### **Disturbances to Non-Friable Asbestos Drywall Joint Compound, Plaster and 9”x 9” Vinyl Floor Tile:**

- Option 1

Abate all Non-Friable Asbestos Containing Material prior to any renovation that may impact the Drywall Joint Compound, Plaster and 9”x 9” Vinyl Floor Tile. Abatement should be performed by a Florida Licensed Asbestos Abatement Contractor.

29 CFR 1926.1101- OSHA's Asbestos Standard for the Construction Industry does apply if the abatement option is chosen.

OSHA 29 CFR 1910.1001 requires the communication of information concerning asbestos hazards. Employees engaged in work activities with installed ACM may be exposed to asbestos fibers. The owner or operator should take the necessary steps to reduce the potential for disturbance.

- Option 2

Non-Friable Asbestos Containing Material was detected in the Drywall Joint Compound, Plaster and 9”x 9” Vinyl Floor Tile. The EPA NESHAP (40 CFR Part 61, Appendix A to Subpart M) classifies these materials as a Category I, non-friable ACM. Removal is not required by NESHAP provided the renovation activities do not subject this material to cutting, sanding, grinding, abrading, or otherwise rendering them friable during renovation.

29 CFR 1926.1101- OSHA's Asbestos Standard for the Construction Industry does apply to the demolition/renovation of all dwellings identified with asbestos containing material. The demolition contractor will need to comply with the specific **training, duties** and **responsibilities** outlined in this CFR.

OSHA 29 CFR 1910.1001 requires the communication of information concerning asbestos hazards. Employees engaged in work activities with installed ACM may be exposed to asbestos fibers. The owner or operator should take the necessary steps to reduce the potential for disturbance.

### General Recommendations

The EPA's National Emission Standard for Hazardous Air Pollutants (NESHAP) regulations and the Florida Department of Environmental Protection (DEP) Asbestos program regulate the removal and disposal of asbestos-containing building materials. The Florida Department of Environmental Protection (DEP) administers an asbestos removal program under Chapter 62-257, Florida Administrative Code. The Asbestos NESHAP has been adopted by reference in section 62-204.800, Florida Administrative Code. The program's intent is to minimize the release of asbestos fibers during activities involving the processing, handling, and disposal of asbestos-containing material.

The regulations of these agencies require the removal of friable asbestos-containing materials prior to extensive renovation or demolition projects, and the removal of non-friable asbestos-containing materials that may be rendered friable in the course of renovation or demolition projects. Only a Florida licensed asbestos contractor using properly trained, certified, and licensed asbestos workers can perform asbestos removal projects in Florida. Air monitoring during and after abatement activities is also recommended to document the fiber levels inside and outside the abatement work area.

The asbestos NESHAP requires that an asbestos trained person be on site i.e. 40 CFR 61.145 (c) (8) states in part "no RACM shall be stripped, removed, or otherwise handled or disturbed at a facility regulated by this section unless at least one on-site representative, such as a foreman or management level person or other authorized person, trained in the provisions of this regulation and the means of complying with them is present."

DEP recommends that this "trained person" be on site when non-friable ACM is present so that developing problems can be caught early and corrected without delay. In addition, the regulations require the owner of the building and/or the operator to notify the applicable DEP District Office or Local Pollution Control Agency before any demolition, or before renovations of buildings that contain a certain threshold amount of asbestos or asbestos containing materials.

Florida requires the submission of a 10-Day Notification for all renovations and demolitions of facilities with at least 260 linear feet of regulated asbestos-containing materials (RACM), 160 square feet of regulated asbestos containing materials on other facility components, or at least one cubic meter (35 cubic feet) off facility components. Asbestos waste requires disposal at an approved solid waste disposal facility.

Local agencies may also have specific requirements for demolition/renovation projects involving asbestos-containing building materials.

OSHA 29 CFR 1910.1001 requires the communication of information concerning asbestos hazards. Employees engaged in work activities with installed ACM may be exposed to asbestos fibers. The owner or operator should take the necessary steps to reduce the potential for disturbance.

29 CFR 1926.1101- OSHA's Asbestos Standard for the Construction Industry does apply to the abatement, renovation and/or demolition of all buildings identified with asbestos containing material. The contractor will need to comply with the specific training, duties and responsibilities outlined in this CFR.

Asbestos Survey for Renovation-House  
2071 N. US Highway 441  
Lake City, FL 32055

Dear Customer:

*PbO3 Environmental Monitoring Company*, would like to thank you for allowing us the opportunity to be of service to you. We value our customers and therefore *PbO3* prides itself on making sure every customer is fully satisfied.

If there is ever another opportunity that we can be of service to you, we would appreciate the call. The services we provide for future reference are as follows.

- Lead Testing and Consulting, Paint, Soil, Water and Dust.
- Asbestos Testing, Consulting and Monitoring.
- Indoor Air Quality Testing.
- Mold Assessments and Clearances.
- And various other environmental issues.

If you should have any questions, comments or concerns please contact us at (352) 203-4081. Once again, thank you for using *PbO3*.

Sincerely,

*PbO3 Environmental Monitoring, LLC*

Asbestos Survey for Renovation-House  
2071 N. US Highway 441  
Lake City, FL 32055

## **APPENDIX A**

### **LABORATORY RESULTS**



Environmental Hazards Services, L.L.C.  
 7469 Whitepine Rd  
 Richmond, VA 23237  
 Telephone: 800.347.4010

## Asbestos Bulk Analysis Report

Report Number: 23-07-01151

Client: PbO3 Environmental Monitoring, LLC  
 6548 SW 131st Place  
 Ocala, FL 34473

Received Date: 07/11/2023  
 Analyzed Date: 07/13/2023  
 Reported Date: 07/14/2023

Project/Test Address: Renovation; 2071 N US441; Lake City, FL

Client Number:  
 201413

Fax Number:  
 321-507-4914

# Laboratory Results

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
23-07-01151-001	2071-01		Tan/Green Paint-Like; Brown Fibrous; Gray Chalky; Inhomogeneous	NAD	15% Cellulose 85% Non-Fibrous
Joint compound not observed					
23-07-01151-002A	2071-02	Joint Comp.	Tan Powdery; Homogeneous	2% Chrysotile	98% Non-Fibrous
Total Asbestos: 2%					
23-07-01151-002B	2071-02	Drywall	Brown Fibrous; Gray Chalky; Inhomogeneous	NAD	15% Cellulose 85% Non-Fibrous
23-07-01151-003	2071-03		Tan/Green Paint-Like; Brown Fibrous; Gray Chalky; Inhomogeneous	NAD	15% Cellulose 85% Non-Fibrous
Joint compound not observed					
23-07-01151-004A	2071-04	Joint Comp.	Off-White Powdery; Homogeneous	2% Chrysotile	98% Non-Fibrous
Total Asbestos: 2%					

# Environmental Hazards Services, L.L.C

Client Number: 201413

Report Number: 23-07-01151

Project/Test Address: Renovation; 2071 N US441; Lake City, FL

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
23-07-01151-004B	2071-04	Plaster	White Granular; Gray Cementitious; Inhomogeneous	NAD	100% Non-Fibrous
23-07-01151-005	2071-05		Off-White Granular; Gray Cementitious; Inhomogeneous	Trace <1% Chrysotile	100% Non-Fibrous
Total Asbestos: Trace <1%					
Chrysotile present in gray cementitious material. This material alone contains <1% Chrysotile.					
23-07-01151-006	2071-06		Off-White Granular; Gray Cementitious; Inhomogeneous	NAD	100% Non-Fibrous
23-07-01151-007A	2071-07	Tile	Tan Vinyl; Homogeneous	3% Chrysotile	97% Non-Fibrous
Total Asbestos: 3%					
23-07-01151-007B	2071-07	Mastic	Black Adhesive; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
23-07-01151-008A	2071-08	Tile		Did Not Analyze (Positive Stop)	
23-07-01151-008B	2071-08	Mastic	Black Adhesive; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
23-07-01151-009A	2071-09	Tile		Did Not Analyze (Positive Stop)	

## Environmental Hazards Services, L.L.C

Client Number: 201413

Report Number: 23-07-01151

Project/Test Address: Renovation; 2071 N US441; Lake City, FL

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
23-07-01151-009B	2071-09	Mastic	Black Adhesive; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
23-07-01151-010A	2071-10	Tile	Off-White/Blue Vinyl; Homogeneous	NAD	100% Non-Fibrous
23-07-01151-010B	2071-10	Mastic	Yellow Adhesive; Homogeneous	NAD	5% Cellulose 95% Non-Fibrous
23-07-01151-011A	2071-11	Tile	Off-White/Blue Vinyl; Homogeneous	NAD	100% Non-Fibrous
23-07-01151-011B	2071-11	Mastic	Yellow Adhesive; Homogeneous	NAD	5% Cellulose 95% Non-Fibrous
23-07-01151-012A	2071-12	Tile	Off-White/Blue Vinyl; Homogeneous	NAD	100% Non-Fibrous
23-07-01151-012B	2071-12	Mastic	Yellow Adhesive; Homogeneous	NAD	5% Cellulose 95% Non-Fibrous
23-07-01151-013	2071-13		Off-White Paint-Like; Brown Fibrous; Inhomogeneous	NAD	90% Cellulose 10% Non-Fibrous

# Environmental Hazards Services, L.L.C

Client Number: 201413

Report Number: 23-07-01151

Project/Test Address: Renovation; 2071 N US441; Lake City, FL

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
23-07-01151-014	2071-14		Off-White Paint-Like; Brown Fibrous; Inhomogeneous	NAD	90% Cellulose 10% Non-Fibrous
23-07-01151-015	2071-15		Off-White Paint-Like; Brown Fibrous; Inhomogeneous	NAD	90% Cellulose 10% Non-Fibrous
23-07-01151-016	2071-16		White Granular; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
23-07-01151-017	2071-17		White Granular; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
23-07-01151-018	2071-18		White/Off-White Powdery; Inhomogeneous	NAD	100% Non-Fibrous
23-07-01151-019A	2071-19	Flooring	Gray Vinyl; White Foam-Like; Inhomogeneous	NAD	10% Fibrous Glass 90% Non-Fibrous
23-07-01151-019B	2071-19	Mastic	Pale Yellow Adhesive; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
23-07-01151-020	2071-20		Gray Vinyl; White Foam-Like; Inhomogeneous	NAD	10% Fibrous Glass 90% Non-Fibrous

