

**CITY OF MARIANNA
COMMISSION AGENDA MEMO
SPECIAL MEETING
December 18, 2018**

ADMINISTRATIVE STAFF REPORT

Subject: Interstate Restoration, LLC Agreement

Subject Background: In October 2018 the City of Marianna entered into an Agreement with Interstate Restoration to perform Emergency work for the City, as part of future insurance claims.

The Agreement needs to be amended to meet the needs of the City and Interstate has agreed to the modifications.

Recommendation: City staff and the City Attorney found the Agreement to be acceptable. It is recommended the City execute the Agreement, subject to there being no substantive changes.

Potential Motion: I move to approve execution of the Agreement subject to there being no substantive changes.

Approved for agenda by:

AGREEMENT

THIS AGREEMENT, made on the **December 12, 2018** by and between the City of Marianna, Florida, hereinafter referred to as the "City" and Interstate Restoration, LLC, hereinafter referred to as the "Contractor". City and Contractor may be referred to herein collectively as the "Parties."

WHEREAS, WHEREAS, Rick Scott, Governor of the State of Florida, Issued Executive Order 18-276 declaring a state of emergency in Jackson County, Florida, as a result of Tropical Storm Michael;

WHEREAS, on October 10, 2018, Hurricane Michael struck Jackson County and the City of Marianna, as a Category 4 hurricane resulting in massive damages to private and public property and to the infrastructure in the City including public facilities, buildings, and water and sewer utility systems owned and operate by the City;

WHEREAS, there is an emergency in that there is an immediate threat to the public and private health, safety, welfare, and property as a direct result of Hurricane Michael, and in order to preserve the integrity of the damaged buildings and contents within these buildings, emergency repairs are necessary;

NOW, THEREFORE, the City and the Contractor hereto agree as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated into this Agreement.

Section 2. The Term of the Agreement is from (EFFECTIVE DATE OF AGREEMENT through the sooner of, {90 DAYS FROM THE EFFECTIVE DATE} or until the aforementioned emergency conditions no longer exist.

Section 3. The Parties agree that they both will comply with all applicable Federal procurement standards, which can be found at Title 2 of the Code of Federal Regulations (C.F.R.) sections (SS) 200.317 through 200.326, as well as FEMA policies and guidance associated with FEMA's Public Assistance Program. The Parties also agree with they both will comply will all applicable provisions of Florida law. In addition to specific Federal procurement standards, the Parties agree to comply with the following terms:

CONTRACT AMOUNT:

The City and Contractor agree that the work and services contemplated herein shall be billed on a time and material basis, in accordance with Contractor's then applicable time and material rates, which are updated and amended, from time to time. A copy of Contractor's 2018 time and material rates are attached hereto as Exhibit A and

incorporated fully herein. The City and Contractor agree and stipulate that a good faith estimate of the contract amount, for the work and services contemplated herein is Two Million Dollars and Zero Cents (\$2,000,000), however, due to the nature of the services requested by the City and performed by Contractor, the actual contract amount may exceed this original good faith estimate.

CONTRACT WORK HOURS AND SAFETY STANDARDS: The Contractor shall comply with 40 U.S.C. 3702 and 3704 as supplemented by Department of Labor regulations (29 CFR Part 5) due to contract award being in excess of \$100,000 that involve the employment of mechanics or laborers.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

(3) Withholding for unpaid wages and liquidated damages, The City shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime

contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (l) through (4) of this section."

CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT:

The Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C 1251-1387), Any violations thereof must and will be reported to FEMA and the Regional Office of the Environmental Protection Agency.

(1) Clean Air Act:

- a. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. 7401, et seq.
- b. The contractor agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- c. The contractor agrees to include these requirements in each subcontract exceeding \$ 150,000 financed in whole or in part with Federal assistance provided by FEMA.

(2) Federal Water Pollution Control Act:

- a. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 US.C. 1251 et seq.
- b. The contractor agrees to report each violation to the City and understands and that the City will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- c. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

EQUAL EMPLOYMENT OPPORTUNITY:

The Contractor shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 C.F.R. Chapter 60).

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post .in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) The contractor will include the portion of the sentence immediately preceding paragraph (I) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The

contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States."

DEBARMENT AND SUSPENSION:

The contractor is subject to the debarment and suspension regulations implementing Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Non-procurement Debarment and Suspension). A contract will not and cannot be made to parties listed in the SAM (System for Award Management) exclusions. SAM exclusions is the list maintained by the General Services Administration that contains the names of parties, debarred, suspended or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than

Executive Order 12549. SAM exclusions can be accessed at vs.gov.sam.gov. see 2 C.F.R. 180.530.

(1) The bidder/contractor is required to verify that none of the contractor, its principals

(defined at 2 C.F.R. 180.995), or its affiliates (defined at 2 C.F.R. 180.905) are excluded (defined at 2 C.F.R. S 180.940) or disqualified (defined at 2 C.F.R. 180.935).

(2) The bidder/contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 30009 subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by City. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 CFR. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

BYRD ANTI-LOBBYING AMENDMENTS (31 U.S.C. 1352):

Contractors that apply or bid for an award exceeding \$ 100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal

appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

The undersigned [Contractor] certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. S 01 et seq., apply to this certification and disclosure, if any.

