

**UNIVERSITY CITY COUNCIL
STUDY SESSION**

5th Floor of City Hall

6801 Delmar

March 6, 2017

5:30 p.m.

MEETING CALLED TO ORDER

The City Council Study Session was held in Council Chambers on the fifth floor of City Hall, on Monday, March 6, 2017. Mayor Welsch called the Study Session to order at 5:31 p.m. In addition, the following members of Council were present:

Councilmember Rod Jennings
Councilmember Paulette Carr
Councilmember Steven McMahon
Councilmember Terry Crow
Councilmember Michael Glickert; *(arrived at 5:46)*
Councilmember Bwayne Smotherson

Also in attendance was Interim City Manager, Charles Adams, Chief of Police, Larry Hampton, and Finance Director, Tina Charumilind.

Hearing no requests to amend the agenda, Mayor Welsch proceeded as follows:

AGENDA

(Requested by Mayor Welsch and Councilmember Glickert)

1. Financial update on the Temporary Police Facility, the Annex renovations, and funding possibilities

Mayor Welsch stated she and Councilmember Glickert asked for this Study Session in order to restart the discussion about the future of the Police Department. So the first thing she would like to do is ask staff if they would address some of the questions raised by several members of Council regarding the costs associated with the temporary facility.

Mr. Adams stated staff created the roadmap found in each member's packet, depicting the chain of events and costs associated with construction of the Temporary Police Facility.

Page 1 - Estimated Remediation Costs of the Annex. The initial estimate provided to Council for remediation of this building was \$500,000.

Page 2 - Actual Remediation Costs. The Annex is a 100 + year-old building with extensive water damage that exacerbated the City's remediation efforts. Supplemental inspections revealed extensive structural damage to the interior of the building; structural damage to the exterior related to water erosion, an inoperable HVAC system, and environmental hazards associated with mold, lead, and asbestos. It was also noted that prior to the commencement of remediation a majority of the floors and pipes would have to be removed. The inclusion of these items increased the cost to \$2,472.00; minus the initial estimate of \$500,000, resulting in an actual cost projection of \$1,972.00.

The annex was condemned in February, and thereafter, due to health and safety reasons, a Circuit Court Judge issued an Order giving the City three months to relocate its employees to a safe environment.

Page 3 - ModSpace. The City engaged the services of ModSpace, a modular construction company, who agreed to expedite construction of the Temporary Police Facility to meet the 90-day deadline that had been ordered. ModSpace leased the building to the City, brought in out-of-state employees and worked extended hours. The twenty-two individual buildings as they exist today house 100 employees; a Traffic Violation Bureau, Municipal Court, Evidence Room and Dispatch Center, which all meet the specifications required to achieve full accreditation.

Page 5 - Incidentals. Page 5; which is actually page 7, provides a detailed listing of the expenditures associated with the incidentals required for the operation of this facility. The following represent a sample of the items illustrated on the list:

- Office furnishings
- Alarm systems
- Sprinkler system
- Reinstall of dispatch center
- Relocation of 911 Service
- Dismantle & install of lockers and jail cells
- Install of voice recorders
- Disconnection and reinstallation of camera system
- Installation of data networks
- Electrical wiring & fiber optics
- Backup generator (*owned by the City*)

The temporary facility is still connected to the City's IT Department, which eliminated additional cost, and some items were paid for by the bond Issue for the new 800 megahertz system.

The monthly installment for leasing the facility is \$98,380 for the first two years and approximately \$11,000 for the third year. Commencing with year four, the City will only be responsible for maintenance and upkeep. The City also has a three-year lease for the land, with monthly payments of \$6,667.00.

Councilmember Smotherson stated during a tour of the facility he noticed the building had started to settle, causing some of the hallways to split.

Is the cost to repair those hallways covered under the ModSpace leasing contract, or will that be an additional cost to the City?

Mr. Adams stated that the hallways had been added to the punch list for ModSpace requiring them to make the appropriate repairs. Chief of Police, Larry Hampton confirmed that ModSpace had been notified of the problem.

Councilmember Crow stated that as Council moves forward to consider the ultimate destination of the Police Department, he would like a confirmation that the current facility was indeed functional for the foreseeable future and met the health and safety needs of the City's employees and residents? Chief Hampton stated that in spite of the fact some of their areas had been reduced, he would agree that the facility was functional, and provides all the essentials necessary to ensure accreditation and the safety of citizens and employees.

Mr. Adams stated the reductions in space were a result of trying to reduce the costs associated with the relocation. And while the City is in compliance with local and state regulations, the reduction of jail space does prohibit the Department from retaining prisoners for the length of time prescribed by the Senate Bill established two years ago.

Mayor Welsch stated she had received a letter from a citizen inquiring about the difference between the two-year lease for rental of the facility and the three-year lease for the land. However, she was curious whether Mr. Warsaw had expressed any interest in extending the lease? Mr. Adams stated Mr. Warsaw had not expressed an interest in extending the lease, nor has the City inquired about an extension since the hope is that a decision regarding a permanent facility would have been achieved by year three.

Councilmember Glickert asked if the Police Department and the Department of Community Development were working together in pursuit of real estate for the new facility? Both Mr. Adams and Chief Hampton agreed that going forward, the two entities would be working together.

Mayor Welsch asked staff if they would provide Council with a summary of the various financing mechanisms to be considered going forward. She noted that although she is not aware of any scheduled proposals, the Superintendent had informed her of the School District's intent to explore several financing options.

Finance Director, Tina Charumilind stated in 2014 the City had an AA+ bond rating, which is contingent on the ability to maintain over 60% of budgeted expenditures in reserve funds year-after-year. The fund reserve at the end of FY2016 was 8.5 million dollars. During the second quarter of FY2017, some of those funds were transferred, and in this current quarter rental of the police facility was added as an unanticipated expenditure not included in the 2017 budget. Today, the projected fund reserve is close to 6 million dollars which is equivalent to 26% of the budgeted expenditures. This 6 million dollars is in addition to the 7 million dollars Council has already set aside for the police facility. Ms. Charumilind stated the financing options available for renovation or new construction are as follows:

General Obligation Bonds (GO). The GO Bond requires voter approval since it impacts residential property taxes.

GO Bonds also offer a lower interest rate than certificates since monies derived from property taxes are considered to be a guaranteed revenue stream. Ms. Charumilind stated although there is still a need to determine the total dollar amount to be borrowed, in her opinion, the GO Bond represents the most realistic option. Information identifying cities that have been successful in the passage of GO Bonds over the past year was provided to Council.

Certificates of Participation (COP). Typically COP(s) are used for new construction where the building is used as collateral, and their interest rate is slightly higher than a GO Bond.

Special Obligation Bonds. This bond does not require voter approval or that new construction be used as collateral. The interest rate for this bond is slightly higher than a COP.

Ms. Charumilind stated the rule of thumb is that with a reasonable rate for the COP or Special Bond the City would incur interest of about one-third of the principal amount borrowed.

Status of Current Debt

- COP Series 2012 used to refund the City's 2003 & 2004 COP(s). This refunding saved the City approximately \$700,000. The Series 2012 was used for parks, Centennial Commons, and a parking garage. Approximately 2 million dollars is owed on the Series 2012, which is paid out of the Capital Improvement Sales Tax Fund, Park and Stormwater Sales Tax Fund, and revenue from the parking garage. The estimated date of expiration is 2020.
- In 2005 the City took out a Special Obligation Bond in the amount of \$700,000 to renovate City Hall. At that time the interest rate was 4 to 4.5%, totaling almost \$350,000. The balance remaining on this Bond is \$200,000.

Mayor Welsch asked if the City had the option of putting a GO Bond on the ballot for a vote this year? Ms. Charumilind stated it could be added to either the April or November election ballot.

Councilmember Carr asked if 57% voter approval was required for passage of the GO Bond if it was placed on the ballot in April or November? Ms. Charumilind stated that was correct. Councilmember Carr asked if 67% voter approval was required for a special election? Ms. Charumilind stated that was also correct.

Councilmember Crow stated there were a couple of things that needed to be put into perspective. Based on where this community is at this point in time, the reality is that a vote by Council to participate in either a COP or Special Bond Obligation would not be an appropriate action. It's clear that the last two bond issues have been unsuccessful, so in his opinion, the key component for success is the implementation of an extensive public engagement process.

He stated this is one of those times where Council could learn from the School District, who has a much better track record with bond issues than the City does.

Councilmember Crow stated he also believes Council has a lot of dust that needs to settle moving forward and thinks this is a process that should be managed by a full-time, permanent City Manager who can own this from beginning to end.

He stated it is incumbent upon Council to truly put their arms around this and attempt to restore the lack of faith being demonstrated, by allowing everyone an opportunity to ask questions and gain a thorough understanding of each phase of this development.

Council is the issue, which means there is a need to take a more discerning look at how this body attempts to move forward. Councilmember Crow stated perhaps

Councilmember McMahon has a better feel for this, but without active public engagement, he does not believe residents of the 1st Ward would approve such a large bond issue solely based on their lack of confidence in Council's ability to handle the financial matters of this City. So he thinks Council should take its time and get a feel for where their constituents stand on this issue.

Councilmember McMahon concurred with Councilmember Crow's comments, and added that since it appears, at least at this point in time, that the City will be building a new facility, one question that will probably be asked is what is the City going to do with the Annex? In order to have a clear and complete picture Council needs to know the answer to that question prior to any engagement with the community. So that's something that Council needs to be cognizant of as it moves forward because not having an answer will only create more doubt and questions.

Mayor Welsch stated she hopes her colleagues had an opportunity to review the report by Historic Preservation where they discuss setting up a citizen's committee to look at the various options for the Annex and Old Library Building, once Council gives them the go ahead.

Councilmember Carr stated she felt like the previous process had been manipulated. There were two different reports, both said build new, but there was a substantial difference in their cost estimates. In addition, it was difficult to get the then City Manager to allow Council to interact in an effective manner by asking the right questions. In fact, her question was never answered, and it's still a lingering question for her constituents today; *"How do we maximize what we have and what will it cost?"* This building everyone is sitting in and the Annex are in her Ward, and her constituents are very concerned about abandoning the City's historic buildings without an honest look.

So who is going to manage this project? Councilmember Carr stated she agrees with Councilmember Crow's suggestion regarding the need for a professional manager because this is a project she hopes will be in existence for a hundred years. Initiation of a national search process will be discussed at the next City Council Meeting, which should take about three to four months to complete. She stated her understanding is that every member of Council had received an email from Mr. Frank Ollendorff; who as the former City Manager of U City, possesses experience that no one at this table has.

Mr. Ollendorff also states the need for an experienced and professional City Manager to take responsibility for this project by participating in the site selection and orientation, alternative studies, financing options; building details; construction oversight, and public involvement that leads to a determination of how to wrap this package so that the public understands why the City is making the choices it's making and generates buy-in. She stated Council has to be honest about what they are going to do, and as a result, she does not view this as a major time delay.