## Environmental Hazards Services, L.L.C

Client Number: 201413

Report Number: 23-07-01151

Project/Test Address: Renovation; 2071 N US441; Lake City, FL

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
23-07-01151-021	2071-21		Gray Vinyl; White Foam-Like; Inhomogeneous	NAD	10% Fibrous Glass 90% Non-Fibrous
23-07-01151-022	2071-22		Gray/Tan Granular; Inhomogeneous	NAD	3% Talc 97% Non-Fibrous
23-07-01151-023	2071-23		Gray/Tan Granular; Inhomogeneous	NAD	3% Talc 97% Non-Fibrous
23-07-01151-024	2071-24		Gray/Tan Granular; Inhomogeneous	NAD	3% Talc 97% Non-Fibrous
23-07-01151-025	2071-25		Black/Brown Aggregate; Black Tar-Like Fibrous; Inhomogeneous	NAD	5% Cellulose 15% Fibrous Glass 80% Non-Fibrous
23-07-01151-026	2071-26		Gray/Tan Cementitious; Inhomogeneous	NAD	100% Non-Fibrous

# Environmental Hazards Services, L.L.C

Client Number: 201413

Report Number: 23-07-01151

Project/Test Address: Renovation; 2071 N US441; Lake City, FL

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
-------------------	----------------------	------------	-----------------------	----------	-----------------

QC Sample: 59-M22021-4

QC Blank: SRM 1866 Fiberglass

Reporting Limit: 1% Asbestos

Method: EPA Method 600/R-93/116, EPA Method 600/M4-82-020

Analyst: Meredith Outlaw

Reviewed By Authorized Signatory:



Tasha Eaddy  
QA/QC Clerk

These results are based on a comparative visual estimate. The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. Each distinct component in an inhomogeneous sample was analyzed separately and reported as a composite. Results represent the analysis of samples submitted by the client. Sample location, description, area, volume, etc., was provided by the client. This report cannot be used by the client to claim product endorsement by NVLAP or any agency of the U.S. Government. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C. California Certification #2319 NY ELAP #11714 NVLAP #101882-0 VELAP 460172. All information concerning sampling location, date, and time can be found on Chain-of-Custody. Environmental Hazards Services, L.L.C. does not perform any sample collection.

Environmental Hazards Services, L.L.C. recommends reanalysis by point count (for more accurate quantification) or Transmission Electron Microscopy (TEM), (for enhanced detection capabilities) for materials regulated by EPA NESHAP (National Emission Standards for Hazardous Air Pollutants) and found to contain less than ten percent (<10%) asbestos by polarized light microscopy (PLM). Both services are available for an additional fee.

400 Point Count Analysis, where noted, performed per EPA Method 600/R-93/116 with a Reporting Limit of 0.25%.

\* All California samples analyzed by Polarized Light Microscopy, EPA Method 600/M4-82-020, Dec. 1982.

LEGEND: NAD = no asbestos detected

23-07-01151



Due Date: 07/14/2023 (Friday) AE

Turnaround: 24 Hrs

CHAIN OF CUSTODY DOCUMENT

PAGE

ACCOUNT No. 201413

Pb<sub>3</sub> ENVIRONMENTAL MONITORING, LLC.

6548 SW 131<sup>st</sup> Place Ocala, FL 34473 (352) 203-4081 rasmussen72@gmail.com

Project Number:

Project Name: RENOVATION

Project Address: 2071 N. US441 LAKE CITY, FL

Client Name: Columbia County

Inspector: R. ANDERSON

Lab Name: Environmental Haza

Address: 7469 Whitepine Road

N. Chesterfield, VA 23237

Phone: 1-800-347-4010 ext

Turnaround: 24 Hrs

Other

Analysis Type: Asbestos Bulk  Positive Stop

Lead: OTHER

Date	Sample Number	Description	Location	Comments/Measurements
7/5/23	2071-01	Drywall w/compound	SE Bedroom	Thorough
	02	+	SW Bedroom	+
	03	+	SW Bedroom Closet	+
	04	Plaster w/Thin coat	SW Bedroom	300 ft <sup>2</sup>
	05	+		+
	06	PKG		+
	07	12x12 Vinyl Tile BEIGE	KITCHEN (DIN Bottom Layer SW KITCHEN)	350 ft <sup>2</sup>
	08	+		+
	09	+		+
	10	12x12 Vinyl tile w/white	KITCHEN (TOP Layer)	100 ft <sup>2</sup>
	11	+		+
	12	+		+
	13	12x12 Acoustic Ceiling Tile	Dining	Thorough
	14	+	S. Bedroom	+
	15	+	SE Bedroom	+
	16	Ceiling Texture	KITCHEN	Thorough
	17	+	CENTER OF HOUSE	+
	18	+	SE Bedroom	+
Relinquished By: [Signature]				
Received By: [Signature]				
Date: 7/5/23			Time: 2:18 PM	
Date: 4/11/23			Time: 2:18 PM	

MO  
RC PLM  
+09



Asbestos Survey for Renovation-House  
2071 N. US Highway 441  
Lake City, FL 32055

**APPENDIX B**  
**CERTIFICATIONS**

**COLUMBIA COUNTY  
HOUSING REHAB PROGRAM  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

<b>Client:</b>	<b>Marta Huguet</b>	<b>Date:</b>	October 2023
<b>Address:</b>	172 SW Erin Glen. Lake City, FL 32024		

**Home Built: 1991.**

- \*Lead Base Paint Safe Construction Actions: **Do Not Apply**
- ACM Actions: **Do Not Apply**
- Mold Actions: **N/A**

*\*This unit was constructed pre [ ] post [ X ] 1979: Take Notice of any material that may contain Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all safe LBP and ACM recommended actions for safe repairs and/or disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is not reasonable to assume that no actions are required.*

**Parcel ID:** 1-5S-16-03405-122 (16694)

**Brief Legal Description:** LOT 22 SOUTHWOOD MEADOWS S/D. 741-1722, 745-2122, CT 1029-1946, WD 1040-2780, AG 1045-1590, QC 1056-563, WD 1321-2650, QC 1361-1969,

**PA Appraised Value:** \$181,959.00

Item	System	Description of Work	Location	Price	Contractor Initials
Project Note	REHABILITATION	Special attention should be directed to all contractor obtained LBP/ ACM/Mold reports regarding Lead Base Paint, Asbestos, and/or Mold. Any recommendations included in the reports regarding such material shall become part of the Work.  <b>LBP Outcome: See Report      ACM Outcome: N/A</b>	Unit	\$ N/A	



# PROJECT OPERATIONAL STANDARDS AND NOTIFICATION

## A. GENERAL PROJECT INFORMATION

All Housing Rehabilitation Program inspections are considered as complete as possible based on the condition of the home at the time of the Pre-SOW inspection. All defects may not be accessible and/or visible at the time of inspection. Defects may be uncovered during the rehab process, changing the scope of work. The Housing Rehabilitation Program nor its agents or representatives are responsible for unseen items. Not all items that are determined to contain non-code or HQS defects will be listed in the SOW. Priorities governed by the applicable program Housing Assistance Plan and implemented by the CDBG Program Administrative team, including but not limited to the Program HRS; the Program Inspector, Program Project Manager, and/or Program Administrator.

Project inspections and SOW's are developed based on the following criteria:

1. Emergency & Code deficiencies- Health and safety of the client
2. HQS deficiencies-Health and safety of the client
3. Weatherization and/or hardening measures (as applicable and allowable by the program HAP)
4. Items to protect the home from increased or further deterioration or blight
5. Needs of the client based on age and./or disability
6. Energy saving and green construction measures
7. Program budget availability (as applicable and allowable by the program HAP)

## B. OWNER(S) ACCEPTANCE OF THE SCOPE OF WORK

The undersigned applicant(s) certifies that he/she or an appointed agent were and are aware of the pre-SOW inspection that was performed prior to the development of the final project Scope of work. Furthermore, the applicant or his/her appointed agent acknowledge participation in the inspection process and rehabilitation items reviewed and utilized in the development of this Scope of Work (SOW).

Applicant/Homeowner understands that he/she will be responsible for removing or relocating all personal items prior to the commencement of project rehab work. In cases where contractors are required to move personal items, the applicant/homeowner accepts all liability for any and all damaged items that may occur during any such removal and/or relocation. This shall not be the responsibility of the Housing Rehabilitation Program nor any of its direct agents.

It is understood that initial inspections cannot reveal all defects in the home since the inspection is to be considered non-invasive. During the process of construction, after the bid is awarded, there may be changes to the scope of work.

It may be necessary to add or remove items from the SOW based on need and budget availability.

**I have read and acknowledge understanding of the statements above:**

Owner (Signature) \_\_\_\_\_ Date: \_\_\_\_\_

Co-Owner (Signature) \_\_\_\_\_ Date: \_\_\_\_\_

**C. NOTICE TO BIDDING CONTRACTORS**

**ALL COSTS SHOULD BE INCLUDED IN THE BID DOC (SOW) LINE ITEMS. THIS IS A GENERAL NOTIFICATION OF INFORMATION FOR WORK TO BE COMPLETED WITH AND FOR THIS PROJECT**

**PREFACE:**

The undersigned contractor certifies that he/she has carefully reviewed & agrees to perform the work described in this SCOPE OF WORK (SOW).

It is understood that initial inspections cannot reveal all defects in the home since the inspection is to be considered non-invasive. During the process of construction, after the bid is awarded, there may be changes to the scope of work. These changes must be approved by the housing department or other department from which the scope of work was issued.

Some specifications are considered to be general in nature and specifics will be discussed at walk through of project. It is the responsibility of the contractor to verify any misunderstandings prior to work or bid being awarded.

All work to be performed in a professional, workmanlike manner, in accordance with the Housing Program Specifications, Florida Building Code, applicable local ordinance, HOA requirements, and manufacturer's specifications. The contractor shall be responsible for the repairs and/or reinstallation of materials/equipment/fixtures damaged or removed due to any work item contained herein. Contractors shall properly dispose of all fixtures, materials and other items removed from the dwelling unless otherwise specified herein. Bid will be accepted on the **TOTAL BID** submitted, and all items must be cost itemized in the space provided or the bid will be rejected.