Contractor's Authorized Official

{Name and Title of Contractor' s Authorized Official}

PUBLIC RECORDS:

Contractor shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the City as provided under section 119,011 (2), Florida Statutes, specifically agrees to:

- (1) Keep and maintain public records required by the City to perform the service.
- (2) Upon request from the City's custodian of public records or designee, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion of this Agreement if the Contractor does not transfer the records to the City.
- (4) Upon completion of this Agreement, transfer, at no cost, to the City, all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon the completion of this agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the Town's custodian of public records or designee, in a format that is compatible with the information technology of the City.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS OR DESIGNEE AT MARIANNA CITY HALL,

ACCESS TO RECORDS:

The following reasonable access to records requirements apply to this contract, upon reasonable written advance request to the Contractor:

- (1) The contractor agrees to provide the City, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives reasonable access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
- (2) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed; any

and all such reproduction and duplication costs shall be at the expense of the foregoing parties and not the Contractor.

(3) The contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract

COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS: This is an acknowledgement that FEMA financial assistance will be used to fund the contract and thus the Contractor will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.to

FRAUD AND FALSE OR FRAUDULENT STATEMENTS OF RELATED ACTS: The Contractor acknowledges that 31 U.S.C Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

TERMINATION FOR CAUSE AND CONVENIENCE:

(1) The City may, by written notice of default to the Contractor, terminate the Contract in whole or in part in the Contractor fails to satisfactorily perform any provisions of this Contracts and its Amendments, or fails to make progress so as to endanger performance under the terms and conditions of this Contract, or provides repeated non-performance, or does not remedy such failure within a period of ten (10) days after receipt of notice from the City specifying such failure. In the event the City terminates this Agreement in whole or in part because of default of the Contractor, the City may procure services similar to those terminated and the Contractor shall be liable for any excess costs incurred due to this action.

(2) If it is determined that the Contractor was not in default or that the default was excusable (e.g. failure due to cause beyond the control of, or without the fault or negligence of, the Contractor), the rights and obligations of the parties shall be those as provided in subparts 3-5 directly below.

(3) The City may, whenever the interests of the City so require, may terminate the contract, in whole or in part, for the convenience of the City. The City shall give five (5) days prior written notice of termination to 'the Contractor, specifying the portions of the Contract to be terminated and when the termination is to become effective. If only portions of the Contract are terminated, then Contractor has the right to withdraw, without adverse action, from the entire agreement.

(4) Unless directed differently in the Notice of Termination, the Contractor shall incur no further obligations in connection with the terminated work, and shall stop work to the extent specified and on the date given in the Notice of Termination. Additionally, unless directed differently, the successful Contractor shall terminate outstanding orders and/or subcontracts related to the terminated work.

(5) Unless the Contractor is in breach of this Contract, the Contractor shall be paid for services rendered through the date of termination.

REMEDIES:

This Contract shall be governed by the laws of the State of Florida, Any and all legal action necessary to enforce the agreement shall be in a State Court of competent jurisdiction located in Jackson County. With the exception of the choice of law and venue provisions contained herein, no remedy conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

MODIFICATION:

The agreement may not be modified unless such modifications are evidenced in writing signed by both the City and Contractor. Such modifications shall be in the form of a written Amendment executed by both parties.

GENERAL RESPONSIBILITIES

Other Agreements:

The City reserves the right to assign work to various contractors, at its sole discretion. The City also reserves the right to approve all subcontractors hired by the contractor and/or to require the contractor to dismiss a subcontractor for cause, upon request.

The City may be required to enter into agreements with Federal and/or State agencies for disaster relief. The Contractor shall be bound by the terms and conditions of such agreements, regardless of the additional burdens of compliance. City will provide the Contractor with a copy of any applicable agreements.

The City of Marianna's Obligations:

The City shall furnish all information and documents necessary for the commencement of contracted services, including a written Work Authorization.

Contractor's Conduct of Work:

The Contractor shall be responsible for planning and conducting all operations in a satisfactory and professional manner. All Contractor personnel and subcontractors shall demonstrate and maintain a courteous and responsible demeanor toward all persons.

Supervision by Contractor:

The Contractor will supervise and/or direct all contracted services performed by its employees, agents and subcontractors. The Contractor is solely responsible for all means, methods, techniques, safety and other procedures. The Contractor will employ and maintain a qualified Contractor's Representative as project manager at the work site(s) who shall have full authority to act on behalf of the Contractor. All communications given to the Contractor's Representative by the City shall be as binding as if given to the Contractor.

Self-sufficiency of Contractor and Subcontractors:

The Contractor shall ensure that its work force, including subcontractors, maintain self-sufficiency related to fuel, vehicle repair/maintenance, housing, sanitation food and related accommodations, in a manner that is consistent with local requirements and minimizing adverse effects on the community.

Performance and Payment Bond:

Performance Bond - There must be a performance bond on the part of the contractor for 100% of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract. 2 C.F.R. § 200.325(b).

Payment Bond - There must be a payment bond on the part of the contractor for 100 percent of the contract price. A payment bond is one executed in connection with a contract to assure payment as required by law for all persons supplying labor and material in the execution of work provided for in the contract. 2 C.F.R. § 200.325(c).

SCOPE OF CONTRACTED SERVICES

Contractor shall provide all expertise, personnel, tools, materials, equipment, transportation, supervision and all other services and facilities of any nature necessary to execute, complete and deliver disaster response services as requested by the City including but not limited to emergency construction repairs of public facilities owned by the City.