Councilmember Carr stated in her opinion, the first step needs to finding an experienced City Manager, and that is where she is going to put her efforts. That doesn't mean Council should ignore this project, it means that making a final decision or even coming close to a final decision, should not happen without the benefit of having a permanent City Manager.

Mayor Welsch stated she is in favor of the COP option since the City has already established a process for paying off the certificates inherited from the previous administration. In the very near future, residents may be presented with bond issues for the Uniformed Pension Plan and School District, so her preference would be not to add an additional tax burden on residents who already believe U City is one of the highest taxed municipalities in the region; (*current taxes are in the upper-middle-class range*).

Six members of this Council voted to hire Mr. Adams as Interim City Manager, with the understanding that he possessed the qualifications to do the job. And despite what Mr. Ollendorff suggests, the City Manager does not oversee the day-to-day construction of a facility such as this. However, if Council is concerned about oversight, then what is regularly done in the construction industry is to hire a construction rep to represent the City's interest on the site. Mr. Ollendorff was not involved in the day-to-day activities of renovating City Hall, and although most managers will have insight with respect to funding mechanisms, the vast majority do not have extensive experience in building construction.

Mayor Welsch stated that while it is correct that the last bond issue was unsuccessful, there was very active opposition which some of her colleagues were involved in. And her belief is that it's easier to raise money for kids than it is for people and buildings. Irregardless of residents' appreciation for the work they perform in this community, they do not have a personal relationship with police officers. So, if a GO Bond was proposed, she does not think its failure would be a result of residents' lack of confidence in this administration's fiscal aptitude since this is the administration that was instrumental in the City's AA+ bond rating.

Mayor Welsch stated in her opinion, both the Chiodini and Ross & Baruzzini reports were prepared in a professional manner. And the Ross & Baruzzini report made it very clear that the increased costs were related to a rebound in the construction industry for this region, making it harder to find contractors willing to take on this type of construction, and the fact that as of January 1st, the nationwide price of steel had increased. She stated she understands her colleagues' desire to ensure public engagement, but her belief is that Mr. Adams is well positioned to design such a program.

Councilmember Smotherson thanked Tina, Charles, and Larry for preparing the information presented at tonight's session.

He stated that based on his recollection, a motion had previously been made to apply for a COP, and that motion had failed. So according to Council's Rules, it cannot be reconsidered again, for one year.

Councilmember Smotherson stated he did not understand how Council could move forward without any knowledge or information about the cost of acquiring the land needed for this facility.

Councilmember McMahan stated since he and his wife were pretty involved, he's not sure that getting a bond issue passed for a school district located in a community where many people send their kids to private schools, and actively campaign that the district takes too much of their money, is an easy sell. So, if you look at the City's bond issue and compare the percentage by which it failed to the District's 70% passage, he thinks it might have more to do with how the messages were conveyed. But, to say it was easy is really not fair to the folks who did all that work.

Councilmember Crow stated if Council decides to utilize the option of a bond issue there will be a need for a little more transparency as it relates to the budget and deficit spending. Citizens have been lectured far too long about the wonderful work of the previous Council, but now it's time to own up to the fact that there's a difference between submitting a balanced budget and then amending it on an annual basis to create deficit spending. He stated he's certain that the Mayor would be happy to utilize a COP; which doesn't require a vote by the public because the track record of this Council on public votes under her leadership have been dismal.

Councilmember Crow stated he's also grown weary of being lectured about hiring practices associated with the City Manager, especially since the last time the need arose only one interview was conducted. So the Mayor's comments about her experience of hiring a City Manager really speak for itself.

He stated that the comments espoused by Councilmember McMahan were absolutely correct. And yet, the District continues to pass bond issue after bond issue. Citizens are engaged and fully aware of the need for a Police Station. The problem is the credibility of this Council. And that means that Council must have its house in order before they go out and ask taxpayers for the single biggest voice and vote of trust they have; 10 to 15 million dollars over a twenty-year period of time.

Councilmember Glickert stated historically, U City has supported school bond issues, because he can only remember two that failed. Unfortunately, DESI just released its report which indicates that this District has lost another 128 students. So that's something that Council should also be cognizant of. Councilmember Glickert concurred with Councilmember Smotherson's recitation of the rules. But since Council made the rule, they can also change the rule.

Councilmember Carr stated that in fact, Councilmember Glickert had made the rule in order to remove an item requested by herself and Councilmember Crow off the agenda. Which, by the way, he had no right to do. So she's sorry, but Council is not going to change that rule because it's important for Councilmember Glickert to understand that he cannot silence the voice of some people and leave the microphone on to hear his own voice.

Councilmember Carr agreed that Council did have an image problem. However, if this issue is handled in the right manner, she would be willing to help sell this proposal, because she has been able to maintain a good record. But her questions have to be answered.

And just so everyone is aware, during her audiotaped interview with Mike Shea from Ross & Baruzzini, he informed her, in no uncertain terms, that he was not going to construct this building based on the wishes of one Council member. Yet, all she had done was come to the interview with a list of questions. This is one of those times that in order to be successful Council will have to be together. You can't go off in a private room Mayor, and make all the decisions, or allow the City Manager to make all of the decisions, and then bring them to Council with 48 hours notice of a bond issue being placed on the ballot. And if need be, she will work against the option of a COP, because this is also one of those times when the people of U City have a right to speak up and say what they want. And if Council does it the right way, it will be an easy sell.

Mayor Welsch stated obviously, Council will proceed however the majority decides. So, she would welcome any member of Council who wants to take the lead and start the process, to step up to the plate and do it. And that includes the requests for more citizen input. Any of her colleagues who spoke up tonight about the need to ensure community engagement, should step up and start working with the Interim City Manager to determine what that process should look like and get it going. But instead, Council wants four to six months to hire a new City Manager, who will need several months to get up to speed, and several additional months to get more public input, which all adds up to a long delay for doing what needs to be done for U City's Police Department and citizens.

ADJOURNMENT

Hearing no additional questions or comments, Mayor Welsch adjourned the Study Session at 6:28 p.m.

Larette Reese
Interim City Clerk

NOTICE OF STUDY SESSION

OF THE

UNIVERSITY CITY CITY COUNCIL

Public Notice is hereby given that a Study Session of the City Council of University City will be held on Monday, March 6, 2017, at 5:30 p.m., at City Hall, fifth floor, 6801 Delmar, University City, MO.

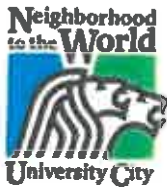
AGENDA

1. Requested by Mayor Welsch and Councilmember Glickert
2. Meeting called to order
3. Financial update on the Temporary Police Facility, the Annex renovations and funding possibilities
4. Adjournment

This meeting is OPEN to the public.

Dated this 3rd day of March, 2017

Office of the City Clerk



City Council Study Session Agenda Item Cover

MEETING DATE: March 6, 2017

AGENDA ITEM TITLE: Financial Update on Temporary Police Building, the Annex Remediation and Financing Options for New Police Facility

BACKGROUND REVIEW:

1. Annex Remediation

In October 2015, City Council approved \$500,000 transfer from General Fund reserve for the Annex remediation. This followed an Annex facility study, which identified the structure as an unhealthy/unsafe working environment. The condition included environmental hazards such as mold, water seepage, internal damage and pest infestation. The detailed items previously proposed are listed below:

<u>Description</u>	<u>Amount</u>
1 Exterior wall restoration, tuck pointing and waterproofing: The exterior of the facility must be weathertight in order to ensure interior repairs will be successful.	\$ 300,000
2 Window work: The exterior windows must be weathertight in order to ensure interior repairs will be successful.	75,000
3 Remove and replace 3,600 squarefeet of corroded vinyl tile: The orroded vinyl tile, which is estimated to be over 40 years old has to replaced.	25,000
4 Remove and replace 9,000 square feet of carpet The carpet has not been replaced in over 20 years. Due to water seepage, mold is present in the carpet	36,000
5 Duct cleaning all HVAC registers: The HVAC ductwork has not been thoroughly cleaned in several years. Mold, dust and other particulates are present and are a cause of personnel health issues.	4,000
6 Paint interior of all floors, with minimal wall repair: Due to water seepage, many interior walls contain mold and are cracked. Repair and painting should occur once exterior work has been completed	35,000
7 Repair/remodel six (6) bathrooms: According to several Police Dept. staff members who have been with the dept. for over 35 years, the six bathrooms have never been adequately repaired. Each bathroom will be repaired and remodeled.	25,000
	\$ 500,000

In February 2016, a subsequent order of condemnation was issued to the Annex building.

While the contractors engaged in the project implementation, they discovered unforeseen conditions ranging from cracked cast iron pipes to disturbance of environmental material. Then,

the City engaged an industrial hygienist to perform a complete analysis of the Annex. The conclusion was that remediation would be required, which would require significant increase to the cost of repairs.

In March 2016, City Council approved additional funding of approximately \$2.0 million for this project. The breakdown of the proposed tasks and the projected cost are as follow:

<u>Work Description</u>	<u>Projected Cost</u>
Exterior Masonry Restoration/Waterproofing	\$ 450,000
Window replacement	475,000
Environmental Testing and Oversight	60,000
Environmental Remediation	580,000
Reconstruction of remediated areas	550,000
Bathroom remodels - excluding floors - six (6) total	60,000
Carpet - approx. 9,000 sq. ft.	40,000
VCT Tile - approx. 3,900 sq. ft.	39,000
Ceiling tiles - 20,000 sq. ft.	95,000
Paint	50,000
Architect Drawings and Fees	3,000
Steam Tunnel Temporary Repairs	5,000
IT/Network Reconfiguration	35,000
Phones	20,000
Furniture and Equipment Movers	10,000
Total Gross Estimate	2,472,000
City Council approved fund in October 2015	(500,000)
Additional fund needed	\$ 1,972,000

In April 2016, the Fraternal Order of Police Lodge 15 went to court in St. Louis County; and the court ordered University City to relocate all police officers and staff out of the Annex within 90 days. Note, the City had signed a contract with Weather Proofing Technologies, Inc. (TREMCO) in the amount of \$1,139,631 to remediate the exterior of the Annex. The work was completed in October 2016. Due to the impending move of police staff, further interior work of the Annex was postponed. Copies of all invoices from TREMCO and others are attached. It should be noted during the initial work on the Annex, approximately six Police Department employees became ill and sought medical attention. The illnesses were believed related to environmental conditions of the building, as a result none of the six could return to the Annex.

2. Temporary Police Building

In May 2016, due to the urgency and after several locations and bids from other companies, the City entered a two-year leasing contract with ModSpace. ModSpace lease required the construction of the Police Facility, with the leasing of the 22-modular unit at \$98,380 per month. Also, the lease requires an additional cost for the “tear down and return” of the building at the

end of the lease in the amount of \$164,130. However, the renewal pricing after the initial 24 months will be \$11,500 per month if the City wished to extend the lease.