**SCOPE OF WORK and CHANGE ORDERS**

No contractor shall, without prior written approval from the Housing Rehabilitation Specialist, Project Manager, or Housing Program Administrator, deviate from any product recommendations listed within this Scope of Work. A notice of "or equal" exchange shall be provided to the Project Manager within forty-eight (48) hours of the proposed "or equal" substitution.

This notice shall contain: (1) The names of both the SOW recommended product and proposed substitute product name and specifications; (2) Comparable manufacturer specifications list, included but not limited to code applicability, price, warranty information, consumer review reports; (3) Any additional information requested by the Housing Program and/or its agents.

Failure to provide any required notification will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

All change order must be approved by the owner, Project Manager, and approved housing program representative before any change order work can begin. Change orders will be granted as the program rule(s) and budget will allow. Primarily for code, HQS, and other health & safety deficiencies not already considered a part of the SOW.

**VERIFY QUANTITIES/MEASUREMENTS:**

All Quantities and Units of Measure stated in the Scope of Work are for the contractor's convenience and must be verified by the contractor at a mandatory or follow up site inspection prior to bid submission. Discrepancies in Quantities or Units of Measure found by the contractor must be communicated to the Housing Rehabilitation Specialist or Project Manager prior to the submission of a bid. Claims for additional funds due to discrepancies in Quantities shall not be honored after the bid submission and rehab contract execution.

**ALL PERMITS REQUIRED**

The contractor shall initial below for any permits that he/she will apply for relating to this project scope of work. Failure to initial may result in an unacceptable bid:

\_\_\_\_\_ Building; \_\_\_\_\_ Zoning; \_\_\_\_\_ Roofing; \_\_\_\_\_ Plumbing  
\_\_\_\_\_ Electric; \_\_\_\_\_ HVAC; \_\_\_\_\_ Other (list other below as applicable):  
\_\_\_\_\_  
\_\_\_\_\_

**JOB BEHAVIOR**

Contractor and all contractor subs are expected to act and perform in a professional manner. The work site shall be a drug and harassment free workplace. Failure to comply may result in the owner terminating the contract for cause.

**NEW MATERIALS REQUIRED**

All materials used in connection with this project are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Housing Rehabilitation Specialist or Project Manager.

**PERIODICALLY REMOVE DEBRIS**

The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each week and leave the property in broom clean condition. In occupied dwellings, debris shall be removed from living quarters

**WORKMANSHIP STANDARDS**

All work shall be performed by workmen both licensed and skilled in their particular trade as well as the tasks assigned to them. Workers shall protect all surfaces as long as required to eliminate damage. All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, floors, fixtures, appliances, ECT... affected by construction.

The contractor will provide all material and shall be responsible for covering all homeowner belongings, including flooring that cannot be moved during rehabilitation: this is not the owner's responsibility: Daily clean-up within and around the home is required and material will be the responsibility of the contracting firm: substituting items to upgrade cabinet heights is prohibited.

It is at the discretion of the Housing Rehabilitation Specialist and/or Project Manager to approve or deny the quality of work on all projects. Poor workmanship will not be accepted and will need to be approved prior to any partial or final payment.

**GENERAL WARRANTY**

Contractor shall provide a 1-year workmanship and material (5 years for roof) warranty for all work performed via the Scope of Work and any approved change orders. The contractor shall remedy any defect due to faulty material or workmanship and assume responsibility for all damage directly resulting therefrom, which appear within one year from final inspection. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

**TIME AND PERFORMACE**

This house may or may not require the homeowner to vacate the premises during the construction period. The period for Construction shall be 60 Working days (Mon-Fri: 8am-6pm) from the date of contract execution and acceptance.

The contractor shall contact, either by phone or electronic communication (text or email), the homeowner at least once per week to provide project progress updates. Failure to contact the owner for three (3) consecutive weeks will result in a \$50 per week credit back to the owner's assistance availability or the CDBG program in general.

The above applies to all line items associated with this Scope of Work:

**NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors**

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the Housing Rehabilitation Program.	
Contractor's Name (Print Name): _____	Contractor's Signature: _____
Contractor's Address: _____	Contractor's Phone Number: _____

**COLUMBIA COUNTY**  
**CDBG Rehabilitation Scope of Work and Specifications**  
 (Work Listed Below)

Description: Project Operation	Qty.	Location	Amount
--------------------------------	------	----------	--------

<b>1. OPERATIONAL</b>	<b>All</b>	<b>Project</b>	<b>\$_____</b>
-----------------------	------------	----------------	----------------

The contractor shall be responsible for and provide all applications, permits, plans, drawings, product approvals, or other required local, state, or federal, documentation (To include all applicable Fees, A&E, etc.).

<b>1a. MANUALS &amp; SPECIFICATION DOCUMENTS</b>	<b>All</b>	<b>Project</b>	<b>\$N/A_____</b>
--	------------	----------------	-------------------

The contractor shall supply, at the time of the final CDBG project closeout inspection, all manufacturer manuals and specification booklets/packets for all supplied and installed products listed within the Scope of Work. Failure to Do so, may result in a failed final CDBG project Inspection.

**Line item Notes**

**NOTE 1:** To Include all applicable Plans, Drawings, and Permits, & approved building department docs

**NOTE 2:** Depending on project location additional and/or special permits may be required. Any additional and/or special permitting requirements, including cost shall be the responsibility of the contractor.

<b>1b. COMMUNICATION &amp; REPORTING STANDARDS</b>	<b>All</b>	<b>Project</b>	<b>\$_____</b>
--	------------	----------------	----------------

The contractor shall contact, either by phone or electronic communication (text or email), the homeowner at least once per week to provide project progress updates. This shall be documented via an every **Monday Email Report (MER)** to the project manager: Failure to contact the owner and/or provide the MER for two (2) consecutive weeks will result in a \$50 per week credit back to the owner's assistance availability or the SHIP program in general. This credit shall be applied at every failure of compliance occurrence.

**Line-item Notes:**

**NOTE 1:** Failure to place a cost for this line item will not exclude the contractor from the responsibility and required stated therein.

<b>1c. ELECTRICAL SYSTEM</b>	<b>All</b>	<b>Dwelling</b>	<b>\$_____</b>
------------------------------	------------	-----------------	----------------

Due to reported random electrical shorts: Inspect and test the housing unit electrical systems and wiring network in its entirety to ensure that the housing units' circuitry is wired for optimal operation, is free from any immediate fire, health, & safety threats and is in compliance with the current NEC. **Missing smoke detection units should be noted.**

A licensed electrician must complete inspection and the electrical report must be submitted to the Guardian Project Manager. *A 3<sup>rd</sup> party report showing the findings at the time of inspection must be provided prior to any change order approval or payment being made.*

**Line-Item Notes:**

**NOTE 1:** All subsequent non-listed electrical repairs (smoke detectors, etc.) and procedures (if determined **AFTER** by inspection results) shall be in compliance with all current NEC, State and Federal regulations.

**1d. MOLD INSPECTION****All Dwelling****\$ \_\_\_\_\_**

**PREFACE:** The mold inspection shall be completed by a legal and appropriately licensed environmental firm. At the conclusion of any work the investigating company must provide an affidavit stating that the work was completed and provide a report including abatement recommendations with detailed remediation plan/scope of work and cost estimate.

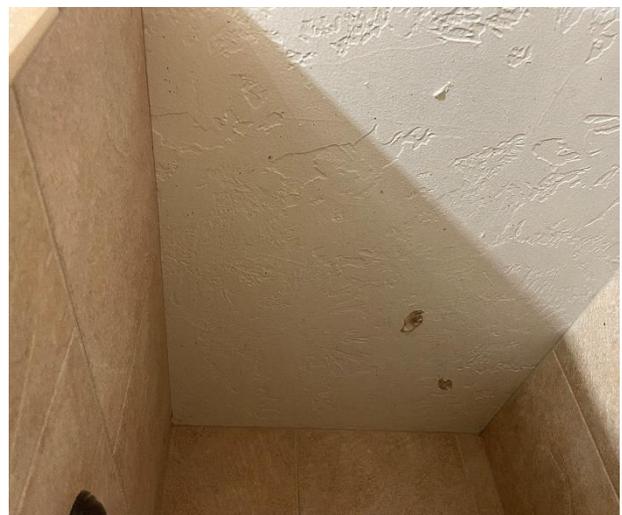
Provide an interior dwelling mold inspection (including interior infrared or other moisture detection processes). The inspection shall yield a comprehensive results report which shall contain all required moisture readings, inspection findings, and abatement recommendations. Areas of interest are the Master Bath & Hall Bath ceilings.

The Inspection and recommendations to be provided by a licensed/certified environmental firm, including an exterior sample base mold prescience test. A 3<sup>rd</sup> party report showing the findings at the time of inspection shall be provided to the **City** and project manager.

**Line-item Notes:**

**NOTE 1:** Includes inspection and findings report only.

**NOTE 2:** Once the inspection report and abatement recommendation plan has been complete and submitted, a change order for actual repairs (ceiling, flooring, walls, etc.) may be submitted.



Description: Exterior Rehab-General	Qty.	Location	Amount
-------------------------------------	------	----------	--------

**PREFACE:** All mechanical work shall be completed by a legal and appropriately licensed mechanical firm. At the conclusion of the work the mechanical company shall conduct a review of the HVAC system and provide an affidavit stating that all work was completed to all specification and/or code requirements and provide notice that the unit's mechanical system is in safe and code compliant working order. Any deficiencies found by the contractor shall be provided to the GC listing any additional repairs needed above what is listed in the SOW. The Contractor understands that failure to provide this affidavit may result in nonpayment of this item and agrees that the owner, the County, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

<b>2. HVAC</b>	<b>All</b>	<b>Dwelling</b>	<b>\$ _____</b>
----------------	------------	-----------------	-----------------

Remove existing HVAC unit (including vent cleaning). Install a new complete HVAC system (Condenser/AHU), including all required operational components. All existing components (handler housing, plenum) shall be repaired to ensure proper condition and operational order. Installation of new complete HVAC shall be a minimum 14 SEER central heating and air conditioning system (tonnage to be calculated based on required energy calcs). **Rheem (RA14) ClassicSeries or approved equal in value and quality.**

The system is to include service to all habitable rooms. **The ducts and vents shall be inspected for condition.** Where applicable ducts should be adjusted in a manner to ensure maximum air flow: Installation shall also include new return grill (at hallway), compressor, air handler, piping, electrical service connects/disconnects, programmable thermostat and all other components necessary for a complete working system; Exterior condenser must be installed on a minimum 3X3 concrete pad and bolted to the pad.