These contracted services shall include all items listed below and provide for the cost effective and efficient emergency repairs of locally-owned facilities or site as may be directed by the City, and in accordance with FEMA requirements. The contracted repairs will be temporary in nature. Situations may arise in which the emergency repairs will be permanent in nature to prevent further damage to City facilities. The necessity of any permanent repairs will be determined by the City. Contract services, temporary or permanent, will only be performed when requested and as designated by the City Manager, by approved Work Authorization issued in writing. The written work authorization will contain a not to exceed price for the services to be completed outlined

in each work authorization by facility and any such price may be amended by the Parties through written Change Order. Each written work authorization will be signed by both the City and the Contractor.

Costs associated with the performance of the contracted services outlined herein are outlined in the mutually agreed upon time and materials Contractor Rate Sheet EXHIBIT A. The City acknowledges that the Contractor updates its time and materials Rate Sheet on an annual basis and that during the pendency of this Agreement the Contractor may request the City to agree to a subsequently updated Rate Sheet.

IN WITNESS WHEREOF, CITY and CONTRACTOR have made and executed this Agreement on the date written above.

The Effective Date of this Agreement is: October 18, 2018

Interstate Restoration, LLC

City of Marianna, FL

Matthew Kristofco
Corporate Counsel

JOHN E. ROBERTS
Mayor-Commissioner

The Effective Date of this Agreement is: October 18, 2018

Interstate Restoration, LLC

City of Marianna, FL

Matthew Kristofco
Corporate Counsel

JOHN E. ROBERTS
Mayor-Commissioner



Hurricane Michael GC Rates

Code Trade	NB Rate	Code Trade	NB Rate
(PD) Project Director -	\$157.50	(SPM) GC Senior Project Manager -	\$110.25
(PM) GC Project Manager -	\$94.50	(APM) GC Assistant Project Manager -	\$78.75
(SP) GC Superintendent -	\$57.75	(HS) Health & Safety Officer -	\$90.00
(PA) Project Accountant -	\$60.00	(INS) Insulation Laborer -	\$61.04
(DRY) Drywall Installer/Finisher -	\$84.61	(PLA) Plaster Laborer -	\$73.66
(FRM) Framer -	\$71.64	(FNC) Finish Carpenter -	\$86.71
(PNT) Painter -	\$57.99	(WPR) Wallpaper Hanger -	\$61.55
(ELE) Electrician -	\$122.40	(PLM) Plumber -	\$132.26
(HVC) HVAC Technician -	\$115.60	(ACT) Acoustical Treatments Installer -	\$84.61
(FCC) Carpet Installer -	\$57.08	(FCT) Ceramic Tile Flooring Installer -	\$60.08
(FCV) Vinyl Floor Covering Installer -	\$57.08	(FCW) Wood Floor Covering Installer -	\$75.27
(WDV) Window Installer -	\$64.89	(WDT) Window Treatments Installer -	\$55.87
(RFG) Roofer -	\$139.22	(STU) Stucco Plasterer -	\$54.40
(SDG) Siding Installer -	\$77.78	(CNC) Concrete Finisher -	\$65.91
(MAS) Mason - Brick / Stone -	\$50.97	(FEN) Fencing Installer -	\$53.72

Overtime - after 40 Hours weekly at Time and a Half
 All Materials will be submitted on a lump sum, line item basis

Travel & Per Diem -

Interstate PM/Super Per Diem - \$60.00 per day per person
 Labor Per Diem - \$30.00 per day per person
 Labor Lodging allowance - \$60.00 per day per person
 Travel time for trade labor - As incurred
 All reimbursables will be submitted on a lump sum, line item basis

**Interstate Restoration
Material and Rate Schedule**

Failure to initial each page of this Material and Rate Schedule shall not render it unenforceable

I. Labor

A. Operations Personnel Labor Rates

If checked, the rates contained in Addendum 1 attached hereto shall apply to this Material and Rate Schedule and such Addendum 1 shall be incorporated fully herein.

These rates apply to personnel engaged to fulfill the terms of the contract, whether regular full time employees of INTERSTATE RESTORATION LLC, INTERSTATE RESTORATION CALIFORNIA LP, and/or INTERSTATE RESTORATION HAWAII LLC ("INTERSTATE"), temporary hires employed directly by INTERSTATE, or personnel secured through subcontracted labor. Rates stated below are per person per hour. INTERSTATE'S Construction, Electronics, and Consulting Price Schedules are available on request.

Restoration Services	Rate per Hour	Restoration Services	Rate per Hour
Administrative	\$36.75	Mobilization Support	\$32.00
Assistant Project Manager	\$78.75	Moisture Control Specialist	\$42.00
Biohazard Supervisor	\$94.50	Project Accountant	\$60.00
Biohazard Technician	\$78.75	Project Director/Document Consultant/Account Manager	\$157.50
Mold Remediation Supervisor	\$78.75	Resource & Logistics Coordinator	\$65.00
Mold Remediation Labor	\$57.75	Restoration / Document Laborer	\$42.00
Equipment Technician	\$115.50	Restoration / Document Project Manager	\$94.50
Health & Safety Officer	\$90.00	Restoration / Document Supervisor	\$57.75
Labor (GL)	\$34.00	Senior Project Manager	\$110.25
Loss Control Specialist	\$63.00	Skilled Tradesman	\$55.00

B. Other Labor Provisions

1) All scheduled rates are for the first 8 hours worked in a 24 hour period. The billing will start on the date of mobilization. All hours over 8 hours in a 24 hour period or 40 hours in a week will be billed at one and a half (1.5) times the standard scheduled rate.