In August 2016, City Council approved the remaining \$1.0 million be reverted to be used for future lease payments.

Below is the price breakdown for the construction of the 22 modular units. The lease payments are broken down into 24 monthly payments of \$98,380 dollars.

Pricing Breakdown

96'x56' and 96'x140' Buildings	\$	335,000
Building Modifications & Construction		590,798
Delivery to Site		96,813
Installation at Site		69,913
Skirting for Buildings		7,848
ADA Compliant, PT Wood Decks, Steps and Ramps		75,245
Sally Port Construction		70,000
Architectural & Design Fees		52,514
Other General Requirements		54,106
Electrical (Includes Fire Alarm)		441,875
Plumbing		467,125
Fire Sprinkler		118,675
Tear Down & Return of All Buildings		164,130
Sub total		2,544,042
ModSpace Credit		(181,441)
Sub total		2,362,601
3rd Party Finance Charge		162,656
Total	\$	2,525,257

Renewal Pricing After Initial 24 Months

Monthly Lease Payment After 24 Months, PER MONTH ALL BUILDINGS	\$	11,500
--	----	--------

In addition, the City had entered the three (3) years lease agreement for 601 Trinity Avenue with VRE Fiber Optics Ventures, LLC for an annual rent of \$80,000 per year, or a total of \$240,000.

In August 2016, the contractors and vendors had been engaged to furnish the building units. The scope of work to furnish and get the department up in running, are related to installation of network data, telephones, office fixtures and equipment, access control, surveillance cameras and etc. These include asphalt overlay, fencing and landscaping. A legal order from a St. Louis County Judge was tenured indicating all Police personnel must be removed from the building including Communications staff by October 3rd of 2016.

In September 2016, the entire Police department moved to the temporary building except the dispatch. Since the equipment had not been completely installed, the dispatchers were temporary relocated to and operated from St. Louis County Emergency Operation Center on Olive Blvd. for a couple weeks.

3. Financing Options for New Police Facility

Below is the status of the General Fund Reserve and potential impact of each option on the City's rating was critical to the analyses. For background, in March 2014, Standard & Poor Rating Services raised the City's long term rating on General Obligation from AA to AA+. This favorable rating was based on the FY13 financial status, when the City had reserves of \$17.9 million or 66% of operating expenditures. In FY14, the City used a portion of reserves for one-time capital projects, but still maintained 60% of expenditures. The City projected that reserves would remain above 30% of expenditures through 2016. This ratio is indicative of a strong management condition with good financial practices, in accordance with Financial Management Assessment methodologies.

Below is summary of the General Fund Reserve as of the end of FY 2016 and estimated revenues and expenditures through the end of January 2017.

Unassigned Fund Balance as of July 1, 2016	\$ 8,550,000	
Budget Amendments:		
Resolution 2016-13	40,000	Review Annex Building Project
Resolution 2016-17	100,000	Crack Seal & Pavement Preservation
Resolution 2016-18	114,800	Non-Uniformed Contribution
Resolution 2016-19	<u>1,000,000</u>	Rental Temporary Police unit and land
Fund Balance as of August 2016	\$ 7,295,200	
Resolution 2017	716,000	Budget amendment # 6
Expenditures exceed revenues as of December 2016	<u>600,000</u>	Statement of Revenues and Expenditures
Fund Balance as of January 2017	<u>\$ 5,979,200</u>	

26% of FY 2017 Expenditure Budget

To maintain the City's AA+ bond rating, the recommended General Fund Reserve should not be less than 25% of budgeted operating expenditures. As of January 31, 2017 the General Fund expenditures exceeded revenues by approximately \$600,000 due to the less amount of property tax revenue was collected through January. If General Fund results in a deficit balance at the end of FY 2017, which mean a decrease in fund reserve. The use of reserves must be carefully evaluated with respect to financing the police building.

The City must finance the project through borrowing. The three options are General Obligation Bonds, Certifications of Participation and Special Obligation Bonds. They are described in detail.

1. General Obligation Bonds (GO Bonds)

The City may issue general obligation bonds for this purpose authorized by Charter of Missouri law. Most municipalities have financed capital improvement projects through GO bonds, which are secured by the full faith and credit and taxing power of a municipality (see table below for example). The debt service on bonds is paid through an additional property tax levy.

**General Obligation Bonds
Other Municipalities**

<u>Government</u>	<u>Year</u>	<u>Issued Amount</u>	<u>Purpose of Issuance</u>
City of Belleville, IL	2015	\$ 8,500,000	City Hall and Police Station
City of Lake St. Louis	2010	7,230,000	Street Improvements
	2014	8,655,000	Street and Park Improvements
City of Maplewood	2015	6,000,000	Fire Station Project
City of Olivette	2014	13,500,000	City Hall Project
City of St. Charles	2013	12,400,000	Various Capital Project
City of St. Peters	2014	9,675,000	Storm Water Project
	2015	7,500,000	Water Works and Sewerage Project
City of Webster Groves	2011	13,000,000	Street Project
City of Woodson Terrace	2015	1,500,000	Community Center

Benefits of a GO bond option include a low interest rate for financing the project and low cost of issuance. Disadvantages of issuing GO bonds include the requirement for a supermajority approval of the voters. Bonds will also impose an additional financial burden on city taxpayers.

2. Certificates of Participation (COPs)

Legal authority for lease-purchase financing is authorized by Missouri statutes. Under a lease-purchase financing option, the City can lease the real property to be acquired and constructed from a lessor, which may be an investor or a trustee bank. The City makes rental payments annually and can purchase the property at the end of term. A lease-purchase agreement outlining the terms must be approved by the governing body, but is not a voter approved obligation. Therefore, the City will not have the ability to place a debt service levy to repay the bonds. There is no legal limit with respect to the maturity of lease obligations; however, a term longer than twenty-five years is not recommended.

The most common structure used to accomplish this objective is certificates of participation (COPs). COPs are certificates that represent a proportionate interest of the owner of each Certificate of the lessor to receive rental payments in accordance with the agreement. COPs generally have a higher interest rate than for bonds due to lease-obligations being renewed annually through the budget process, rather than secured by an enforceable pledge of revenues (such as property tax). Section 97.890 RSMo. provides the City with revenue generated from ½ cent sales tax that is legally available for capital improvement purposes. The City currently uses this revenue to retire a portion of COPs series 2012 which would end in FY 2020. The City may continue to make rental payments from the General Fund on this series until FY 2020 so that the routine capital projects would not be interrupted or ceased. The new COPs could be retired through an annual budget appropriation from either the General Fund or Capital Improvement Sales Tax Fund.

This financing tool has been used by many St. Louis County municipalities for the construction of public facilities. Below is the listing of those cities, the year and amount of certificates.

Certificates of Participation Local Municipalities			
<u>Government</u>	<u>Year</u>	<u>Issued Amount</u>	<u>Purpose of Issuance</u>
City of Chesterfield	2000	\$ 17,565,000	Acquisition of Land and construction of City Hall and Police Station
	2005	25,700,000	Acquisition of Park Land and construction
City of Brentwood	2014	5,760,000	Improved Recreational Complex
City of Bridgeton	2009	5,785,000	Construction of Municipal Government Center
	2013	9,465,000	Community Center
City of Eureka	2012	8,170,000	Recreation Center
City of Frontenac	2009	4,010,000	Construction of City Government Center
City of Ferguson	2013	9,055,000	Community Center and Police Station
City of Kirkwood	2014	3,605,000	Automated Water Meter Reading System
City of Maryland Heights	2015	15,000,000	Community Center
City of Wentzville	2011	18,900,000	Park Project
City of Wildwood	2010	3,000,000	Construction of City Hall

3. Special Obligation Bonds (SOBs)

Special obligation bonds are secured solely by annually appropriated funds. They have features virtually identical to general obligation bonds and certificates of participation except that there is no collateral securing the obligations. Consequently, the obligations typically carry higher interest rates than general obligation bonds and higher than lease obligations. Because this form of financing does not offer any specific benefits compared to lease obligations.

Past and Current Long-Term Debt

The following is the long term debt the City had since 1997 until 2012.

In 1997, the City issued \$1,415,000 of Certificates of Participation, Series 1998. The proceeds of the certificates were used to pay a portion of the costs of construction and equipped a municipal parking facility together with the retail space on the ground floor of the parking facility. The certificates bear interest at rates ranging from 4% to 6%.

In 2003, the City issued \$6,345,000 of Certificates of Participation, Series 2003 to refund 1,140,000 of outstanding Series 1997 Certificates of Participation and provide \$5,205,000 for park improvements. The certificates bear interest at rates ranging from 2% to 4.1%.

In 2004, the City issued \$6,245,000 of Certificates of Participation, Series 2004. The proceeds were used for capital improvements.

In 2012, the City issued \$7,020,000 of Certificates of Participation, Series 2012 to refund \$3,530,000 and \$3,815,000 outstanding Series 2003 and 2004, respectively.

Certificates of Participation Series 2012 Payment Made from Capital Improvement Sales Tax Fund						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2017			13,850	13,850		
2/1/2018	480,350	1.35%	13,850	494,200	27,700	508,050
8/1/2018			10,608	10,608		
2/1/2019	466,700	1.65%	10,608	477,308	21,216	487,916
8/1/2019			6,762	6,762		
2/1/2020	711,750	1.90%	6,762	718,512	13,523	725,273
	\$ 1,658,800		\$ 62,440	\$ 1,721,240	\$ 62,440	\$ 1,721,240

Certificates of Participation Series 2012 Payment Made from Park and Storm Water Sales Tax Fund						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2017			7,458	7,458		
2/1/2018	258,650	1.35%	7,458	266,108	14,915	273,565
8/1/2018			5,712	5,712		
2/1/2019	251,300	1.65%	5,712	257,012	11,424	262,724
8/1/2019			3,641	3,641		
2/1/2020	383,250	1.90%	3,641	386,891	7,282	390,532
	\$ 893,200		\$ 33,621	\$ 926,821	\$ 33,621	\$ 926,821

Certificates of Participation Series 2012 Payment Made from Municipal Parking Garage Fund						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2017			986	986		
2/1/2018	51,000	1.35%	986	51,986	1,972	52,972
8/1/2018			641	641		
2/1/2019	77,000	1.65%	641	77,641	1,282	78,282
	\$ 128,000		\$ 3,254	\$ 131,254	\$ 3,254	\$ 131,254

In 2005, the City issued \$2,000,000 of General Obligation Bonds, Series 2005. The proceeds were used to fund the costs of renovating and improving City Hall. The bonds bear interest at rates ranging from 2.9% to 4.7%. These bonds were paid off in 2015.