**Line-Item Notes:**

**NOTE 1:** Contractor shall provide drawings, energy calculations, and documents as required to perform the SOW. Cost of energy calculations must be included in the bid, as a copy must be provided to the owner and HRS.

**NOTE 2:** Installation must follow the Energy Star/ACCA Quality Installation Standards (see link for reference): [www.acca.org/quality](http://www.acca.org/quality).

**NOTE 3:** Bid to include vent cleaning and a report detailing the condition of the duct network.



Description: Exterior Rehab-General	Qty.	Location	Amount
-------------------------------------	------	----------	--------

<b>5. ACCESS-STEPS</b>	<b>1-Set</b>	<b>Front</b>	<b>\$ _____</b>
------------------------	--------------	--------------	-----------------

Remove all existing loose and broken walkway pavers. Prepare the ground for the formation and pour of a new, single entry exit step (half-circle) at the front covered porch. *The final location shall be discussed with the homeowner and listed on the color style selection sheet.*

The step shall be at a height and with that allows for a safe transition from the porch out into the yard.

**Line-Item Notes**

**NOTE 1:** As required by code the contractor shall also construct a concrete landing at the bottom of the step.



<b>5. ACCESS-STEPS</b>	<b>2-Sets</b>	<b>Rear</b>	<b>\$ _____</b>
------------------------	---------------	-------------	-----------------

Prepare the ground for the formation and pour of a new, single entry exit step (half-circle) at the rear entry/exit (from interior to exterior) doors (1 single door and 1 French Door set).

The step shall be at a height and with that allows for a safe transition from the porch out into the yard.

**Line-Item Notes**

**NOTE 1:** As required by code the contractor shall also construct a concrete landing at the bottom of the step.



----- END SOW -----

TOTAL BID AMOUNT \$ \_\_\_\_\_

**\*\*SPECIAL NOTES\*\***

***All requests for information (RFI's) shall be submitted in writing/via email to:  
Antonio Jenkins  
Antonio.jenkins@guardiancrm.com  
863-899-6695***

*Any and all products or services included in this scope of work shall be installed to the manufacture's specifications and in compliance with all applicable Columbia County, Health Department, NEC, and/or Florida Building Codes.*

*All NOA product numbers can be found at [www.miamidade.gov/buildingcode/pc-search\\_app.asp](http://www.miamidade.gov/buildingcode/pc-search_app.asp).*

*All products with no NOA requirement number can be found at [www.homedepot.com](http://www.homedepot.com), [www.lowes.com](http://www.lowes.com), or other retail outlets where such products are sold:*

**OFFICIAL USE ONLY**

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**WORK WRITE-UP PREPARED BY: Antonio Jenkins: Guardian CRM, Inc** \_\_\_\_\_ **Date: October 2023** \_\_\_\_\_  
**AMENDED WRITE-UP PREPARED BY:** \_\_\_\_\_ **Date:** \_\_\_\_\_



***REQUIRED ADDENDUM PAGE(S) TO FOLLOW***

**READ CAREFULLY-WHEN THIS BID  
ESTIMATE/CONTRACT IS SIGNED, YOU ARE LEGALLY  
RESPONSIBLE.**

NOTE:

- Only licensed and insured contractors legally able to perform work within the State of Florida may submit bids/estimates. A copy of your license and certificate of insurance (listing the County and owner as additional insured) is required to be submitted with your bid.
- For Housing units constructed prior to 1978 where lead based paint may be present, contractors must have, be able to obtain, or procure a properly licensed/certified EPA-RRP firm in order to complete rehabilitation/abatement on properties where lead is found to be present.
- The bid estimates must be based on the work write-up provided by the County.
- No work shall begin and no material shall be ordered unless a NOTICE TO PROCEED is issued.
- BUILDING PERMIT MUST BE OBTAINED, AS APPLICABLE, FOR ALL WORK PERFORMED.
- NO advance payment is allowed.
- Funds will be paid directly to the contractor upon submittal of a final invoice, a W-9 form, a notarized Prime Contractor and Sub-Contractor Release of Lien, a copy of the final inspection approval. For partial draws an inspection on partial work, a notarized Contractors Partial Affidavit plus other additional items identified above are required.
- No funds shall be paid to the property owner (applicant).
- All estimates must indicate if connection to public water or sewer service will be required and include all required utility, County charges, and permit fees for such services as part of the estimate.
- Owner/applicant and contractor must discuss and, on all items, related to this bid estimate, including color and type of material to be used (SEE Exhibit "A" to follow).
- All surfaces disturbed by construction shall be repaired in finished to match existing.
- Contractor shall take before pictures and document working condition of all areas, appliances, ect... in the immediate area of construction.
- Where owner claims of damage not related to a specific SOW is made the photos and notes referenced immediately above shall be utilized in resolving the dispute.

Contractors are prohibited from offering any additional work or favors outside of the SOW/work write-up proposed by the Housing Inspector. Any additional needed work must be done only through the County's approved CDBG change order process.

By signature below, I attest that I have read the SOW and all related information related to the Columbia County CDBG ITB and Bid/Purchasing process.

CONTRACTOR Print Name: _____	DATE: _____
CONTRACTOR Signature: _____	

To receive consistent bid estimates, the Columbia County Housing Consultant provides this form. The County nor its agents, however, are not party to this agreement. Upon completion of any work identified in this bid estimate and approval of the final inspections by the appropriate jurisdiction building inspector, the County will release funds directly to the contractor.

NOTICE BE AWARE THAT:

FLORIDA STATUTE SECTION 837.06- FALSE OFFICIALS STATEMENTS LAW STATED THAT:

**“WHOEVER KNOWINGLY MAKES A FALSE STATEMENT IN WRITING WITH THE INTENT TO MISLEAD A PUBLIC SERVANT IN THE PERFORMANCE OF HIS OFFICIAL DUTY SHALL BE GUILTY OF A MISDEMEANOR OF THE SECOND SEGREE, “PUNISHABLE AS PROVIDED BY A FINE TO A MAXIMUM OF \$500.00 AND/OR MAXIMUM OF A SIXTY-DAY JAIL TERM.**

(PRINT or TYPE all information unless otherwise noted)

I/we, the undersigned contractor(s), do hereby present and propose the following cost estimate for construction/rehabilitation work to be completed on the identified residential unit. I/we further assure to the best of my ability, that the estimates contained within this bid are an accurate representation and estimate of all necessary work to be completed in relation to the identified residential unit, and **I/we acknowledge that no final payment for work shall be provided until all work has been completed and the corresponding building department has certified the residence** for occupancy, Including all necessary final inspections. All worked performed under this contract has a one (1) year warranty on all workmanship and material and a five (5) year warranty on roofing replacements from the date of the final project inspection.

**Contractor Information:**

Contractor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street or PO Box) (County, State, Zip)

**Contractor License Information (As Applicable):**

<b>State of Florida</b>	<b>Columbia</b>
<b>License Number:</b> _____	<b>License Number:</b> _____

**Residential Unit Information:**

Unit Address: 172 SW Erin Glen. Lake City, FL 32024

Owner Name: Marta Hugué

Owner Phone #: 386-365-6726

**COLUMBIA COUNTY  
CDBG  
HOUSING REHABILITATION PROGRAM  
Subcontractor and Permit Listing**



List all subcontractors that will be used for the work completed on this property: Failure to complete this request may result in this bid being considered incomplete and ineligible for award.

SUBCONTRACTING FIRM NAME	SUBCONTRACTING FIRM PHONE #
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.



List all permits that will be required for the work completed on this property: Failure to complete this request may result in this bid being considered incomplete and ineligible for award.

REQUIRED PERMITS	PRINT NAME OF ENTITY RESPONSIBLE FOR PERMIT
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Contractor's Name (Print Name): \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_

Title of signatory: \_\_\_\_\_

**“EXHIBIT A”**

**COLUMBIA COUNTY  
CDBG  
HOUSING REHABILITATION PROGRAM  
HOUSING REHABILITATION PROGRAM COLOR/STYLE SELECTION**

1. Contractor must provide at least three (3) color choices for each eligible item.  
**NOTE:** See attached scope of work for highlighted eligible items.
2. The Columbia County reserves the right to veto a color choice made by the homeowner.
3. **It is the contractor’s responsibility to provide selections for the homeowner to select the colors and designs, and then sign this form.**
4. Any deviations from this process must be submitted via email to the Housing Inspector (antonio.jenkins@guardiancrm.com) for approval.
5. Color/Style selections are to be signed and forwarded to the Housing Program Inspector no later than five (5) calendar days after the NTP takes effect.

**COLORS AND STYLES TO BE LISTED IN THE GRID BELOW:**

<b>ITEM LOCATION</b>	<b>ITEM PRODUCT #</b>	<b>ITEM STYLE CODE</b>	<b>ITEM COLOR CODE</b>

**(NOTE:** PLEASE MAKE A DUPLICATE COPY IF MORE SPACE IS REQUIRED. ALL COPIES MUST BE SIGNED)

The signatures on this document confirm acknowledgment of the above listed items:

Homeowner/Developer Signature: _____	Date: _____
Contractor Signature: _____	Date: _____
Housing Inspector Signature: _____	Date: _____

**COLUMBIA COUNTY  
HOUSING REHAB PROGRAM  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

<b>Client:</b>	<b>Laura Murphy</b>	<b>Date:</b>	October 2023
<b>Address:</b>	896 SW CR 242 A. Lake City, FL 32025		

**Home Built: 1983.**

- \*Lead Base Paint Safe Construction Actions: **Do Not Apply**
- ACM Actions: **Do Not Apply:-See Attached Negative Test results**
- Mold Actions: **N/A**