2) Recognized holidays by INTERSTATE will be billed at two (2) times the standard scheduled rates. These holidays are New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

3) The scheduled rates and provisions in Section I(A) are INTERSTATE's standard wage rates. To the extent that Work under a particular contract is subject to the Davis-Bacon Wages Act, or other state or local prevailing wage requirements, or is being performed in jurisdictions wherein INTERSTATE utilizes a Prevailing Wage Addendum ("PWA"), if any, which may take the form of any written communication including, without limitation, email, then the rates and/or multipliers contained therein shall apply. INTERSTATE may amend a PWA, from time to time, by providing a revised PWA to Client and the same shall become part of this Schedule with prospective application, from the date it is provided to Client.

4) The scheduled rates and provisions in Section I(A) are INTERSTATE standard wage rates and overtime compensation practices. To the extent the Work, under a particular contract, is: 1) subject to federal or state minimum wage or collective bargaining agreements; 2) subject to applicable laws, rules, or regulations requiring certain or additional safety equipment; or 3) recommended by generally accepted licensed professionals to require certain or additional safety equipment, then INTERSTATE may, at its sole discretion, make adjustments to the hourly rates and other labor provisions stated herein or invoice all wages, at the billed rate plus a markup.

Proprietary and Confidential



5) Travel time for all classifications shall be billed to the contract, at the rates set forth herein. Travel time hours are not included in overtime calculations.

6) INTERSTATE shall charge \$3.50 per man hour for supervision of Client's own labor or employees working on any portion of the project.

7) When circumstances beyond INTERSTATE'S control require INTERSTATE personnel to standby on the job site, a minimum charge of 6 hours per person, per day, will be billed in addition to any and all reimbursable expenses associated with the standby.

8) INTERSTATE shall have no obligation to provide Client with any information or documentation regarding any personnel's Schedule classification, except as otherwise submitted by INTERSTATE to a governmental entity and deemed, by state law, to be a public record.

C. Travel, Lodging and Per Diem

INTERSTATE shall be compensated for costs incurred for travel (airfare, rental cars, taxi, etc.) and lodging for all workers assigned to the project per the billing rates included in this Schedule. Per Diem rates will be charged for all personnel listed above in (Section I(A)) at a minimum rate of \$60.00 per person per day. INTERSTATE incurs, and thus charges, Per Diem expenses whether the Per Diem is paid directly to the employee, is charged to INTERSTATE as a separate charge, or is included with other compensation considerations. If actual costs cannot be determined for any reason, such incidental costs shall be determined in accordance with the rates set by the United States General Services Administration.

II. Equipment Rental

A. Equipment Rates

These rates apply to equipment that is utilized in the performance of the Work.

General

Unit	Daily	Weekly	Unit	Daily	Weekly
Air Compr. Afrt Clr Pckg 450cfm	\$240.00	\$1,200.00	Lights – Demo, Drop, Stand, String	\$18.90	\$94.50
Air Compressor 350 -450cfm	\$952.00	\$4,760.00	Lights – Wobble	\$23.10	\$115.50
Air Compressor-Pancake	\$47.25	\$236.25	Meters- Gas, Moisture, Monometer	\$31.50	\$157.50
Buffer – Floor	\$31.50	\$157.50	Ozone Generator	\$131.25	\$656.25
Carpet Cleaning Machine – Port	\$78.75	\$393.75	Portable Generator (up to 7,500 watts)	\$105.00	\$525.00
Compressor Hose	\$30.00	\$150.00	Pressure Washer (Cold)	\$105.00	\$525.00
Demo Cart, 7 yard	\$47.25	\$236.25	Pressure Washer (Hot)	\$157.50	\$787.50
Dry Cleaning unit – Portable	\$89.25	\$446.25	Radio (2-way)	\$21.00	\$105.00
Dry Ice Unit – Portable	\$288.75	\$1,443.75	Sprayer – Industrial Airless	\$157.50	\$787.50
Dry Ice, Hose 50' Section	\$31.50	\$157.50	Submersible Pump	\$26.25	\$131.25
Fogger – Electric Thermal	\$37.80	\$189.00	Vacuum – Backpack/Handheld	\$26.25	\$131.25
Fogger – Elephant Nose, Mist	\$26.25	\$131.25	Vacuum – Commercial	\$78.75	\$393.75
Fogger – Gas power Thermal	\$94.50	\$472.50	Vacuum – HEPA Industrial	\$89.25	\$446.25
Gang Box – Demo (1 per job)	\$125.00	n/a	Vacuum – Shop vacuum	\$26.25	\$131.25
HEPA Neg Air - < 750 CFM	\$110.00	\$550.00	Water Extraction Van, Truck mount	\$295.00/Hr	n/a
HEPA Neg Air - > 750 CFM	\$131.25	\$656.25	Zip Walls (Per 2 poles)	\$26.25	\$131.25
Hydroxyl – XL3 Machine	\$236.25	\$1,181.25			

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Drying / Dehumidification / Power / Pumps