In 2005, the City issued \$700,000 of Special Obligation Bonds payable for park improvements. The bonds bear interest

Special Obligation Bonds Series 2005 Payment Made from General Fund						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2017			4,169	4,169		
2/1/2018	50,000	3.875%	4,169	54,169	8,338	58,337
8/1/2018			3,200	3,200		
2/1/2019	55,000	4.00%	3,200	58,200	6,400	61,400
8/1/2019			2,100	2,100		
2/1/2020	105,000	4.00%	2,100	107,100	4,200	109,200
	\$ 210,000		\$ 18,938	\$ 228,937	\$ 18,938	\$ 228,937

Expenditures Associated with the Temporary Police Station:

Modular Space Corp.	\$	15,383	Install Modular Units due to the change order.
<u>Installation of Dispatch Center</u>			
Armstrong Construction		10,229.00	Reinstall Dismantle, lockers, jail cell, benches and office fixtures.
AT&T		11,248.87	Relocate 911 Service
Bus Comm Incorporated		1,752.71	Relocate 911 Service
Wireless USA		27,366.00	Communication Center Relocation
Sub Total		50,596.58	
Dielman Moving and Storage		21,734.27	Moving Services
LVD Concepts Inc.		57,621.00	Installation of data net work
Reinhold Electric		26,000.00	Electrical wiring and installing UPS for 911 Service
REJIS		892.25	Relocate Equipment
Tech Electronic		92,605.75	Furnished four (4) net work switches Furnished equipment and installed 37 phones and four (4) cordless headsets Installed access control
Warehouse of Fixtures		10,691.64	Cubicle Installation
Sub Total		187,810.64	
Ford Asphalt Co.		24,250.00	Overlay
Traffic Control Company		3,350.00	Delivery and Setup of Concrete Wall
U City Signs & Banners		1,870.00	Directional Signs - Police and Court
Sub Total		29,470.00	
<u>Fencing and Landscaping</u>			
Central District Alarm		3,448.00	Back Door Buzzer Entry
Chesterfield Fence & Deck		59,864.00	Fence around Temporary Police Building
Hydro Dynamics Corp.		1,445.00	Install Irrigation Sprinklers
Paton Landscape & Constructior		13,700.00	Landscape
Sub Total		78,457.00	
<u>Insurance and Security</u>			
A-1 Private Investigation		1,584.00	Overnight Security
Daniel & Henry		7,762.00	Insurance for Police Building 8/24/16 - 8/24/17
Will Electronics		80,350.46	Surveillance Camera
Sub Total		89,696.46	
Birkel Electric		116,820.00	Emergency Backup Generator
<u>Special Assessment and Property Taxes</u>			
University Heights		2,304.50	Special Assessment
Lot		1,805.69	Property Taxes
Sub Total		4,110.19	
<u>Leasing Modular Space and Lot</u>			
Modular Spce - Oct 2016		98,380.00	
Nov 2016		98,380.00	
Dec 2016		98,380.00	
Jan 2017		98,380.00	
Lot			
Oct 2016		6,667.00	
Nov 2016		6,667.00	
Dec 2016		6,667.00	
Jan 2017		6,667.00	
Sub Total		420,188.00	
Grand Total		\$ 1,014,266.14	

TO: **OWNER**, University City, University City PROJECT: Annex Window and Masonry Façade restoration

APPLICATION NO: 1

FROM CONTRACTOR:

VIA ARCHITECT:
Weatherproofing Technologies, Inc.
3735 Green Rd.
Beachwood, Oh. 44122

Distribution to:

- OWNER
- ARCHITECT
- CONTRACTOR

5/31/2016

PROJECT NOS: 35028491

CONTRACT DATE: 05/24/16

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet. AIA Document G703. is attached.

1. ORIGINAL CONTRACT SUM
 - 2. Net change by Change Orders \$ 1,139,630.81
 - 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 0.00
 - 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,139,630.81
 - 5. RETAINAGE:
 - a. 5% % of Completed Work \$ 14,262.86
 - b. 0% % of Stored Material (Column F on G703) \$ 0.00
 - Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 14,262.86
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 14,262.86
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 270,994.32
8. CURRENT PAYMENT DUE \$ 868,636.49
9. BALANCE TO FINISH, INCLUDING RETAIN (Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *Leah Krupnik* Date: 5/27/16

State of: Ohio County of: Cuyahoga
Subscribed and sworn to before me this day of May 2016
Notary Public: *Gretchen Mack*
My Commission Expires: *2016*



ARCHITECT'S CERTIFICATE FOR PAYMENT STATE OF OHIO
In accordance with the Contract Documents, based on the Architect's knowledge, information and belief the Work is completed as indicated, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

TO OWNER: University City, University City PROJECT: Annex Window and Masonry Façade restoration

FROM CONTRACTOR: Weatherproofing Technologies, Inc. 3735 Green Rd. Beachwood, Oh. 44122

VIA ARCHITECT:

5/31/2016-6/30/2016

PROJECT NOS: 35028491

CONTRACT DATE: 06/29/16

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 1,139,630.81
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,139,630.81
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 349,180.72

- 5. RETAINAGE:
a. % of Completed Work (Column D + E on G703) \$ 17,459.04
b. % of Stored Material (Column F on G703) \$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)

- 6. TOTAL EARNED LESS RETAINAGE \$ 17,459.04
(Less Line 5 Total) 331,721.68
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 270,994.32
8. CURRENT PAYMENT DUE \$ 60,727.36
9. BALANCE TO FINISH, INCLUDING RETAIN (Line 3 less Line 6) \$ 807,909.13

CHANGE ORDER SUMMARY table with columns: ADDITIONS, DEDUCTIONS, Total changes approved in previous months by Owner, Total approved this Month, TOTALS, NET CHANGES by Change Order

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 6/30/16
State of: OH County of: Cuyahoga
Subscribed and sworn to before me this 30 day of June, 2016
Notary Public: [Signature]
My Commission expires: March 19, 2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.) ARCHITECT:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: University City
6801 Delmar
University City, MO 63130

PROJECT: Annex Window and Masonry Façade restoration

FROM CONTRACTOR: VIA ARCHITECT:
Weatherproofing Technologies, Inc.
3735 Green Rd.
Beachwood, Oh. 44122

APPLICATION NO: 3

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

PERIOD TO: 7/31/16

PROJECT NOS: 35028491

CONTRACT DATE: 07/18/16

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	1,139,630.81
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,139,630.81
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	514,787.97

5. RETAINAGE:	
a. 5% % of Completed Work (Column D + E on G703)	\$ 25,739.40
b. 0% % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 25,739.40

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	489,048.57
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	331,721.68
8. CURRENT PAYMENT DUE	\$	157,326.89
9. BALANCE TO FINISH, INCLUDING RETAIN (Line 3 less Line 6)	\$	650,582.24

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

CONTRACTOR:

By: Gretchen Mack Date: 7/19/16

State of: OH County of: Cuyahoga
 Subscribed and sworn to before me this 19th day of July 2016
 Notary Public: Gretchen Mack
 My Commission Expires: March 21, 2017



AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: _____ Date: _____
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AFFLIATION AND CERTIFICATION FOR PAYMENT

TO OWNER: University City
 6801 Delmar
 University City, MO 63130

PROJECT: Annex Window and Masonry Façade restoration

APPLICATION NO: 4

FROM CONTRACTOR: VIA ARCHITECT:
 Weatherproofing Technologies, Inc.
 3735 Green Rd.
 Beachwood, Oh. 44122

PERIOD TO: 8/31/16

PROJECT NOS: 35028491

CONTRACT DATE: 08/26/16

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 1,139,630.81
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 1,139,630.81
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 950,859.93

5. RETAINAGE:	\$
a. 5% of Completed Work (Column D + E on G703)	\$ 47,543.00
b. 0% of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 47,543.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 903,316.93
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 489,048.57
8. CURRENT PAYMENT DUE	\$ 414,268.36
9. BALANCE TO FINISH, INCLUDING RETAIN (Line 3 less Line 6)	\$ 236,313.88

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *[Signature]* Date: 8/27/16

State of Ohio
 Subscribed and sworn to before me this August, 2016.
 Notary Public: *[Signature]* KATHLEEN MACK
 My Commission Expires: 08/27/2017



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, the Architect certifies to the best of the Architect's knowledge, information and belief that the Work has progressed as indicated, and that the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Distribution to:

X	OWNER
	ARCHITECT
	CONTRACTOR

PERIOD TO: 9/30/16

PROJECT NOS: 35028491

CONTRACT DATE: 09/30/16

FROM CONTRACTOR: VIA ARCHITECT:

Weatherproofing Technologies, Inc.
3735 Green Rd.
Beachwood, Oh. 44122

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,139,630.81
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 1,139,630.81
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,116,838.19
5. RETAINAGE:
 - a. 5% % of Completed Work (Column D + E on G703) \$ 55,841.91
 - b. 0% % of Stored Material (Column F on G703) \$ 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 55,841.91
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,060,996.28
8. CURRENT PAYMENT DUE \$ 903,316.93
9. BALANCE TO FINISH, INCLUDING RETAIN (Line 3 less Line 6) \$ 157,679.35

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$ -	
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *[Signature]* Date: 9/30/16

State of Ohio
Subscribed and sworn to before me this 30th day of September, 2016
Notary Public
My Commission Expires



ARCHITECT'S CERTIFICATE FOR PAYMENT STATE OF OHIO
In accordance with the Contract Documents, after a review of the documents comprising the application, the Architect certifies to the best of the Architect's knowledge, information and belief the work has been completed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

TO OWNER: University City
 6801 Delmar
 University City, MO 63130

PROJECT: Annex Window and Masonry Facade restoration

APPLICATION NO: 6

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: VIA ARCHITECT:
 Weatherproofing Technologies, Inc.
 3735 Green Rd.
 Beachwood, Oh. 44122

PERIOD TO: 10/31/16

PROJECT NOS: 35028491

CONTRACT DATE: 10/21/16

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,139,630.81
2. Net change by Change Orders \$ 1,749.80
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,141,380.61
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,141,380.61
5. RETAINAGE:
 - a. 0% % of Completed Work (Column D + E on G703) \$ 0.00
 - b. 0% % of Stored Material (Column F on G703) \$ 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 1,141,380.61
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,060,996.28
8. CURRENT PAYMENT DUE \$ 80,384.33
9. BALANCE TO FINISH, INCLUDING RETAIN (Line 3 less Line 6) \$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 1,749.80	
Total approved this Month	\$ -	
TOTALS	\$ 1,749.80	\$ -
NET CHANGES by Change Order	\$ 1,749.80	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *[Signature]*

Date: 10/26/16

State of: Ohio County of: Cuyahoga
 Subscribed and sworn to before me this 26 day of October, 2016
 Notary Public: *[Signature]*
 My Commission expires: 10/26/16

ARCHITECT'S CERTIFICATE FOR PAYMENT

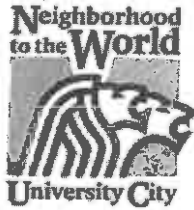
In accordance with the Contract Documents, based on the information and the data comprising the application, the Architect certifies to the best of the Architect's knowledge, information and belief the Work has been completed to the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



Charles

Ⓡ

City Council Agenda Item Cover

MEETING DATE: March 14, 2016

AGENDA ITEM TITLE: City Council Authorization for Additional Funds for Police Department Annex Projects

AGENDA SECTION: City Manager's Report

COUNCIL ACTION: Approval

CAN THIS ITEM BE RESCHEDULED?: No

BACKGROUND REVIEW: At the October 6, 2015 meeting of City Council, \$500,000 in reserve funds was approved for Police Department Annex facility projects to alleviate environmental hazards and improve working conditions for personnel. The fund and project request was developed based on a preliminary site evaluation, bid documents and building industry cost standards.