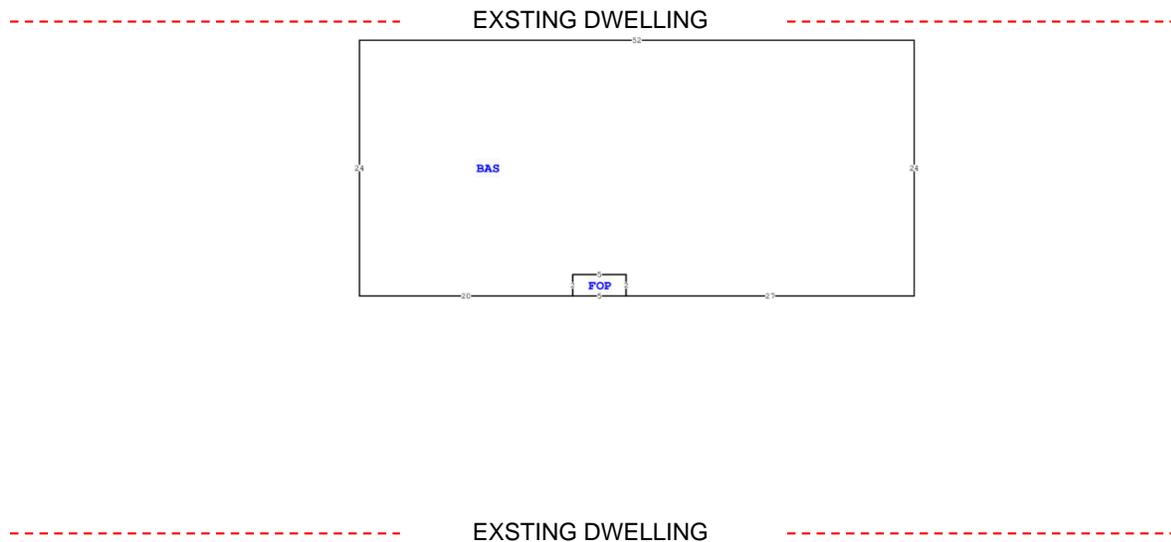
*\*This unit was constructed pre [ ] post [X] 1979: Take Notice of any material that may contain Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all safe LBP and ACM recommended actions for safe repairs and/or disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is not reasonable to assume that no actions are required.*

**Parcel ID:** 29-4S-17-08850-001 (32727)

**Brief Legal Description:** COMM NE COR OF NW1/4 OF NE1/4, RUN W 295.48 FT, S 52.65 FT TO S R/W CR-242 FOR POB, CONT S 167.35 FT, W 189 FT, N TO C-242, E ALONG R/W 198 FT TO POB. 342-397, DC 930-373, LE 1486-489,

**PA Appraised Value:** \$45,559.00

Item	System	Description of Work	Location	Price	Contractor Initials
Project Note	REHABILITATION	Special attention should be directed to all contractor obtained LBP/ ACM/Mold reports regarding Lead Base Paint, Asbestos, and/or Mold. Any recommendations included in the reports regarding such material shall become part of the Work. <b>LBP Outcome: See Report      ACM Outcome: N/A</b>	Unit	\$ N/A	



# PROJECT OPERATIONAL STANDARDS AND NOTIFICATION

## A. GENERAL PROJECT INFORMATION

All Housing Rehabilitation Program inspections are considered as complete as possible based on the condition of the home at the time of the Pre-SOW inspection. All defects may not be accessible and/or visible at the time of inspection. Defects may be uncovered during the rehab process, changing the scope of work. The Housing Rehabilitation Program nor its agents or representatives are responsible for unseen items. Not all items that are determined to contain non-code or HQS defects will be listed in the SOW. Priorities governed by the applicable program Housing Assistance Plan and implemented by the CDBG Program Administrative team, including but not limited to the Program HRS; the Program Inspector, Program Project Manager, and/or Program Administrator.

Project inspections and SOW's are developed based on the following criteria:

1. Emergency & Code deficiencies- Health and safety of the client
2. HQS deficiencies-Health and safety of the client
3. Weatherization and/or hardening measures (as applicable and allowable by the program HAP)
4. Items to protect the home from increased or further deterioration or blight
5. Needs of the client based on age and./or disability
6. Energy saving and green construction measures
7. Program budget availability (as applicable and allowable by the program HAP)

## B. OWNER(S) ACCEPTANCE OF THE SCOPE OF WORK

The undersigned applicant(s) certifies that he/she or an appointed agent were and are aware of the pre-SOW inspection that was performed prior to the development of the final project Scope of work. Furthermore, the applicant or his/her appointed agent acknowledge participation in the inspection process and rehabilitation items reviewed and utilized in the development of this Scope of Work (SOW).

Applicant/Homeowner understands that he/she will be responsible for removing or relocating all personal items prior to the commencement of project rehab work. In cases where contractors are required to move personal items, the applicant/homeowner accepts all liability for any and all damaged items that may occur during any such removal and/or relocation. This shall not be the responsibility of the Housing Rehabilitation Program nor any of its direct agents.

It is understood that initial inspections cannot reveal all defects in the home since the inspection is to be considered non-invasive. During the process of construction, after the bid is awarded, there may be changes to the scope of work.

It may be necessary to add or remove items from the SOW based on need and budget availability.

**I have read and acknowledge understanding of the statements above:**

Owner (Signature) \_\_\_\_\_ Date: \_\_\_\_\_

Co-Owner (Signature) \_\_\_\_\_ Date: \_\_\_\_\_

**C. NOTICE TO BIDDING CONTRACTORS**

**ALL COSTS SHOULD BE INCLUDED IN THE BID DOC (SOW) LINE ITEMS. THIS IS A GENERAL NOTIFICATION OF INFORMATION FOR WORK TO BE COMPLETED WITH AND FOR THIS PROJECT**

**PREFACE:**

The undersigned contractor certifies that he/she has carefully reviewed & agrees to perform the work described in this SCOPE OF WORK (SOW).

It is understood that initial inspections cannot reveal all defects in the home since the inspection is to be considered non-invasive. During the process of construction, after the bid is awarded, there may be changes to the scope of work. These changes must be approved by the housing department or other department from which the scope of work was issued.

Some specifications are considered to be general in nature and specifics will be discussed at walk through of project. It is the responsibility of the contractor to verify any misunderstandings prior to work or bid being awarded.

All work to be performed in a professional, workmanlike manner, in accordance with the Housing Program Specifications, Florida Building Code, applicable local ordinance, HOA requirements, and manufacturer's specifications. The contractor shall be responsible for the repairs and/or reinstallation of materials/equipment/fixtures damaged or removed due to any work item contained herein. Contractors shall properly dispose of all fixtures, materials and other items removed from the dwelling unless otherwise specified herein. Bid will be accepted on the **TOTAL BID** submitted, and all items must be cost itemized in the space provided or the bid will be rejected.

**SCOPE OF WORK and CHANGE ORDERS**

No contractor shall, without prior written approval from the Housing Rehabilitation Specialist, Project Manager, or Housing Program Administrator, deviate from any product recommendations listed within this Scope of Work. A notice of "or equal" exchange shall be provided to the Project Manager within forty-eight (48) hours of the proposed "or equal" substitution.

This notice shall contain: (1) The names of both the SOW recommended product and proposed substitute product name and specifications; (2) Comparable manufacturer specifications list, included but not limited to code applicability, price, warranty information, consumer review reports; (3) Any additional information requested by the Housing Program and/or its agents.

Failure to provide any required notification will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

All change order must be approved by the owner, Project Manager, and approved housing program representative before any change order work can begin. Change orders will be granted as the program rule(s) and budget will allow. Primarily for code, HQS, and other health & safety deficiencies not already considered a part of the SOW.

**VERIFY QUANTITIES/MEASUREMENTS:**

All Quantities and Units of Measure stated in the Scope of Work are for the contractor's convenience and must be verified by the contractor at a mandatory or follow up site inspection prior to bid submission. Discrepancies in Quantities or Units of Measure found by the contractor must be communicated to the Housing Rehabilitation Specialist or Project Manager prior to the submission of a bid. Claims for additional funds due to discrepancies in Quantities shall not be honored after the bid submission and rehab contract execution.

**ALL PERMITS REQUIRED**

The contractor shall initial below for any permits that he/she will apply for relating to this project scope of work. Failure to initial may result in an unacceptable bid:

\_\_\_\_\_ Building; \_\_\_\_\_ Zoning; \_\_\_\_\_ Roofing; \_\_\_\_\_ Plumbing  
\_\_\_\_\_ Electric; \_\_\_\_\_ HVAC; \_\_\_\_\_ Other (list other below as applicable):  
\_\_\_\_\_  
\_\_\_\_\_

**JOB BEHAVIOR**

Contractor and all contractor subs are expected to act and perform in a professional manner. The work site shall be a drug and harassment free workplace. Failure to comply may result in the owner terminating the contract for cause.

**NEW MATERIALS REQUIRED**

All materials used in connection with this project are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Housing Rehabilitation Specialist or Project Manager.

**PERIODICALLY REMOVE DEBRIS**

The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each week and leave the property in broom clean condition. In occupied dwellings, debris shall be removed from living quarters

**WORKMANSHIP STANDARDS**

All work shall be performed by workmen both licensed and skilled in their particular trade as well as the tasks assigned to them. Workers shall protect all surfaces as long as required to eliminate damage. All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, floors, fixtures, appliances, ECT... affected by construction.

The contractor will provide all material and shall be responsible for covering all homeowner belongings, including flooring that cannot be moved during rehabilitation: this is not the owner's responsibility: Daily clean-up within and around the home is required and material will be the responsibility of the contracting firm: substituting items to upgrade cabinet heights is prohibited.

It is at the discretion of the Housing Rehabilitation Specialist and/or Project Manager to approve or deny the quality of work on all projects. Poor workmanship will not be accepted and will need to be approved prior to any partial or final payment.

**GENERAL WARRANTY**

Contractor shall provide a 1-year workmanship and material (5 years for roof) warranty for all work performed via the Scope of Work and any approved change orders. The contractor shall remedy any defect due to faulty material or workmanship and assume responsibility for all damage directly resulting therefrom, which appear within one year from final inspection. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

**TIME AND PERFORMACE**

This house may or may not require the homeowner to vacate the premises during the construction period. The period for Construction shall be 60 Working days (Mon-Fri: 8am-6pm) from the date of contract execution and acceptance.

The contractor shall contact, either by phone or electronic communication (text or email), the homeowner at least once per week to provide project progress updates. Failure to contact the owner for three (3) consecutive weeks will result in a \$50 per week credit back to the owner's assistance availability or the CDBG program in general.

The above applies to all line items associated with this Scope of Work:

**NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors**

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the Housing Rehabilitation Program.