Unit	Daily	Weekly	Unit	Daily	Weekly
Air Mover	\$28.50	\$142.50	Generator – Up to 65 KW	\$650.00	\$3,250.00
Axial Air Mover	\$47.25	\$236.25	Generator – Up to 100 KW	\$955.00	\$4,775.00
Injectidry System	\$162.75	\$813.75	Generator – Up to 150KW	\$1100.00	\$5,500.00
Ref Dehu < 100 pints/day	\$105.00	\$525.00	Generator – Up to 275 KW	\$1,700.00	\$8,500.00
Ref Dehu - 100-130 pint/day	\$145.00	\$725.00	Generator – Up to 350 KW	\$1,850.00	\$9,250.00
Ref Dehu > 130 pints/day	\$155.00	\$775.00	Generator – Up to 500KW	\$2,500.00	\$12,500.00
Water Extraction Unit (Port)	\$131.25	\$656.25	Generator – Up to 800 KW	\$3,850.00	\$19,250.00
Desiccant – Up to 200 CFM	\$175.00	\$875.00	Generator – Up to 1,000 KW	\$5,150.00	\$25,750.00
Desiccant – Up to 500 CFM	\$367.50	\$1,837.50	Generator – Up to 1,500 KW	\$7,750.00	\$38,750.00
Desiccant – Up to 800 CFM	\$630.00	\$3,150.00	Generator Cable – 3/2 banded	\$52.50	\$262.50
Desiccant – Up to 2000 CFM	\$970.00	\$4,850.00	Generator Cable – 4/0 -50' sections	\$24.00	\$120.00
Desiccant – Up to 2500 CFM	\$970.00	\$4,850.00	Generator Cable - Pigtails (Each)	\$16.80	\$84.00
Desiccant – Up to 3000 CFM	\$1,013.00	\$5,065.00	Electrical Cable Ramps	\$25.20	\$126.00
Desiccant – Up to 4500 CFM	\$1,260.00	\$6,300.00	50' Power cord for Spider Box	\$28.00	\$140.00
Desiccant – Up to 5000 CFM	\$1,417.50	\$7,087.50	Electrical Distribution (400 Amp Splitter)	\$262.50	\$1,312.50
Desiccant – Up to 5500 CFM	\$1,522.50	\$7,612.50	Electrical Distribution Panel -10P(200 amp)	\$231.00	\$1,155.00
Desiccant – Up To 9000 CFM	\$2,000.00	\$10,000.00	Electrical Distribution Panel -4P(100 amp)	\$170.00	\$850.00
Desiccant – Up to 10000 CFM	\$2,100.00	\$10,500.00	Quad Box String (Extensions – 50')	\$30.50	\$152.50
Desiccant – Up to 10500 CFM	\$2,310.00	\$11,550.00	Quad Box Strings (25' Sections)	\$30.25	\$151.25
Desiccant – Up to 15000 CFM	\$3,517.50	\$17,587.50	Spider Box Main Panel – 6P	\$189.00	\$945.00
Flex Duct (25' section)	\$21.00	\$105.00	Spider Box Main Panel – 8P	\$231.00	\$1,155.00
Heater – 400,000 BTU Ind Fire	\$630.00	\$3,150.00	Sub-distribution Panel (spider box)	\$80.50	\$402.50
Heater – 700,000 BTU Ind Fire	\$1,102.50	\$5,512.50	2" Discharge Hose (50' – Sections)	\$20.60	\$103.00
Heat Pro 700,000 Ind w/ Gen	\$1,575.00	\$7,875.00	2" Gas Powered Pump	\$141.75	\$708.75
Heater – 60 kw Electric	\$525.00	\$2,625.00	2" Suction Hose (20' – Sections)	\$20.60	\$103.00
Heater – 150 kw Electric	\$1,575.00	\$7,875.00	4" Discharge Hose (50' - Sections)	\$37.80	\$189.00
DX Unit (A.C.) – 1 Ton	\$210.00	\$1,050.00	4" Gas Powered Pump	\$231.00	\$1,155.00
DX Unit (A.C.) – 2 Tons	\$262.50	\$1,312.50	4" Suction Hose (20' – Sections)	\$36.54	\$182.70
DX Unit (A.C.) – 3 tons	\$341.25	\$1,706.25	6" Discharge Hose (50' – Sections)	\$52.50	\$262.50
DX Unit (A.C.) – 5 tons	\$472.50	\$2,362.50	6" Gas Powered Pump	\$367.50	\$1,837.50
DX Unit (A.C.) –10 tons	\$630.00	\$3,150.00	6" Suction Hose (20' – Sections)	\$40.95	\$204.75
DX Unit (A.C.) – 25 tons	\$840.00	\$4,200.00	8" Discharge Hose (50' – Sections)	\$120.75	\$603.75
DX Unit (A.C.) – 60 tons	\$1,417.50	\$7,087.50	8" Gas Powered Pump	\$472.50	\$2,362.50
DX Unit (A.C.) – 80 tons	\$1,575.00	\$7,875.00	8" Suction Hose (20' – Sections)	\$73.50	\$367.50
Generator – Up to 25KW	\$560.00	\$2,800.00			
Generator – Up to 50KW	\$790.00	\$3,950.00			

Scissor Lifts / Boom Lifts / Forklifts / Floor Equipment

Unit	Daily	Weekly	Unit	Daily	Weekly
Boom – 60' Articulating Boom	\$735.00	\$3,675.00	Floor, Walk Behind Scrubber	\$408.50	\$2,042.50
Boom – 80' Articulating Boom	\$1,156.75	\$5,783.75	Forklift, Reach 10000#	\$825.00	\$4,125.00
Boom Lift – 40' Articulating Boor	\$530.00	\$2,650.00	Forklift, Reach 12000#	\$1,054.25	\$5,271.25