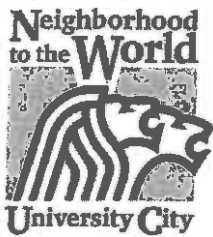
Since that time, contractors and staff engaged in project implementation encountered unforeseen conditions ranging from cracked cast iron pipes to disturbance of environmental material. In February, it became apparent that work should cease until a consultant could be engaged to re-evaluate the building and scope of work. Staff consulted with several contractors and was advised that work should not continue until significant remediation work is completed. This work, along with refined bids for other projects, has significantly increased the cost of repair work for the Annex but is required.

Additional funds from reserves are being sought to address environmental issues and ensure additional building deterioration does not occur. Because of the condition of the building, this work must occur whether or not the Annex is renovated for the Police Department.

Attachments:

- 1: Staff memorandum

RECOMMENDATION: Approval



Department of Community Development
6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

MEMORANDUM

TO: MAYOR AND MEMBERS OF CITY COUNCIL
FROM: ~~ANDREA RIGANTI~~, DIRECTOR OF COMMUNITY DEVELOPMENT
DATE: OCTOBER 6 2015 March 11, 2016
SUBJ: ADDITIONAL FUND REQUEST FOR ANNEX REPAIRS
CC: LEHMAN WALKER, CITY MANAGER
CHARLES ADAMS, POLICE CHIEF
CAROL JACKSON, POLICE CAPTAIN

This memorandum is a follow-up to the October 6, 2015 City Council approval of \$500,000 in reserve funds for Police Department Annex facility projects to alleviate environmental hazards and improve working conditions for personnel. In the background materials prepared for the request (Attachment A), it was expressed that "...*Though these projects will help improve conditions on a short term basis, they should not be viewed as a finite list of work needed. The costs associated with each project were developed by reviewing previous bid estimates and/or projects recently completed of a similar scope.*" The projects and costs were developed from a preliminary site evaluation by staff and contractors. The evaluation included research on the age and condition of systems, the condition of the building, previous bid documents and historic elements.

City Council approved the request for funds in October and staff proceeded with project scoping and scheduling. Contractor bids were solicited for projects beyond in-house abilities while smaller projects were initiated by maintenance staff. Contractors and staff soon encountered unforeseen conditions during construction ranging from cracked cast iron pipes to disturbance of environmental material. In February, it became apparent that work should cease until a consultant could be engaged to re-evaluate the building.

Several industry professionals on environmental remediation were consulted. Staff was advised that work disturbing suspected environmental materials (such as bathroom remodels, plumbing and window repairs) cannot commence until Environmental Protection Agency and State of Missouri regulations are met. The City has engaged an industrial hygienist to perform a complete analysis of the Annex, identify the location/presence of environmental hazards and develop a scope of work for abatement. This effort will update the 2014 PSI Environmental Hazards report which pointed to the presence of some hazardous conditions (asbestos, lead), and indicated that abatement should occur prior to renovation or demolition, and all material could remain so long as no disturbance occurred. Remediation will now be required, and significantly increase the cost of repair work to occur post-remediation.

Several roofing/weatherproofing contractors were also contacted for firm bids. The low bid for the combined exterior masonry restoration/waterproofing and window replacement is \$925,000, well exceeding anticipated costs. In sum, the preliminary site evaluation did not adequately contemplate contingencies.

A refined estimate has been developed with contractors and industry standard bid information for projects (such as painting) where no contractor bid was yet issued.

Work Description	Projected Cost
Exterior Masonry Restoration / Waterproofing	\$ 450,000.00
Window replacement	\$ 475,000.00
Environmental Testing and Oversight	\$ 60,000.00
Environmental Remediation	\$ 580,000.00
Reconstruction of remediated areas	\$ 550,000.00
Bathroom remodels - excluding floors - 6 total	\$ 60,000.00
Carpet - approx. 9,000 sq ft	\$ 40,000.00
VCT tile - approx. 3,900 sq. ft.	\$ 39,000.00
Ceiling tiles - 20,000 sq ft	\$ 95,000.00
Paint	\$ 50,000.00
Architect Drawings & Fees	\$ 3,000.00
Steam Tunnel Temporary Repairs	\$ 5,000.00
IT/Network Reconfiguration	\$ 35,000.00
Phones	\$ 20,000.00
Furniture and Equipment Movers	\$ 10,000.00
<i>Total Gross Estimate</i>	\$ 2,472,000.00
City Council Funds Allocated 10/6/15	\$ 500,000
City Council Request 3/14/16	\$ 1,972,000.00

exterior only

Alternatives Considered

Prior to seeking this request, staff evaluated the possibility of relocating the Police Department to another location. Several sites were evaluated and included brick and mortar buildings that met the following criteria:

- Excellent street infrastructure and roadway access
- Proximity to neighborhoods (adjacency not desired due to noise and disruption)
- Size of building and availability (ideal size 37,000 square feet, minimum 20,000)
- Price per square foot (ideally donated)
- Utility connections and availability of necessary technology infrastructure
- Retrofit for purpose
- Availability

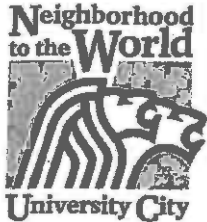
The anticipated moving costs and REGIS/infrastructure buildout alone is \$1,500,000. This does not include other costs.

Additionally, staff evaluated the possibility of relocating the Police Department to temporary modular units. The criteria for modular units included:

- Identification of a location (vacant parking lot or land)
- Excellent street infrastructure and roadway access
- Proximity to neighborhoods (adjacency not desired due to noise and disruption)
- Price of modular units
- Utility connections and availability of necessary technology infrastructure
-

The estimated cost of this option, without relocation fees, taxes, electric, water and sewer and REGIS/infrastructure build-outs was \$2,200,000 for design, installation, rental and teardown.

Both estimates were more costly than building repairs, which are necessary whether or not the Annex is renovated for the Police Department.



Charles

①

Department of Community Development
6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

MEMORANDUM

TO: MAYOR AND MEMBERS OF CITY COUNCIL
FROM: ANDREA RIGANTI, DIRECTOR OF COMMUNITY DEVELOPMENT
DATE: OCTOBER 6, 2015
SUBJ: RECOMMENDATIONS FOR SHORT TERM REPAIRS TO CITY HALL ANNEX (POLICE DEPARTMENT)
CC: LEHMAN WALKER, CITY MANAGER
CHARLES ADAMS, POLICE CHIEF
CAROL JACKSON, POLICE CAPTAIN
JOHN GILBERT, FACILITIES MANAGER

Summary

This memorandum is a follow-up to the September 24th City Council meeting, at which the physical condition of the Police Department facility was discussed. The discussion included a review of information submitted with the Police Facility Annex study that identified an unhealthy/unsafe working environment. This ongoing study supports earlier reports of environmental hazards such as mold, water seepage and damage, pest infestation, and more present in the facility. Police Department personnel currently located in the facility are continually exposed to these conditions. Mitigation efforts began only four years ago. Significant additional funding is critical in order to enhance these efforts as soon as possible. In advance of formal action to allocate funds for Annex repairs, City Council requested information on potential projects.

Staff from the Police Department and the Facilities Maintenance Division of Community Development developed and prioritized a list of immediate project needs. Though these projects will help improve conditions on a short term basis, they should not be viewed as a finite list of work needed. The costs associated with each project were developed by reviewing previous bid estimates and/or projects recently completed of a similar scope. Some variation in actual project costs is expected as bids from tradespeople could not be obtained before the October 12 meeting.

Request

Staff is seeking \$500,000 in reserve funds for the following projects:

1. Exterior wall restoration, tuck pointing and waterproofing: \$300,000
Detail. The exterior of the facility must be weathertight and exterior surfaces repaired in order to ensure interior repairs will be successful. Source: Tremco Bid
2. Window Work: \$ 75,000
Detail. The exterior windows must be weathertight in order to ensure interior repairs will be successful. Source: Tremco bid
3. Remove and replace 3,600 square feet of corroded vinyl tile: \$ 25,000
Detail. Staff is not aware of any repair/replacement to the corroded vinyl tile, which is estimated to be over 40 years old and in significant disrepair. Source: cost per square foot of replacement tile and labor.
4. Remove and Replace 9,000 square feet of carpet: \$ 36,000

Detail. The carpet has not been replaced in over 20 years (perhaps longer) or regularly steam cleaned. Due to water seepage, mold is present in the carpet.
Source: cost per square foot of replacement carpet and labor.

5. Duct cleaning all HVAC registers: \$ 4,000

Detail. The HVAC ductwork has not been thoroughly cleaned in several years. Mold, dust and other particulates are present and are a cause of personnel health issues.
Source: estimate based on similar projects.

6. Paint interior of all floors, with minimal wall repair: \$ 35,000

Detail. Due to water seepage, many interior walls contain mold and are cracked. Repair and painting should occur once exterior work has been completed. Source: estimate based on similar projects.

7. Repair/remodel 6 bathrooms: \$ 25,000

Detail. According to several Police Department staff members who have worked for the Department for 35+ years, the six bathrooms have never been adequately repaired. Deterioration to fixtures, flooring, walls etc. is beyond ordinary repair. Each bathroom will be repaired and remodeled. Source: estimates based on similar projects.

Funding should be allocated as soon as possible. Police Department personnel will likely continue to operate in the Annex for a minimum of two years until either the building is renovated for long-term Police Department occupancy or a new Police facility is constructed. During this time, the Annex will continue to degrade if the existing level of repair funding is maintained. Personnel will continue to be exposed to environmental hazards and poor working conditions.

If funded, these projects will temporarily alleviate environmental hazards and improve working conditions for personnel. *However, a significant amount of additional financing will be required to make the Annex habitable for a long term tenant.*

Contracts will be submitted for City Council approval prior to work commencing as appropriate. Staff will consult with additional personnel/bodies prior to commencing a project when appropriate.

Charles (3)



March 7, 2016

City of University City
Department of Community Development
6801 Delmar Boulevard
University City, Missouri 63130

Attention: Mr. John Gilbert
Email: jjgilbert@ucitymo.org

Re: Proposal for Initial Fungal Evaluation, Limited Asbestos Sampling, Asbestos Project Design and Bid Assistance, Project Management and Third Party Air Monitoring, and Post Fungal Remediation Verification Evaluation
City of University City
University City Annex Building
University City, Missouri 63130
PSI Proposal No. 0029-174846

Dear Mr. Gilbert:

Thank you for giving us the opportunity to propose our services to you. Professional Service Industries, Inc. (PSI) is submitting this proposal for performance of an Initial Fungal Evaluation, Limited Asbestos Sampling, Asbestos Project Design, Bid Assistance and Project Management, 3rd Party Air Monitoring, and Post Fungal Remediation Verification Evaluation at the above referenced property. Presented below is a review of furnished project information, along with our proposed scope of services, schedule and fee information.