Contractor's Name (Print Name): \_\_\_\_\_ Contractor's Signature: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_ Contractor's Phone Number: \_\_\_\_\_

**COLUMBIA COUNTY**  
**CDBG Rehabilitation Scope of Work and Specifications**  
 (Work Listed Below)

Description: Project Operation	Qty.	Location	Amount
--------------------------------	------	----------	--------

<b>1. OPERATIONAL</b>	<b>All</b>	<b>Project</b>	<b>\$ _____</b>
-----------------------	------------	----------------	-----------------

The contractor shall be responsible for and provide all applications, permits, plans, drawings, product approvals, or other required local, state, or federal, documentation (To include all applicable Fees, A&E, etc.).

<b>1a. MANUALS &amp; SPECIFICATION DOCUMENTS</b>	<b>All</b>	<b>Project</b>	<b>\$N/A _____</b>
--	------------	----------------	--------------------

The contractor shall supply, at the time of the final CDBG project closeout inspection, all manufacturer manuals and specification booklets/packets for all supplied and installed products listed within the Scope of Work. Failure to Do so, may result in a failed final CDBG project Inspection.

**Line item Notes**

**NOTE 1:** To Include all applicable Plans, Drawings, and Permits, & approved building department docs

**NOTE 2:** Depending on project location additional and/or special permits may be required. Any additional and/or special permitting requirements, including cost shall be the responsibility of the contractor.

<b>1b. COMMUNICATION &amp; REPORTING STANDARDS</b>	<b>All</b>	<b>Project</b>	<b>\$ _____</b>
--	------------	----------------	-----------------

The contractor shall contact, either by phone or electronic communication (text or email), the homeowner at least once per week to provide project progress updates. This shall be documented via an every **Monday Email Report (MER)** to the project manager: Failure to contact the owner and/or provide the MER for two (2) consecutive weeks will result in a \$50 per week credit back to the owner's assistance availability or the SHIP program in general. This credit shall be applied at every failure of compliance occurrence.

**Line-item Notes:**

**NOTE 1:** Failure to place a cost for this line item will not exclude the contractor from the responsibility and required stated therein.

<b>1c. STORAGE</b>	<b>All</b>	<b>Project</b>	<b>\$ _____</b>
--------------------	------------	----------------	-----------------

The contractor shall be responsible for procuring and providing an onsite POD (for a maximum of four months-120 calendar days) to be placed on site during extermination and interior rehabilitation processes.

*The homeowner shall be responsible for storing and replacing belongings into and out of the POD.*

**Line-item Notes:**

**NOTE 1:** Price to include keyed security lock. The homeowner shall be provided with the sole key and the responsibility for the key's location.

Description- STRUCTURE SPECIFICATIONS	Qty	Location	Bid Amount
---------------------------------------	-----	----------	------------

**2. MOBILE HOME-DEMO AND REPLACEMENT**

**1. MH Demo & Replacement** **Unit** **Site** **\$** \_\_\_\_\_

**INTRO:** *The CDBG Program requires that in-progress visual inspections be completed prior to each payment draw.* Perform all required actions (Site survey review, permitting, etc...) and prep the site for demolition of the existing dwelling unit (does not include any outbuildings):

Demolish the existing unit. Clean, level, and prepare the site to accommodate a new, one-for-one, fully code compliant, replacement dwelling. The new dwelling unit shall fit the footprint of the previously existing unit, as much as allowed per the specifications and requirements set forth in this Scope of Work.

- Demolish the existing mobile home unit and unless otherwise noted any attached components: The demolished unit shall be replaced with a new single-wide, 3 bedroom, 2 bath mobile/manufactured home unit in the existing footprint of the removed unit. *The SW unit may be exchanged for an equally priced DW unit at the homeowner's request.*

*The new mobile home unit base price shall include the following:*

- (a) Minimum (Approx.) 900 sq. ft, 3 bedrooms, 2 baths, kitchen, living room, dining area/nook, utility room; two entry exit doors (with compliant entry landing/railed steps).
- (b) All required new plumbing, sanitation, electrical, and utility hookups and/or connections.
- (c) A minimum 25-year, architectural shingled roof covering. Owner to be provided color choice.
- (d) A full appliance and ancillary package as listed: Stove, microwave range hood, refrigerator, hot water heater, toilet(s), vinyl window blinds, vanity set (1 drawer base, sink, mirror/mirrored medicine cabinet, carpet or vinyl floor covering (vinyl only in wet areas), closet shelving, television/cable/phone outlets in the living area, kitchen, and bedrooms, Living Room /Bedroom Fan-light fixtures, Dining room overhead light fixture, and all other components required to ensure move in ready condition. All appliances and light fixtures to be energy star rated for the Southern Region of the U.S.A.
- (e) Grass seeding of all disturbed areas of the yard where vegetation was removed or damaged beyond salvage.
- (f) Total unit transportation and construction set-up and connection to existing water/waste facilities.

**Project notes to Follow:**

**NOTE 1:** The mobile/manufactured housing unit must meet all current Florida Local and State residential building codes at the time of purchase from the manufacturer and upon completion construction.

**NOTE 2:** The mobile/manufactured housing units electrical, plumbing, mechanical, and other base systems must meet all of the most current and applicable Florida Building Codes, and any applicable or superseding local ordinances, State, Federal requirements (i.e. were utility water/sewer services are available the dwelling must be hooked into the service and the existing well/septic system abandoned to code). The systems shall all be installed and in working order prior to project closeout and ready for owner occupation.

**NOTE 3:** Owner shall be provided a minimum of three color and style choices for all applicable items, including but not limited to exterior unit primary/trim color, shingle color, interior paint/trim color, cabinet/vanity, appliance package. See "Exhibit A".

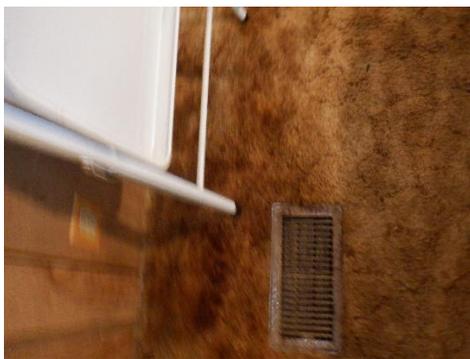
**NOTE 4:** The septic drain field was failing at the time of inspection. A new system and connection shall be included in this bid.

**NOTE 5:** Water supply system was fully operational at the time of inspection (possible improper line splices exist): systems shall be tested prior to reconnection.

**NOTE 6:** The front and rear entrances shall include new ADA accessibility ramps with double side handrails.

**NOTE 7:** Master bath shall include ADA walk-in shower assembly (with shower door), extendable shower head, and 2 ADA anchored grab bars.

**NOTE 8:** Bath #2 shall include tub/shower combo assembly.



----- END SOW -----

TOTAL BID AMOUNT \$ \_\_\_\_\_

**\*\*SPECIAL NOTES\*\***

**All requests for information (RFI's) shall be submitted in writing/via email to:**  
**Antonio Jenkins**  
**Antonio.jenkins@guardiancrm.com**  
**863-899-6695**

*Any and all products or services included in this scope of work shall be installed to the manufacture's specifications and in compliance with all applicable Columbia County, Health Department, NEC, and/or Florida Building Codes.*

*All NOA product numbers can be found at [www.miamidade.gov/buildingcode/pc-search\\_app.asp](http://www.miamidade.gov/buildingcode/pc-search_app.asp).*

*All products with no NOA requirement number can be found at [www.homedepot.com](http://www.homedepot.com), [www.lowes.com](http://www.lowes.com), or other retail outlets where such products are sold:*

**OFFICIAL USE ONLY**

---

**WORK WRITE-UP PREPARED BY: Antonio Jenkins: Guardian CRM, Inc** \_\_\_\_\_ **Date: October 2023** \_\_\_\_\_  
**AMENDED WRITE-UP PREPARED BY: \_\_\_\_\_** **Date: \_\_\_\_\_**



***REQUIRED ADDENDUM PAGE(S) TO FOLLOW***

# READ CAREFULLY-WHEN THIS BID ESTIMATE/CONTRACT IS SIGNED, YOU ARE LEGALLY RESPONSIBLE.

NOTE:

- Only licensed and insured contractors legally able to perform work within the State of Florida may submit bids/estimates. A copy of your license and certificate of insurance (listing the County and owner as additional insured) is required to be submitted with your bid.
- For Housing units constructed prior to 1978 where lead based paint may be present, contractors must have, be able to obtain, or procure a properly licensed/certified EPA-RRP firm in order to complete rehabilitation/abatement on properties where lead is found to be present.
- The bid estimates must be based on the work write-up provided by the County.
- No work shall begin and no material shall be ordered unless a NOTICE TO PROCEED is issued.
- BUILDING PERMIT MUST BE OBTAINED, AS APPLICABLE, FOR ALL WORK PERFORMED.
- NO advance payment is allowed.
- Funds will be paid directly to the contractor upon submittal of a final invoice, a W-9 form, a notarized Prime Contractor and Sub-Contractor Release of Lien, a copy of the final inspection approval. For partial draws an inspection on partial work, a notarized Contractors Partial Affidavit plus other additional items identified above are required.
- No funds shall be paid to the property owner (applicant).
- All estimates must indicate if connection to public water or sewer service will be required and include all required utility, County charges, and permit fees for such services as part of the estimate.
- Owner/applicant and contractor must discuss and, on all items, related to this bid estimate, including color and type of material to be used (SEE Exhibit "A" to follow).
- All surfaces disturbed by construction shall be repaired in finished to match existing.
- Contractor shall take before pictures and document working condition of all areas, appliances, ect... in the immediate area of construction.
- Where owner claims of damage not related to a specific SOW is made the photos and notes referenced immediately above shall be utilized in resolving the dispute.

Contractors are prohibited from offering any additional work or favors outside of the SOW/work write-up proposed by the Housing Inspector. Any additional needed work must be done only through the County's approved CDBG change order process.

By signature below, I attest that I have read the SOW and all related information related to the Columbia County CDBG ITB and Bid/Purchasing process.

CONTRACTOR Print Name: _____	DATE: _____
CONTRACTOR Signature: _____	

To receive consistent bid estimates, the Columbia County Housing Consultant provides this form. The County nor its agents, however, are not party to this agreement. Upon completion of any work identified in this bid estimate and approval of the final inspections by the appropriate jurisdiction building inspector, the County will release funds directly to the contractor.