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Boom Lift – 40' Straight Boom	\$530.00	\$2,650.00	Forklift, Reach 6000#	\$525.00	\$2,625.00
Boom Lift – 60' Straight Boom	\$735.00	\$3,675.00	Forklift, Reach 8000#	\$602.50	\$3,012.50
Boom Lift – 80' Straight Boom	\$1,156.75	\$5,783.75	Scissor, 19' – 20' Elec Scissor	\$259.50	\$1,297.50
Floor, Ride on Scrubber	\$878.33	\$4,391.65	Scissor, 26' Electric – Wide	\$277.25	\$1,386.25
Floor, Tile Scraper	\$465.00	\$2,325.00	Scissor, 32' Electric Scissor	\$379.50	\$1,897.50

- 1) The daily rental rate shall be charged for each calendar day, or portion thereof, during which the equipment is utilized to perform Work, regardless of the number of shifts on which the equipment is used during the day.
- 2) In the event INTERSTATE is requested to provide power only, a weekly rate will apply.
- 3) In the event any item of equipment is damaged beyond reasonable repair by conditions at the Work site, Client shall be charged for the replacement cost.
- 4) A small tools usage charge will be calculated at three percent (3%) of total labor and applied to all projects.
- 5) Unscheduled purchased equipment not listed on this schedule will be charged at a daily rental rate of 5% of the purchase price.

III. MATERIALS

General

Item	Rate	Unit	Item	Rate	Unit
Adhesive Remove	\$78.75	Gal	Lay Flat Tubing (29' – 250' rl)	\$193.17	Roll
Bleach	\$8.47	Gal	Lay Flat Tubing (39' – 250' rl)	\$279.21	Roll
Box – Book	\$4.15	Ea	Lemon Oil	\$42.00	Gal
Box – Large	\$6.30	Ea	Lubrication / Penetrating Oil – Light	\$111.83	Gal
Carpet Cleaner – Liquid	\$51.73	Gal	Machinery Cleaning Solvent – LPS 3	\$201.08	Gal
Carpet Shield 24 x 200	\$66.90	Roll	Metal Polishing Paste	\$20.70	Pint
Carpet Shield 36 x 250	\$127.86	Roll	Microbial Encapsulant (Foster 40-20)	\$122.76	Gal
Carpet Mats – Sticky 4 per case	\$100.60	Ea	Mop Heads	\$7.46	Ea
Chem Sponge	\$3.10	Ea	Packing Paper – (25lb Bundle)	\$55.71	Ea
Clear Seal – IAQ 6000/6100	\$105.88	Gal	Paper – Corrugated/Craft – 48"x250'	\$129.92	Roll
Decon Chamber ea w/pole	\$215.25	Ea	Plastic (Fire Retardant Visqueen) –6Mil	\$215.94	Roll
De-Foamer Liquid	\$45.54	Gal	Plastic (Visqueen) – Up to 1 mil Painters	\$43.53	Roll
Degreaser, All Purpose	\$34.65	Gal	Plastic (Visqueen) – Up to 4 mil	\$118.20	Roll
Degreaser, Heavy Duty - Unsoot	\$80.74	Gal	Plastic (Visqueen) – Up to 6 mil	\$161.28	Roll
Deodorizer – 9D9	\$136.13	Gal	Plastic – Visqueen – 6 Mil 60 x 100	\$929.28	Roll
Deodorizing Block/Asst Scents	\$8.04	Pkg	Red Resin Paper – 200' Roll	\$28.35	Roll
Deodorizing Gel /Bad air sponge	\$31.98	Lb	Rust Inhibitor – Moderate Duty LPS 2	\$139.64	Gal
Disinfectant - BruClean	\$25.20	Gal	Rust Inhibitor – Regular Duty	\$138.60	Gal
Disinfectant / Anti-microbial	\$82.98	Gal	Rust Inhibitor – Severe Duty	\$149.26	Gal
Dry Ice Pellets	\$0.78	Lb	Rust Remover	\$73.50	Gal
Filter – HEPA Canister Vac	\$2.11	Ea	Saltesmo Test Samples	\$6.83	Ea
Filter Material	\$193.05	Roll	Sand Bag – Excluding Sand	\$1.79	Ea
Filter, Blue Paper Collection Bag	\$5.20	Ea	Scotch Brite Pads	\$22.31	Box
Filter, Charcoal for Neg. Air Machine	\$31.40	Ea	Soot Sealant – Clear Unsoot # 1	\$85.24	Gal

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Filter, CVAC for HEPA Vacuum	\$412.90	Ea	Soot Sealant – Pigmented	\$229.88	Gal
Filter, HEPA for Neg Air Machine	\$298.64	Ea	Spray Adhesive	\$5.52	Can
Filter, Pleated for 2800i	\$64.05	Ea	Stainless Steel Cleaner	\$10.40	Can
Filter, Pleated for Dehumidifiers 16x20	\$7.88	Ea	Stainless Steel Polish	\$13.65	Can
Filter, Pleated for Neg. Air Machine	\$8.82	EA	Tape – Duct/ Silver	\$10.80	Roll
Filter, Pre-Filter for Neg Air Machine	\$1.98	Ea	Tape – Environmental (Teal)	\$10.16	Roll
Fogger (Thermal)	\$144.38	Gal	Tape – Poly Box	\$4.46	Roll
Furniture Blocks	\$116.29	Box	Tape –Blue Masking	\$14.46	Roll
Furniture Polish	\$15.67	Can	Trash Bags – 6 mil Heavy Duty (ea)	\$2.72	Ea
Glass Cleaner	\$10.45	Gal	Trash Bags – 6 mil Heavy Duty(50 ct)	\$134.00	Roll
Goof Off	\$12.50	Ea	Trash Bags – Lawn & Leaf /3 mil	\$1.25	Ea
Hog Rings	\$15.23	Box	Trash Bags – Lawn & Leaf /3 mil	\$33.60	Roll
Inventory Tags	\$107.13	Box	Wall Zippers/Containment	\$20.15	Ea
Lay Flat Tubing (13" – 250' rl)	\$91.90	Roll	Wipes, Cotton Cloth	\$4.57	Lb
Lay Flat Tubing (20" – 250' rl)	\$97.02	Roll	Wrap – Bubble / Anti-Static	\$132.75	Roll
			Wrap, Shrink	\$52.92	Roll