PROJECT UNDERSTANDING & PURPOSE

In December of 2013, Professional Service Industries, Inc. (PSI) was retained by the City of University City to perform an environmental hazards survey of the University City Annex Building. The Police Department, city jail, and 911 dispatch are located in the Annex Building. The Fire Department previously was based at the Annex Building, but has relocated. Areas inspected included the basement through the third floor and a portion of the tunnel leading from the annex building to City Hall. In accordance with state and federal law, PSI's certified Missouri Asbestos Building Inspectors and Missouri Lead Inspectors performed the survey and sampling. In addition to identifying asbestos-containing materials (ACM) and surfaces with paints and/or coatings that contain lead-based paint (LBP), PSI also performed a radon screening, a limited mold evaluation and continuous monitoring of sewer gas parameters. The purpose of the survey was to determine the presence of hazardous materials and to evaluate if these materials will need to be removed prior to building renovations.

Asbestos

During PSI's survey, asbestos-containing materials were found in this facility. The suspect materials sampled and found to contain asbestos are as follows:

- Ceiling Tile – 2' X 4' Lay-In with Pin-dot pattern – approximately 4,000 sf – basement, Fire Dept. Offices, Main Hallway, Detective Bureau (rms. 205, 206, 207), and "D.A.R.E." office (rm. 301).
- Ceiling Tile – 2' X 4' Lay-In, Off white with crowsfoot pattern – approximately 80 sf – west end of hall by violations bureau.
- Floor Tile – 12" Brown with white streaks with black mastic - approximately 450 sf – basement elevator lobby, phone & computer rooms.
- Floor Tile – 12" White with Multi-Colored Flakes with Yellow Mastic over 12" Brown with yellow mastic – Approximately 885 sf - Break room, "EOC" and west entrance hallways.
- Floor Tile – 9" Gray with black mastic under carpet – approximately 875 sf – Violations Bureau and associated storeroom (rms. 103 & 128).
- Floor Tile – 12" Tan with white & gray flakes with black mastic – approximately 380 sf – "Booking" hallway.
- Floor Tile – 12" Orange with yellow mastic over white tile with yellow mastic over gray tile with black mastic – approximately 160 sf – watch commander office (rm. 102).
- Floor Tile – 12" Gray mottled with black mastic – approximately 460 sf – report room and former suspect viewing room (rms. 114 & 116).
- Floor Tile – 12" Cream with yellow mastic over 9" green mottled with black mastic (under carpet) – approximately 430 sf – 2nd floor stairway lobby.
- Floor Tile – 12" Orange with yellow mastic over 12" cream with yellow mastic over 9" green mottled with black mastic – approximately 4,060 sf – 2nd floor fire department residence (rm. 222) and southeast stairwell landings.
- Floor Tile – 9" Green mottled with black mastic – approximately 2,315 sf – Detective Bureau, evidence storage, closets, and cell corridor (rms. 202, 205, 206, 207, 208, 217, & 218) and homicide evidence room. Approximately 2,050 sf under carpet.
- Floor Tile – 12" Light tan with white flakes with yellow mastic over wood over 9" green mottled with black mastic - approximately 545 sf – "Swearing In" room and hallway.
- Mastic – Black under carpet and various flooring – approximately 900 sf – Rooms 101, 110, 111, & 117.
- Floor Tile – 9" Dark red with black mastic - approximately 500 sf – Ms. Price office and storeroom (rms. 215 & 216).
- Floor Tile – 9" Brown with black mastic & black vapor barrier - approximately 910 sf – 3rd floor elevator lobby, offices to west of lobby, and "DARE" storage closet (rms. 301, 302, & 303).
- Floor Tile – 12" White mottled with yellow mastic over wood over white tile with gold mastic over wood over 9" brown with black mastic and black vapor barrier - approximately 65 sf – 3rd floor restroom
- Floor Sheeting – Brown terrazzo style under elevated computer floor – approximately 600 sf – "911 dispatch".
- Cementitious "Mudded" Pipe Fitting Insulation on 0" - 4" diameter pipe runs – approximately 235 fittings – Throughout Facility. (*Material assumed to be in all interior and exterior pipe chases, chase quantity not included*).
- Cementitious "Mudded" Pipe Fitting Insulation on 4" – 8" diameter pipe runs – approximately 50 fittings – Basement and 1st Floor. (*Material assumed to be in all*

- interior and exterior pipe chases, chase quantity not included).*
- "Mag Block" Pipe Insulation on 0" - 4" diameter pipe runs – approximately 300 lf – Basement mechanical rooms. *(Material assumed to be in all interior and exterior pipe chases, chase quantity not included).*
 - "Mag Block" Pipe Insulation on 4" - 8" diameter pipe runs – approximately 100 lf – Basement Bicycle storage (rm. 005).
 - "Aircell" pipe insulation on 0" – 4" diameter pipe runs – approximately 155 lf – Throughout Facility. *(Material assumed to be in all interior and exterior pipe chases, chase quantity not included).*
 - Tank Insulation – approximately 10 sf - found on condensate tank in basement EOC mechanical room – assumed to be asbestos-containing due to close proximity of homogeneous area I.
 - Vibration Joint Cloth – white – approximately 6 lf – storage area under fire department garage (rm. B9).
 - Vibration Joint Cloth – Green Canvas – approximately 16 lf – Basement Evidence Storage Room B5 – assumed.
 - Sink Insulation – Black & Gold – approximately 10 sf – 1st Floor break room and mail/print room.
 - Exterior Window Glazing – approximately 2,295 lf (45 window units & Clerestory) – throughout facility.
 - Exterior Window Caulk – approximately 1,375 lf – (45 window units) – throughout facility.
 - Exterior Door Caulk - Gray– approximately 30 lf – East entrance to Police Department.

A material is considered by the EPA and the State of Missouri to be asbestos-containing if at least one sample collected from the homogenous area shows asbestos present in an amount greater than 1%.

Based on the sample results, there were several areas in the University City Annex Building where asbestos-containing materials are present. These identified asbestos-containing materials should be removed by a Missouri licensed asbestos abatement contractor prior to any renovation activities.

Materials that contain less than 1% asbestos are not defined by the EPA or the State of Missouri as an asbestos-containing material (ACM). Analytical data indicates that the following material contained <1% Chrysotile asbestos:

- Drywall Joint Compound – White – Throughout the facility.

In accordance with Occupational Safety and Health Administration (OSHA) regulations, work activities involving the disturbance of materials that contain any asbestos, including <1%, involve certain work practice requirements and prohibitions. PSI recommended that the material be treated as asbestos-containing.

Lead-Based Paint

During PSI's survey, lead-based paint has been identified at the University City Annex Building. Building components where LBP has been identified are as follows:

City of University City
University City Annex Building
Asbestos, Lead, and Mold Consulting Services
PSI Proposal No.: 0029-174846
March 7, 2016
Page 3 of 14

Basement

- Tan/Brown metal handrails on the stairwell (B-1) in the basement.
- Orange/Red metal I-Beams within the Bike Storage/Evidence Area (Room 005/B-11) in the basement.
- Gray metal handrails on the stairwell to the Jail Cells (B-12) in the basement.
- White metal jail cell bars in the Jail Cell (B-12) in the basement.
- White metal jail cell walls in the Jail Cell (B-12) in the basement.
- White wooden windows in the Fire Department Area (B-7) within the basement.
- White wooden window frames in the Fire Department Area (B-7) within the basement.
- Blue wooden window frames in the Fire Department Area (B-6) within the basement.

It should be noted that all interior windows and window frames within the basement were observed to contain lead-based paint.

1st Floor

- White/Glazed ceramic block walls within the Fire Department Equipment Area (126) within the 1st Floor.
- White metal pipe along the east wall in the Fire Department Equipment Area (126) within the 1st Floor.
- Cream/Tan wooden window frames in the Fire Department Equipment Area (126) within the 1st Floor.

It should be noted that all interior windows and window frames within the 1st Floor were observed to contain lead-based paint.

2nd Floor

- Blue wooden handrail on the stairwell/foyer (201) within the 2nd Floor.
- Blue wooden door in the stairwell (201) leading to the exterior within the 2nd Floor.
- Brown wooden window in the Fire Department Restroom within the 2nd Floor.
- Brown wooden door frame in the Detectives Area (205/209) within the 2nd Floor.
- Brownish orange metal door in the Swearing In Room/Ms. Price's Office (216) within the 2nd Floor.
- Mauve metal radiator in the Homicide Evidence Room within the 2nd Floor.

It should be noted that all interior windows and window frames within the 2nd Floor were observed to contain lead-based paint.

3rd Floor

It should be noted that all interior windows and window frames within the 3rd Floor were observed to contain lead-based paint.

Exterior

- Yellow wooden window frames on the exterior of the University City Annex Building.
- Tan metal electrical conduits on the exterior of the University City Annex Building.
- Yellow wooden garage door frames on the exterior of the University City Annex Building.

- Yellow metal/concrete parking bollards on the exterior of the University City Annex Building.
- Cream wooden garage door frames on the exterior of the University City Annex Building.

It should be noted that all exterior windows and window frames (all floors) on the University City Annex Building were determined to contain lead-based paint.

Paint surfaces were tested for lead content using X-Ray Fluorescence (XRF). Testing was performed on representative surfaces of the survey area, which could be physically entered / accessed during the site visit. HUD, USEPA, and the Missouri DHSS specify a positive determination of lead paint when the lead content is equal to or greater than 1.0 milligrams of lead per square centimeter of painted surface (mg/cm²) when measured by X-Ray Fluorescence (XRF).

Based on the sample results, there are several areas in the University City Annex Building that contain lead-based paints. For renovation in areas containing lead-based paint, the Occupational Safety & Health Administration (OSHA) regulates workers' exposure to lead concentrations based on the permissible exposure limit of 50 µg/m³. Therefore, in order to satisfy OSHA requirements, worker protection and air monitoring may be required for work activities that disturb paints that contain lead in any amount. In accordance with the OSHA Construction Standard for Lead (29 CFR 1926.62), it is the contractors' responsibility to protect their workers when an employee may be occupationally exposed to lead.

Limited Visual Mold Evaluation

Based on visual observations of suspect visible mold, buildup of particulates around air diffusers of the HVAC system, water staining of building materials, and water damage throughout the facility, PSI recommended that additional indoor air quality (IAQ) and/or mold sampling evaluations be performed (including the collection of fungal airborne samples) at the University City Annex Building located at 6801 Delmar Boulevard in

PSI understands that initial fungal evaluation, limited asbestos-sampling, 3rd party air monitoring, project management/oversight, bidding assistance, and post fungal remediation verification evaluation services have been requested by the City of University City to better determine the Scope of Work and to address the asbestos, lead-based paint, and mold contamination within the building.