NOTICE BE AWARE THAT:

FLORIDA STATUTE SECTION 837.06- FALSE OFFICIALS STATEMENTS LAW STATED THAT:

**“WHOEVER KNOWINGLY MAKES A FALSE STATEMENT IN WRITING WITH THE INTENT TO MISLEAD A PUBLIC SERVANT IN THE PERFORMANCE OF HIS OFFICIAL DUTY SHALL BE GUILTY OF A MISDEMEANOR OF THE SECOND SEGREE, “PUNISHABLE AS PROVIDED BY A FINE TO A MAXIMUM OF \$500.00 AND/OR MAXIMUM OF A SIXTY-DAY JAIL TERM.**

(PRINT or TYPE all information unless otherwise noted)

I/we, the undersigned contractor(s), do hereby present and propose the following cost estimate for construction/rehabilitation work to be completed on the identified residential unit. I/we further assure to the best of my ability, that the estimates contained within this bid are an accurate representation and estimate of all necessary work to be completed in relation to the identified residential unit, and **I/we acknowledge that no final payment for work shall be provided until all work has been completed and the corresponding building department has certified the residence** for occupancy, Including all necessary final inspections. All worked performed under this contract has a one (1) year warranty on all workmanship and material and a five (5) year warranty on roofing replacements from the date of the final project inspection.

**Contractor Information:**

Contractor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street or PO Box) (County, State, Zip)

**Contractor License Information (As Applicable):**

<b>State of Florida</b>	<b>Columbia</b>
<b>License Number:</b> _____	<b>License Number:</b> _____

**Residential Unit Information:**

Unit Address: 896 SW CR 242-A, Lake City, FL 32025

Owner Name: Laura Murphy

Owner Phone #: 386-755-3739

**COLUMBIA COUNTY  
CDBG  
HOUSING REHABILITATION PROGRAM  
Subcontractor and Permit Listing**



List all subcontractors that will be used for the work completed on this property: Failure to complete this request may result in this bid being considered incomplete and ineligible for award.

SUBCONTRACTING FIRM NAME	SUBCONTRACTING FIRM PHONE #
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.



List all permits that will be required for the work completed on this property: Failure to complete this request may result in this bid being considered incomplete and ineligible for award.

REQUIRED PERMITS	PRINT NAME OF ENTITY RESPONSIBLE FOR PERMIT
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Contractor's Name (Print Name): \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_

Title of signatory: \_\_\_\_\_

**“EXHIBIT A”**

**COLUMBIA COUNTY  
CDBG  
HOUSING REHABILITATION PROGRAM  
HOUSING REHABILITATION PROGRAM COLOR/STYLE SELECTION**

1. Contractor must provide at least three (3) color choices for each eligible item.  
**NOTE:** See attached scope of work for highlighted eligible items.
2. The Columbia County reserves the right to veto a color choice made by the homeowner.
3. **It is the contractor’s responsibility to provide selections for the homeowner to select the colors and designs, and then sign this form.**
4. Any deviations from this process must be submitted via email to the Housing Inspector (antonio.jenkins@guardiancrm.com) for approval.
5. Color/Style selections are to be signed and forwarded to the Housing Program Inspector no later than five (5) calendar days after the NTP takes effect.

**COLORS AND STYLES TO BE LISTED IN THE GRID BELOW:**

<b>ITEM LOCATION</b>	<b>ITEM PRODUCT #</b>	<b>ITEM STYLE CODE</b>	<b>ITEM COLOR CODE</b>

**(NOTE:** PLEASE MAKE A DUPLICATE COPY IF MORE SPACE IS REQUIRED. ALL COPIES MUST BE SIGNED)

The signatures on this document confirm acknowledgment of the above listed items:

Homeowner/Developer Signature: _____	Date: _____
Contractor Signature: _____	Date: _____
Housing Inspector Signature: _____	Date: _____

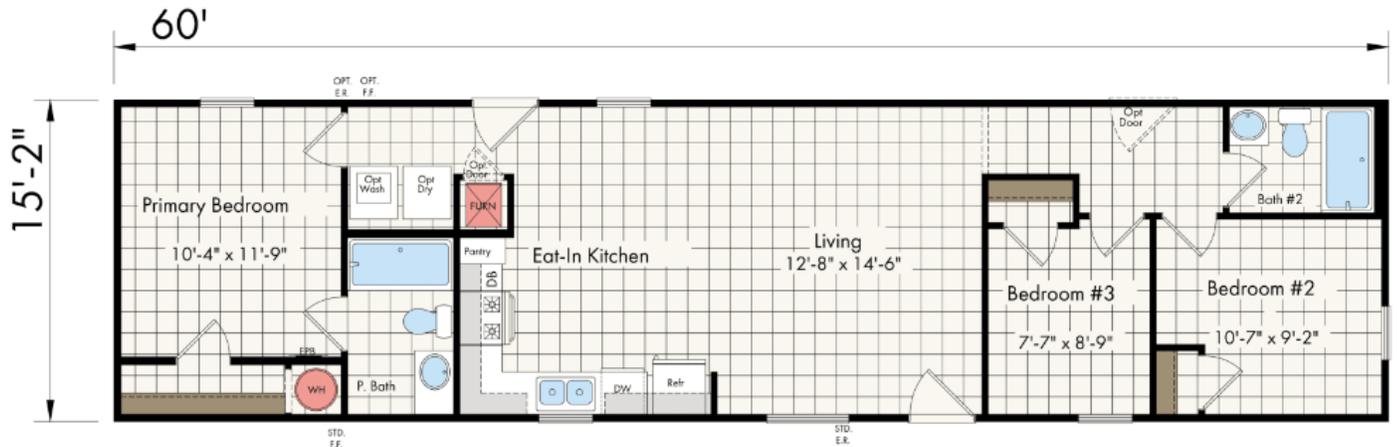
# Paramount 1660H32206

910 Square Feet, 3 Bedrooms, 2 Bathrooms, Single-Section

This manufactured home is built to the federal (HUD) building code for manufactured housing.

FLOOR PLAN MEDIA

## Floor Plan



**THE EXAMPLE LISTED ABOVE IS NOT A MANDATED OPTION, BUT ONLY A PRODUCT EXAMPLE. ANY "OR EQUAL" PRODUCT MAY BE SUBMITTED FOR REVIEW AND APPROVAL BY THE PROGRAM PROJECT MANAGER.**

Pb <sub>3</sub>  
**Environmental Monitoring, LLC.**

◆Asbestos, Lead Paint and Construction Air Monitoring ◆Consulting ◆Bulk Sampling for Laboratory Analysis◆  
(352) 203-4081 email: [robpb3@gmail.com](mailto:robpb3@gmail.com) or [rrasmussen72@gmail.com](mailto:rrasmussen72@gmail.com)

FL Licensed Asbestos Business Organization No. ZA527

U.S. EPA Certified Lead-Based Paint Activities Firm No. NAT-F178890

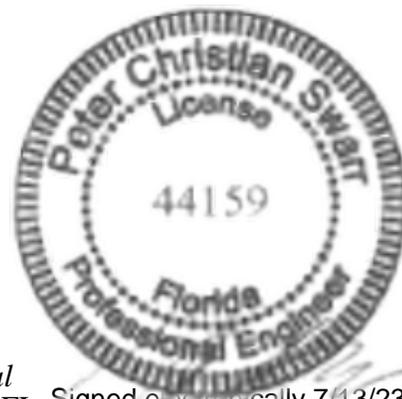
July 12, 2023

Report No: CC-7-12-23-01

Project:  
Asbestos Survey for Renovation-House  
896 SW County Rd. 242A  
Lake City, FL 32025



Client:  
Columbia County CDBG-HR Program  
135 NE Hernando Ave.  
Lake City, FL 32055



*Unofficial without seal*  
Peter Swarr, PE #44159FL  
LAC #63

Signed electronically 7/13/23 by  
Peter C. Swarr, PE

Asbestos Survey for Renovation-House  
896 SW County Rd. 242A  
Lake City, FL 32025

According to your instructions **PbO<sub>3</sub>** Environmental Monitoring, LLC. has completed an asbestos survey at the subject property (Project). The following pages of this report contain the results of this inspection. This asbestos inspection report presents data that describes the location of asbestos-containing material (ACM) identified only within the project scope. This report is to be used as a program-planning tool for any proposed demolition, renovation, construction and/or maintenance activities scheduled at this facility. This survey was conducted on site by EPA/AHERA trained professional inspector.

Suspect materials not previously identified in this report may be encountered during any renovation or demolition. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

This report is intended for the exclusive use of our client. The findings are relevant to the conditions observed during the physical process of performing the Inspection. These findings should not be treated as absolute, nor should they be relied upon to represent conditions at significantly later dates.

**PbO<sub>3</sub>** Environmental Monitoring, LLC.

A handwritten signature in black ink, appearing to read 'Robert Rasmussen', with a long horizontal flourish extending to the right.

Robert Rasmussen  
Building Inspector  
Asbestos License # ZA527

## 1.0 INTRODUCTION

$PbO_3$  was contracted by our client to conduct an Asbestos Survey of suspect asbestos containing materials found in the subject property.

- 1) Identify suspect asbestos-containing materials that would be disturbed during demolition and/or select renovations to this structure.

## 1.1 INSPECTION AND SAMPLING PROCEDURE

$PbO_3$  inspection and sample collection procedures are based on the Environmental Protection Agency (EPA) protocols.

An initial facility walk through is conducted to familiarize the inspector with the facility layout. The facility is then divided into functional available spaces that can be accessed. The suspect homogeneous materials are selected for bulk sampling. Samples are collected and placed into separate, sealed plastic bags. Each sample is individually numbered, and sample information is entered onto a Field Data Sheet. Sample tools are decontaminated after each sample collection. The samples are delivered to an accredited laboratory for analysis, accompanied by a completed Chain of Custody Form.