PPE (Personal Protective Equipment)

Item	Rate	Unit	Item	Rate	Unit
Dusk Mask- W/ Button	\$33.85	Box	Safety Harness (PP/Day)	\$5.25	Ea
Gloves – Black Dot	\$4.73	Pair	Suit – Tyvek 35 Mold	\$8.69	Ea
Gloves – Latex	\$15.75	Box	Suit- Tyvek 55 Non Permeable	\$14.97	Ea
Gloves – Leather	\$7.88	Pair	Suit-Tyvek 25 Tech Shield	\$7.88	Ea
Gloves - Nitrile	\$2.47	Pair	½ Face Respirator w/Cartridge	\$71.93	Ea
Gloves – Rubber	\$13.45	Ea	Cartridge – Respirator 7581	\$30.36	Ea

A. Additional Provisions regarding Materials

1) The foregoing prices shall be applied to all materials listed above that are utilized in the performance of the Work, whether shipped to the site from INTERSTATE inventory, shipped directly to the site from INTERSTATE'S source, or purchased locally by INTERSTATE.

2) During the course of performance of the Work, INTERSTATE may add additional materials to the schedule above at rates determined by INTERSTATE.

IV. Vehicles (Including but not limited to)

These rates apply to vehicles engaged to fulfill the terms of the contract, whether the vehicles are owned by INTERSTATE, temporarily rented/leased vehicles directly by INTERSTATE, or vehicles secured through subcontracted service providers. Rates stated below are per vehicle per day.

Unit	Daily Rate	Unit	Daily Rate
Tractor Trailer 53'	\$204.75	Vehicle – 16' or 24' Box Truck	\$131.25
Vehicle – Pick-up, SUV, Car	\$78.75	Vehicle - Van	\$131.25

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V. Reimbursable

A. Particular Trade or Service

If a specific need for a particular trade or service exists, which is not otherwise listed on this Schedule, INTERSTATE'S Consulting Services Rate Schedule Agreement, if any, or which INTERSTATE does not provide or is unable to provide, for the project, the amount will be proposed and agreed to between the City and Interstate.

B. Non-Scheduled Equipment

For equipment used in the performance of the Work, which is not otherwise listed herein, the amount will be proposed and agreed to between the City and Interstate.

C. Freight/Transportation Charges

INTERSTATE will charge for the costs incurred for the transportation of equipment and materials to and from the Work site. This will include the cost of transportation for removing the equipment and remaining supplies and materials, upon completion of the Work. All common carrier freight charges will be invoiced at a lump sum basis.

D. Taxes and Permits

The rates contained in this Schedule are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approvals, consents, permits, licenses and orders incident to performance of the Work. INTERSTATE shall be compensated for all such costs on the basis of INTERSTATE's actual costs incurred for such items.

VI. Indirect Expense Allocation

INTERSTATE reserves the right to pass all indirect costs associated with mobilization and management recovery services during an area wide catastrophe to Clients. Area wide catastrophes could include but are not limited to hurricanes, tornadoes, floods, and earthquakes. This cost will not exceed six percent (6%) of the total of all labor, equipment, and consumables on each project managed by INTERSTATE for the first 45 days of the catastrophe.

VII. Other Considerations

If INTERSTATE will be subject to an audit by a third party "Clerk of the Works/ Outside Consultants," the following stipulations will apply:

- 1) INTERSTATE shall be notified within 24 hours of Work commencement, if such parties are retained.
- 2) INTERSTATE may request the identified parties or designated "Clerk of the Works / Outside Consultants" to provide written approval of submitted rates within 24 hours of submittal by INTERSTATE.
- 3) Due to the time sensitive nature of emergency response projects approvals not received within 24 hours of submittal will be assumed approved and agreed upon.
- 4) INTERSTATE reserves the right to charge administrative and project management time to assist in "Clerk of the Works / Outside Consultants."