TASK 1 - TECHNICAL SCOPE OF WORK – Initial Fungal Evaluation

The purpose of this proposed initial fungal evaluation is to evaluate conditions within the facility as it relates to the recognition, evaluation, and control of mold and/or other indoor air quality concerns. This assessment will provide data regarding potential fungal amplification and building moisture conditions.

PSI will provide an Industrial Hygienist (IH), working under the direction of a PSI Principal Consultant to perform a non-intrusive walk-through evaluation of accessible areas within the subject site. The evaluation will include visual observation of building material conditions, facility systems and property grounds. Where conditions warrant, materials may be moved to aid in visual observation. The evaluation will include the following activities:

City of University City
 University City Annex Building
 Asbestos, Lead, and Mold Consulting Services
 PSI Proposal No.: 0029-174846
 March 7, 2016
 Page 5 of 14

Walk Through/Visual Evaluation

PSI will perform a visual evaluation focusing on identification of fungi (mold) and water damaged building materials.

Interviews

Interviews will be conducted under authorization by the client. Interviews will consist of a brief discussion limited to issues relating to the general environmental conditions and indoor atmosphere of the subject site. Information gathered through interviews will be summarized within the report and presented anonymously with no reference to any individual.

Moisture Observations and Measurements

During the general evaluation, PSI will attempt to visually identify stained building materials such as ceiling tiles, gypsum wallboard, carpeting, loose floor tiles, or other water damage evidence. Additionally, drains will be observed for evidence of blockage. A resistance moisture meter will be used to determine the moisture content of building materials observed within the subject property as being potentially damaged by water. Such materials may include gypsum wallboard, plaster and wood. Collected data may be used to determine its present condition and the extent of saturation of the building material.

Photographic Documentation

Photographic images will be collected to document visual observations of the subject site at the time of the evaluation. Photographs for site evaluations typically include images of observations such as damaged building materials, potential points of microbial growth, sources of moisture or water intrusion, suspect conditions of building systems, etc.

Temperature, Relative Humidity, and Carbon Dioxide

Temperature, relative humidity and carbon dioxide levels will be obtained within representative areas of the facility.

PSI proposes to collect representative total airborne fungi (mold) samples utilizing spore trap type air sampling cassettes. It is proposed that airborne samples will be collected throughout the facility. In addition, a sample will be collected outside of the facility for comparison purposes.

Airborne Fungi (mold)

Air sampling for total (viable and non-viable) fungi (mold) will be performed using Air-O-Cell™ spore trap cassettes. The air will be sampled at approximately 15 liters per minute using an ambient air sample pump. Sampling will be performed for approximately 5 minutes to obtain an approximate 75-liter sample. An estimated eighteen (18) interior fungal air samples (3 on the 3rd floor, 5 on the 2nd floor, 5 on the 1st floor, and 5 within the basement) will be collected and one (1) outdoor sample will also be collected for comparison purposes for a total of 19 fungal air samples. These results will help to determine what needs to be done with building materials, furniture, and items remaining within the facility.

The samples will be transported under chain of custody to an AIHA approved laboratory for analyses. Mold spores will be identified by microscopic observation. The most prevalent

types of mold in each sample will be identified and quantified. The laboratory to be utilized is accredited by the American Industrial Hygiene Association (AIHA), Environmental Microbiology Laboratory Accreditation (EMLAP). The samples will be analyzed via direct microscopic examination by an AIHA accredited microbiological laboratory. The samples will estimate the total concentration of airborne microorganisms including mold/yeast spores. In addition to the determination of the total concentration of microorganisms, the most predominant types of mold spores will be identified. Spore trap air sampling cassettes are designed for the rapid collection and analysis of a wide range of airborne aerosols including viable and non-viable spores. However, they do not differentiate between viable and non-viable spores, and may not be able to identify individual species within a genus.

It is important to note that in evaluating airborne mold data that mold is ubiquitous in the environment and fungal bioaerosols (i.e. airborne mold) will be present in all interior settings. It is also important to note that there are a variety of factors that impact indoor airborne mold levels. Factors such as the use of exhaust fans and opening of windows potentially affect the level of airborne mold. Additionally, the presence of visible mold amplification indoors will likely augment or contribute to interior airborne mold levels.

The diversity in mold types (taxa) identified at the selected indoor and outdoor sample locations is also reviewed by PSI to identify airborne mold types, which are known to be toxigenic (i.e. *Stachybotrys sp.*). The presence of such fungi is viewed by PSI as a possible indicator of an interior amplified mold source.

There are no regulatory standards related to exposure to airborne or surface mold. In evaluating airborne mold data, PSI reviews the total airborne mold spore concentrations, measured from indoor sample locations, to determine if they were "significantly elevated" when compared to total airborne spores concentrations measured from outdoor locations.

The sampling methods utilized by PSI in performing its services may result in the disturbance or dispersal of mold spores. The client acknowledges that mold is ubiquitous to the environment with mold amplification occurring when building materials are impacted by moisture. The Client further acknowledges that site conditions are outside of PSI's control, and that mold amplification will likely occur, or continue to occur, in the presence of moisture. As such, PSI cannot and shall not be held responsible for the occurrence or reoccurrence of mold amplification.

Initial Fungal Evaluation Report

Following completion of the field activities, PSI will provide a report summarizing the site observations, moisture measurements, sampling results and recommendations to correct or further evaluate the observed moisture and/or mold conditions. The report will also document observations and visual characterizations of conditions at the site. The report will be reviewed by a PSI Principal Consultant.

TASK 2- TECHNICAL SCOPE OF WORK – Limited Asbestos Sampling

The purpose of this scope of work is to re-sample the drywall joint compound throughout the facility in order to determine if it contains asbestos. Because the original inspection determined that the drywall wall joint compound contained <1% Asbestos, we want to resample this material and perform Point Count Analysis on these additional samples to be collected per floor. This will help to determine if this drywall joint compound must be

City of University City
University City Annex Building
Asbestos, Lead, and Mold Consulting Services
PSI Proposal No.: 0029-174846
March 7, 2016
Page 7 of 14

removed under asbestos conditions or if it can remain in the building and not have to be removed as part of the planned remediation. If any amount of asbestos is found in this material, it is recommended that the material be abated along with the other asbestos materials.

TASK 3 – TECHNICAL SCOPE OF WORK - Project Design and Bid Assistance Services, Project Management and 3rd Party Air Monitoring

Project Design and Bid Assistance Services

PSI will develop a specification for the planned abatement. This specification will describe the materials to be removed, methods to be used to protect the adjacent buildings and outside environment, regulatory guidance, final clearance criteria and other technical information to provide the framework for the timely and successful completion of the project. **Because asbestos, lead-based paint and fungal remediation will be needed on each floor, the specification will incorporate all three remediation activities together. This will assist in saving monies on this project since only one containment will need to be constructed per floor for all three activities versus a containment for each remediation activity.** This work plan will incorporate any City of University City's Bid Documents and General Conditions and other required front end documents. The asbestos portion of the work plan will be prepared in accordance with and by an AHERA and State of Missouri accredited Project Designer.

PSI will invite pre-qualified bidders to a mandatory pre-bid conference and will chair the pre-bid conference and walkthrough. PSI will be available to describe the Scope of Work and answer any questions that may arise. PSI will also compile and distribute any required addenda.

PSI will attend the bid opening and review the asbestos abatement proposals and will make recommendations on the most economical and qualified proposal. After the project is awarded, PSI will request, review and comment on the required submittals from the successful bidder.

Project Management and Third Party Air Monitoring

Abatement Phase - PSI shall be a representative of the Client during the Abatement Phase, and shall advise and consult with the Client. Instructions to the Abatement Contractor shall be forwarded through PSI's Project Manager or Project Coordinator.

PSI shall be the authority to act on behalf of the Client only to the extent provided in this Agreement unless provided otherwise by written agreement between PSI and the Client.

A full-time, qualified Air Sampling Technician or Air Sampling Professional will be dedicated to the project to document that the provisions of the Work are carried out in accordance with applicable rules, regulations, and project documents. At the conclusion of the Work, the PSI representative and the Contractor's supervisor will carefully inspect each Work area for residual contamination prior to the collection of appropriate clearance samples for each phase/area. Abatement inspection services include the following:

Abatement Monitoring & Air Monitoring Services – PSI will provide an air sampling technician and/or professional to monitor the performance of the abatement work by the selected Contractor. A PSI Project Manager and Air Sampling Professional may visit the project at intervals appropriate to the stage of work specified in the Contract (the "Work") to become familiar with the progress and quality of the Work completed and to determine if the Work is proceeding in accordance with the Contract Documents (as defined in the Contract). On the basis of such on-site observations and those of PSI's Air Sampling Technician(s)/Air Sampling Professional(s), PSI shall use its best efforts to keep the Client informed of the progress and quality of the Work, shall immediately inform the Client upon discovery of defects and deficiencies in the Work of the Contractor that warrant a Stop Work Order for the project, and shall use its best efforts to inform the Client of violations of the specifications.

PSI shall monitor the Contractor's performance of abatement at the project, which shall include Contractor's preparation of asbestos-containing materials for removal. PSI's on-site Air Sampling Technician shall prepare a daily field report detailing the day's activities.

PSI will conduct visual inspections following abatement activities, using the ASTM Standard Practice for Visual Inspection of Asbestos Abatement Projects (E1368-11), to verify the completeness of abatement work.

Air monitoring will be conducted under the direction of a State of Missouri accredited Air Sampling Professional. PSI will provide the following air monitoring during the course of the project:

Area Sampling - Area samples will be collected during the asbestos removal activities at various locations to assist in evaluating the Abatement Contractors' engineering controls and work practices and to detect potential exposure outside the containment or controlled areas. Area monitoring will conform to applicable local, Federal and State regulations.

Clearance Sampling - Clearance monitoring will only be performed after the area has been inspected in accordance with ASTM Standard Practice for Visual Inspection of Asbestos Abatement Projects (E1368-11). Clearance monitoring will conform to applicable local, Federal and State regulations.

Laboratory Analysis – PCM clearance air samples will be analyzed by an American Industrial Hygiene Association, Asbestos Analyst Registry (AIHA-AAR) approved analyst. Samples will be analyzed on-site or at PSI's St. Louis laboratory. The PCM samples will be analyzed in accordance with the NIOSH 7400 Method.

Lead (PB) Air Monitoring – The Lead sampling and analysis will be conducted in accordance with the National Institute for Occupational Safety and Health (NIOSH) Method 7082. The samples will be collected using battery-powered, calibrated sampling pumps to draw a known volume of air through 0.8 μm mixed cellulose ester filter (MCEF) sampling media. Per NIOSH requirements, a field blank quality control sample(s) may also be included. The samples will be submitted to an Environmental Lead Laboratory Accreditation Program (ELLAP) accredited laboratory for analysis. Standard analytical turnaround time is 2-3 working days.