Suspect materials are divided into three categories: surfacing materials (such as plaster and surface coatings), thermal system insulation (TSI) (such as mudded TSI fittings, duct insulation, and pipe insulation), and miscellaneous material (such as floor tile, drywall, and mastic). Asbestos-containing materials are classified according to:

- Friability**
- \* Friable
  - \* Non-friable

*Friable asbestos-containing material (ACM), is defined as any material containing more than one percent (1%) asbestos as determined using the method specified in Appendix A, Subpart F, 40 CFR Part 763, Section 1, Polarized Light Microscopy (PLM), that, when dry, can be crumbled, pulverized or reduced to powder by hand pressure. (Sec. 61.141)*

*Nonfriable ACM is any material containing more than one percent (1%) asbestos as determined using the method specified in Appendix A, Subpart F, 40 CFR Part 763, Section 1, Polarized Light Microscopy (PLM), that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure. EPA also defines two categories of nonfriable ACM, Category I and Category II nonfriable ACM, which are described later in this guidance.*

*"Regulated Asbestos-Containing Material" (RACM) is (a) friable asbestos material, (b) Category I nonfriable ACM that has become friable, (c) Category I nonfriable ACM that will be or has been subjected to sanding, grinding, cutting or abrading, or (d) Category II nonfriable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations.*

A particular suspect material may be found in several different locations within a facility. The EPA does not require that these materials be sampled in each location, provided the materials are of the same type, age, appearance, have the same date of installation, and are sampled in accordance with EPA requirements to provide statistically reliable data that can be extrapolated onto all remaining non-sampled areas.

Accredited inspectors determine the number of samples of each material to be collected, depending on the material's category and the amount of material present.

Asbestos Survey for Renovation-House  
896 SW County Rd. 242A  
Lake City, FL 32025

The EPA's National Emission Standard for Hazardous Air Pollutants (NESHAP) regulations and the Florida Department of Environmental Protection (FDEP) Asbestos program regulate the removal and disposal of asbestos-containing building materials (any material containing more than 1% asbestos).

Asbestos NESHAP regulations must be followed for demolitions and/or renovations of facilities with at least 80 linear meters (260 linear feet) of regulated asbestos-containing materials (RACM) on pipes, 15 square meters (160 square feet) of regulated asbestos-containing materials on other facility components, or at least one cubic meter (35 cubic feet) of facility components where the amount of RACM previously removed from pipes and other facility components could not be measured before stripping.

## 1.2 METHODS OF LABORATORY ANALYSIS

Samples are analyzed in accordance with AHERA requirements using the following reference methods:

- EPA Interim Method for the Detection of Asbestos in Bulk Insulation Samples (EPA 600/M4-82020, December 1982).
- McCrone Research Institute's The Asbestos Particle Atlas.

All bulk samples are analyzed using PLM visual area estimate (VAE). Friable materials containing asbestos estimated at less than ten percent by PLM-VAE may be reanalyzed by PLM point counting. Additional treatment and tests may be used as required to accurately define composition (i.e., ashing, extractions, and TEM). All bulk sample laboratory reports are verified through an established quality assurance (QA) procedure.

## 1.3 QUALITY CONTROL PROCEDURES

Laboratories accredited by the National Voluntary Laboratory Accreditation Program (NVLAP) analyze all samples. These laboratories participate in the NVLAP, as well as the American Industrial Hygiene Association (AIHA) Bulk Asbestos Sample Quality Assurance Program. *PbO<sub>3</sub>* verifies all sample data for accuracy by cross-referencing Field Data Sheets, Chain of Custody Forms, and field notes.

## 1.4 DETERMINATION OF ACM CLASSIFICATION

The positive identification of asbestos in a material or product can only be made through laboratory analysis. Visual inspection or common knowledge is not a positive test. The asbestos content of a suspect material is determined by collecting a bulk sample and having it analyzed by PLM. The PLM technique determines the specific type of asbestos present in the bulk sample and VAE provides an estimate of the percentage of asbestos.

The EPA National Emission Standards for Hazardous Air Pollutants (NESHAP) - National Emission Standard for Asbestos (40 CFR Part 61, subpart M) defines a non-friable asbestos-containing material as any material with an asbestos content greater than one percent as determined by PLM analysis. A friable material estimated to contain less than ten percent asbestos as determined by PLM-VAE must be analyzed by PLM point counting and determined to contain less than one-percent asbestos in order to be considered a non-regulated ACM.

Asbestos Survey for Renovation-House  
896 SW County Rd. 242A  
Lake City, FL 32025

A clarification memorandum issued by the EPA regarding the NESHAP regulation included the following statement:

The parties legally responsible for a building (owner or operator) may take a conservative approach to being regulated by the NESHAP. The responsible party - may choose to act as though the building material is an asbestos-containing material (greater than 1%) at any level of asbestos content (even less than 1% asbestos). Thus, if the analyst detects asbestos in the sample and estimates the amount to be less than 10% by visual estimation, the parties legally responsible (owner or operator) of the building may elect to assume the amount to be greater than 1% and treat the material as regulated asbestos containing material or require verification of the amount by point counting.

## 1.5 INSPECTION LIMITS

**PbO<sub>3</sub>** has performed the Client requested tasks in a thorough and professional manner consistent with commonly accepted standard industry practices, using state of the art practices and best available known technology, as of the date of the assessment. **PbO<sub>3</sub>** cannot guarantee and does not warrant that this Asbestos Survey has identified all adverse environmental factors and/or conditions affecting the subject properties on the date of the Assessment. **PbO<sub>3</sub>** cannot and will not warrant that this Asbestos Survey that was requested by the client will satisfy the dictates of, or provide a legal defense in connection with, any environmental laws or regulations. It is the responsibility of the client to know and abide by all applicable laws, regulations, and standards. The results reported and conclusions reached by **PbO<sub>3</sub>** are solely for the benefit of the client. The results and opinions in this report, based solely upon the conditions found on the property as of the date of the Assessment, will be valid only as of the date of the Assessment. Please note that the test results relate only to those homogeneous materials tested. If conditions, or materials, other than those addressed in this report are encountered during the planned demolition activities, **PbO<sub>3</sub>** should be contacted to assess the potential impact of these materials or conditions relative to the findings or recommendations included herein. The survey was performed by observing suspect materials throughout the structure where accessible. We must emphasize that it is not possible to look within every location of a building. The visual survey documents only general locations of suspect materials but does not determine exact boundaries. Concealed locations of asbestos may exist at the subject property, and the levels may vary from those stated in this report. There may be variations in the composition of materials which appear similar. Materials may be hidden from view and not accessible. Hypothetical examples include floor tile hidden under carpeting, and not detected by our typical examination of the area under the carpet at a corner(s) or existing hole(s), an abandoned length of insulated pipe hidden within a finished wall, an asbestos-cement sewer vent pipe in the wall behind a toilet, asbestos paper/felt between hardwood flooring and the sub-floor or old vinyl floor tile covered over with plywood and newer flooring materials. No attempt was made to disassemble equipment or demolish structural elements and finishes as this is beyond the scope of our authorized services. Visual observations were made only at convenient locations, due to these limitations, wall voids, flooring under carpet, building cavities and mechanical equipment, and other areas may contain unreported asbestos-containing materials. Suspect materials not previously identified in this report may be encountered during any demolition activity. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

All fire doors should be assumed asbestos containing material since disassembly of locks and/or other work to access the door insulation is not possible.

We generally assume that roofing material, vinyl flooring and floor mastic contains asbestos, as asbestos roofing material, asbestos vinyl flooring and asbestos floor mastic are very common unless noted as sampled. Location

Asbestos Survey for Renovation-House  
896 SW County Rd. 242A  
Lake City, FL 32025

and sampling of underground items, such as asbestos-cement pipes, would have been outside of the scope of the survey. Cloth jacketed electrical wiring if present, should be assumed asbestos containing material. Electrical wiring is typically not sampled unless the electrical system has been verified by our client as de-energized.

Electrical wiring is typically not sampled unless the electrical system has been verified by our client as de-energized. Swimming pools are not tested unless they are accessible and drained. Swimming pools should be assumed an asbestos containing material.

EPA 6001R-93/116 is the specified method for analysis of bulk material samples for asbestos under the EPA Asbestos Hazard Emergency Response Act, there have been reports that this method may not identify asbestos when fiber sizes are extremely small or if they are bound in a resinous material. Such materials include floor tile, mastic and asphaltic roofing. Currently, reanalysis by Transmission Electron Microscopy (TEM) to verify results of <1 % or "None Detected" for these materials is recommended.

Quantities shown in this survey are estimates, actual quantities may vary. Field verification is the responsibility of the contractor. Contractors are responsible for their own verification of quantities prior to bid submittal.

Suspect materials not previously identified in this report may be encountered during any demolition, renovation and/or maintenance activities. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

## **1.6 INSPECTION DATE AND INSPECTOR INFORMATION:**

**PbO<sub>3</sub>** employee Richard Anderson inspected the structure on July 5, 2023.

## **2.0 FACILITY CONSTRUCTION INFORMATION:**

The structure is a pre-fabricated mobile home on piers with a metal roof.

## **2.1 FACILITY MAINTENANCE AND/OR RENOVATION HISTORY**

Unknown

## **2.2 SUSPECT MATERIAL SUMMARY**

- Acoustical Ceiling Panels
- Rolled Vinyl Flooring (Gray) Top Layer
- Rolled Vinyl Flooring (Beige) Bottom Layer
- Rolled Vinyl Flooring (Beige)
- Rolled Vinyl Flooring (Woodgrain)
- Exterior Caulking
- Concrete

Asbestos Survey for Renovation-House  
896 SW County Rd. 242A  
Lake City, FL 32025

## 2.3 RESULTS

There was a total of Twenty (20) samples (including sub-samples) analyzed by EPA Method 600/M4/82/020R-93/116. Based upon our visual observations, bulk sampling of suspect materials and subsequent microscopic analysis, we have determined that **No Asbestos Containing Material was detected.**

## 2.4 RECOMMENDATIONS

Suspect materials not previously identified in this report may be encountered during any demolition, renovation and/or maintenance activities. These materials should be assumed asbestos containing material until sample collection and subsequent analysis prove otherwise.

That this survey be used to identify asbestos containing material and components prior to any planned demolition, renovation, construction and/or maintenance activities scheduled at this facility.

Controlled "Wet" demolition of all materials in place is recommended. Provided the demolition activities do not subject presumed non-friable asbestos containing material (if present) to cutting, sanding, grinding, abrading, or otherwise rendering them friable during demolition.

29 CFR 1926.1101- OSHA's Asbestos Standard for the Construction Industry does apply to the demolition of all buildings identified with Asbestos Containing Material (ACM) and/or presumed ACM. The contractor will need to comply with the specific training, duties and responsibilities outlined in this CFR.