VIII. Document Remediation

Specific drying only costs will be determined per job based on the following factors to include but not limited to:

- Nature of Damage
- Moisture Saturation
- Degree of Char / Soot Residue
- Mold / Mildew Infestation
- Smoke Odor
- Deodorization Requirements
- Storage of documents
- Contamination Factors including Debris, Sewage, Silt, and/or Hazardous Material

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Labor, equipment, materials, shipping, gamma sterilization, freight, freezer storage, dry storage, and other costs incurred in connection with document remediation will be billed in accordance with the appropriate schedules and provisions contained in this attachment. These include:

Description	Hr. Rate	Description	Hr. Rate
Cleaning - Level 1 (per cu. ft.)	\$62.59	Pack out Box, 1.2 (ea)	\$2.83
Cleaning - Level 2 (per cu. ft.)	\$93.80	Pack out Box, 2.0 (ea)	\$3.11
Cleaning - Level 3 (per cu. ft.)	\$125.16	Pack out Box, 2.5 (ea)	\$3.42
Cleaning - Level 4 (per cu. ft.)	\$156.42	Pack out Box, Misc	Cost + 20%
Cleaning - Level 5 (per cu. ft.)	\$234.70	Pallet (ea)	\$16.79
Cleaning - Level 6 (per cu. ft.)	\$312.85	Photocopying (Color)	\$0.84
CD, DVD & Record Album Processing	\$2.11	Photocopying (Legal)	\$0.54
Deodorization - Ozone (per cu. ft.)	\$4.77	Photocopying (Letter)	\$0.26
Deodorization - Vapor Tech (per cu. ft.)	\$5.31	Photocopying (oversized)	Cost + 20%
Document Destruction - Wet Shredding (per cu. ft.)	\$41.26	Photograph Processing	0.49
Document Destruction - Dry Shredding (per cu. ft.)	\$11.26	Photograph Negative Processing	\$2.11
Document Destruction - Incineration (per lb.)	\$1.00	Rare Book Drying (ea.)	\$19.12
Freeze Drying - (1001+ cu. ft.)	\$50.00	Rare Book Cleaning (ea.)	\$151.38
Freeze Drying - (1-250 cu. ft.)	\$70.00	Refrigerated/Freezer Trailer	Cost + 20%
Freeze Drying - (250-1000 cu.ft.)	\$60.00	Return Box, 1.2 (ea)	\$4.86
Freeze Drying - Book Prep (per cu. ft.)	\$5.00	Return Box, 2.0 (ea)	\$5.36
Gamma Irradiation - Min Charge (excl. shipping)	\$1,650.00	Return Box, 2.5 (ea)	\$5.89
Gamma Irradiation (per cf, excl. shipping)	\$15.00	Return Box, Misc	Cost + 20%
Large Format - Cleaning Level 1 (ea)	\$2.02	Scanning - Level 1 (per image)	\$0.10
Large Format - Cleaning Level 2 (ea)	\$2.51	Scanning - Level 2 (per image)	\$0.12
Large Format - Cleaning Level 3 (ea)	\$3.56	Scanning - Level 3 (per image)	\$0.14
Large Format - Cleaning Level 4 (ea)	\$4.99	Scanning - Level 4 (per image)	\$0.16
Large Format - Cleaning Level 5 (ea)	\$5.53	Scanning - Level 5 (per image)	\$0.18
Large Format - Cleaning Level 6 (ea)	\$6.03	Scanning - Level 6 (per image)	\$0.20
Large Format - Drying (ea)	\$2.34	Scanning - OCR (add per image)	\$0.04
Minimum Project Fee (excl. shipping)	\$695.00	Shipping	Cost + 20%
Monthly Storage (per cu. ft.)	\$2.25	Stabilization (per cu. ft.)	\$6.04
Microfiche Strip Processing, each	\$0.49	X-Ray Processing, per film (1001-5000)	\$2.46
Microfiche Sheet Processing, each	\$2.11	X-Ray Processing, per film (1-1000)	\$2.88
Microfilm Roll Processing, each	\$39.08	X-Ray Processing, per film (5001+)	\$1.93

Cleaning Level Descriptions

Cleaning Level I – HEPA vacuuming only; pertains to light debris, or dust (includes equipment, supplies, and labor)

Cleaning Level II – HEPA vacuuming and spot cleaning with a chemical sponge; pertains to sporadic visible mold and hardened debris (includes equipment, supplies, and labor)

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Client's Initials _____ Date _____



Cleaning Level III – HEPA vacuuming and page by page cleaning; pertains to consistent mold and hardened debris (includes equipment, supplies, and labor)

Cleaning Level IV – HEPA vacuuming and page by page cleaning; pertains to significant mold and hardened debris, and light fire damage (includes equipment, supplies, and labor)

Cleaning Level V – HEPA vacuuming and page by page cleaning; pertains to moderate smoke and soot damage (includes equipment, supplies, and labor)

Cleaning Level VI – HEPA vacuuming and page by page cleaning; pertains to significant smoke, soot and char damage (includes equipment, supplies and labor)

Scanning Level Descriptions

Scanning Level I – little to no prep required; loose papers or file folders, minimal staples/paperclips/binder clips (includes equipment, supplies, and labor)

Scanning Level II – little to moderate prep required; loose papers or file folders, average amount of staples/paperclips/binder clips per file (includes equipment, supplies, and labor)

Scanning Level III – moderate to normal prep required; file folders with some binders, normal amount of staples/paperclips/binder clips (includes equipment, supplies, and labor)

Scanning Level IV – normal to heavy prep required; file folders, binders, some bound materials; above normal amount of staples/paperclips/binder clips; (includes equipment, supplies and labor)

Scanning Level V – heavy to excessive prep required; file folders, binders, many bound materials; excessive amount of staples/paperclips/binder clips; different sizes of paper (includes equipment, supplies, and labor)

Scanning Level VI – excessive prep required; file folders, binders, bound materials; excessive amount of staples/paperclips/binder clips; different sizes of paper (includes equipment, supplies and labor)

Note: each level can be a combination of the listed materials

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Client's Initials _____ Date _____