Close-Out Documentation

At the completion of the abatement, PSI will prepare an Abatement Report (Close-Out Documentation), which will provide documentation of abatement activities and air monitoring results. This report will contain the daily logs of the observed abatement, report of air monitoring samples collected during the construction phase of the project, and supporting documentation; in addition to any Contractor-supplied supporting documentation, including but not limited to worker certifications.

TASK 4 - TECHNICAL SCOPE OF WORK – Post Fungal Remediation Verification Evaluation

After asbestos abatement and mold remediation has been completed, PSI will perform a visual evaluation of the work areas to document that the signs of suspect mold growth and moisture damage have been remediated. PSI will collect up to forty (40) fungal air samples throughout the facility to document the effectiveness of the cleanup procedures utilized. It should be noted that this estimate also includes comparison fungal air samples collected on the exterior of the facility.

Following completion of the post fungal verification field activities, PSI will generate a report of findings that will include scope of work performed, visual observations and laboratory reports to document the effectiveness and completeness of the fungal remediation throughout the work areas.

FEES

PSI proposes the following fees for the services described in this proposal. Any services required outside of those described above will be billed at a unit rate as shown on the current PSI Schedule of Fees, which is available upon request. PSI proposes to perform these services for the following fees:

Task 1 – Initial Fungal Evaluation

(Based on collection and analysis of 19 fungal air samples*) \$ 6,815.00

Task 2 – Limited Asbestos Sampling

(Based on 12 Pt. Count bulk asbestos samples) \$ 1,500.00

Task 3 – Project Design & Bid Assistance, Project Management & 3rd Party Air Monitoring

DCI
Project Design and Bid Assistance
Lump Sum - \$ 2,500.00

Project Management and Third Party Monitoring
(Based on an estimated 80 shifts @ \$425/8-hour shift**) \$34,000.00

Lead Air/Wipe Sample Analysis
(Based on 4 samples per window @ 49 windows @ \$25/sample) \$ 4,900.00

ark
City of University City
University City Annex Building
Asbestos, Lead, and Mold Consulting Services
PSI Proposal No.: 0029-174846
March 7, 2016
Page 10 of 14

Closeout Documentation

Lump Sum - \$ 2,000.00
\$43,400.00

Task 4 – Post Fungal Remediation Verification Evaluation
(Based on 40 fungal air samples***) \$ 6,800.00

TOTAL ESTIMATED CONSULTING COSTS = \$58,515.00

**Additional fungal sample analysis can be performed for \$100 per spore trap air sample and \$90 per surface mold sample and pricing is based on standard lab analysis time.*

***Shift rate includes labor, local transportation to/from site, supplies and collection and analysis of up to 10 Phase Contrast Microscopy (PCM) air samples per shift. Because PSI's services are portal-to-portal, any hours expended on this project over 8 per day, will be pro-rated. For example, 8.8 hours expended on the project for the day will be charged at 1.1 shifts. PCM analysis over 10 per shift can be performed for \$10 per sample.*

****This price does not include additional site visits due to the containments not passing the post remediation fungal verification criteria.*

If there are delays beyond the control of PSI, additional services are subject to additional costs at the rates listed on the current PSI Schedule of Fees. In addition, work on weekends and holidays will be subject to additional costs at the rates listed on the current PSI Schedule of Fees. This fee proposal is valid for thirty (30) days from the date of this proposal.

The services proposed herein are conventional in nature and do not include any special services that may lessen the risk of conditions that can contribute to moisture, mold or other microbial contaminate amplification in buildings. You may be aware that mold is abundant throughout nature and is comprised of a wide variety of microscopic fungi. Due to its nature, the potential for mold growth cannot be completely eliminated. However, PSI offers a wide array of professional Moisture, Waterproofing, Roofing and Indoor Air Quality/Mold Consulting services that can help minimize the likelihood of future occurrences. PSI is interested in discussing these service options with you to suit your specific needs and project objectives. If requested, PSI will submit a proposal for these additional services under a separate cover for your review and authorization.

AUTHORIZATION

To execute this proposal, please sign and complete the proposal authorization and instructions for payment form (attached), and return one copy of this proposal to our office. We will proceed with the work upon receipt of proposal authorization or notice to proceed. PSI will perform the work in accordance with the attached General Conditions, which are incorporated into and made a part of this proposal.

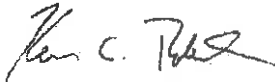
The sampling methods utilized by PSI in performing its services may result in the disturbance or dispersal of mold spores. The client acknowledges that mold is ubiquitous to the environment with mold amplification occurring when building materials are impacted by

City of University City
University City Annex Building
Asbestos, Lead, and Mold Consulting Services
PSI Proposal No.: 0029-174846
March 7, 2016
Page 11 of 14

moisture. Client further acknowledges that site conditions are outside of PSI's control, and that mold amplification will likely occur, or continue to occur, in the presence of moisture. As such, PSI cannot and shall not be held responsible for the occurrence or reoccurrence of mold amplification.

We look forward to working with you on this and future projects. Please do not hesitate to contact us at (314) 432-8073 to answer any questions you may have or should you need any further information.

Respectfully submitted,
PROFESSIONAL SERVICE INDUSTRIES, INC.



Kevin C. Roberts
Project Manager



Greg Chambliss, RPIH, LEED AP
Principal Consultant

Attachments: Proposal Authorization and Payment Instructions
General Conditions

PSI can provide a complete range of services in addition to those listed above. Should this project or future projects require any of the following services, PSI would be pleased to discuss this further with you.

- Environmental Site Assessments
- Property Condition Assessments
- Remediation Plans & Specifications
- Materials Testing & Engineering
- Geotechnical/Foundation Engineering
- Asbestos/Lead Consulting
- Facility/Envelope Engineering
- Roof Inspections & Consulting
- Indoor Air Quality (IAQ) Consulting
- Pavement Consulting

Proposal Authorization and Payment Instructions:

Authorization

To execute this proposal, please sign and complete the authorization information below along with applicable payment instructions, and return one copy of the authorized proposal to our office.

Andrea Rogunh _____
 Authorized By (please print) Signature

Director of Community Dev. _____
 Title Firm City of Univ City

6801 Dellmar _____
 Address

University City MO _____
 City State Zip Code Telephone 63130 (314) 505-8516

3/9/16 _____
 Date Purchase Order No. / Project Tracking No. (if applicable)

Payment Instructions

If invoice payment is to be made by a party other than the authorizing party above, please provide the following information for whom the invoices are to be billed:

Firm _____ Attention _____
 Address _____ Title _____
 City _____ State _____ Zip Code _____ Telephone _____

Authorizing Party's Relationship to Invoice Payment Party

If invoices are to be approved other than by the payment party above, please provide the following information for whom the invoices are to be mailed for approval:

Firm _____ Attention _____
 Address _____ Title _____
 City _____ State _____ Zip Code _____ Telephone _____

Authorizing Party's Relationship to Invoice Approval Party

GENERAL CONDITIONS

1. **PARTIES AND SCOPE OF WORK:** Professional Service Industries Inc. ("PSI") shall include said company or its particular division, subsidiary or affiliate performing the work. "Work" means the specific service to be performed by PSI as set forth in PSI's proposal. Client's acceptance thereof and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by PSI. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of PSI's work. PSI shall have no duty or obligation to any third party greater than that set forth in PSI's proposal. Client's acceptance thereof and these General Conditions. The ordering of work from PSI, or the reliance on any of PSI's work, shall constitute acceptance of the terms of PSI's proposal and these General Conditions, regardless of the terms of any subsequently issued document.
2. **TESTS AND INSPECTIONS:** Client shall cause all tests and inspections of the site, materials and work performed by PSI or others to be timely and properly performed in accordance with the plans, specifications and contract documents and PSI's recommendations. No claims for loss, damage or injury shall be brought against PSI by Client or any third party unless all tests and inspections have been so performed and unless PSI's recommendations have been followed. Client agrees to indemnify, defend and hold PSI, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or PSI's recommendations are not so followed.
3. **PREVAILING WAGES:** This proposal specifically excludes compliance with any project labor agreement, labor agreement, or other union or apprenticeship requirements. In addition, unless explicitly agreed to in the body of this proposal, this proposal specifically excludes compliance with any state or federal prevailing wage law or associated requirements, including the Davis Bacon Act. Due to the professional nature of its services PSI is generally exempt from the Davis Bacon Act and other prevailing wage schemes. It is agreed that no applicable prevailing wage classification or wage rate has been provided to PSI, and that all wages and cost estimates contained herein are based solely upon standard, non-prevailing wage rates. Should it later be determined by the Owner or any applicable agency that in fact prevailing wage applies, then it is agreed that the contract value of this agreement shall be equitably adjusted to account for such changed circumstance. These exclusions shall survive the completion of the project and shall be merged into any subsequently executed document between the parties, regardless of the terms of such agreement. Client will reimburse, defend, indemnify and hold harmless PSI from and against any liability resulting from a subsequent determination that prevailing wage regulations cover the Project, including all costs, fines and attorney's fees.
4. **SCHEDULING OF WORK:** The services set forth in PSI's proposal and Client's acceptance will be accomplished by PSI personnel at the prices quoted. If PSI is required to delay commencement of the work or if, upon embarking upon its work, PSI is required to stop or interrupt the progress of its work as a result of changes in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of PSI, additional charges will be applicable and payable by Client.
5. **ACCESS TO SITE:** Client will arrange and provide such access to the site and work as is necessary for PSI to perform the work. PSI shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment.
6. **CLIENT'S DUTY TO NOTIFY ENGINEER:** Client warrants that it has advised PSI of any known or suspected hazardous materials, utility lines and pollutants at any site at which PSI is to do work, and unless PSI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save PSI harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to PSI's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to PSI by Client.
7. **RESPONSIBILITY:** PSI's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. PSI shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. PSI's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Client agrees that it shall require submittal to be waived against PSI and for PSI to be added as an Additional Insured on all policies of insurance, including any policies required of Client's contractors or subcontractors, covering any construction or development activities to be performed on the project site. PSI has no right or duty to stop the contractor's work.
8. **SAMPLE DISPOSAL:** Test specimens will be disposed immediately upon completion of the test. All drilling samples will be disposed sixty (60) days after submission of PSI's report.
9. **PAYMENT:** The quantities and fees provided in this proposal are PSI's estimate based on information provided by Client and PSI's experience on similar projects. The actual total amount due to PSI shall be based on the actual final quantities provided by PSI at the unit rates provided herein. Where Client directs or requests additional work beyond the contract price it will be deemed a change order and PSI will be paid according to the fee schedule. Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay PSI's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees. PSI shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein PSI waives any right to a mechanics lien, or any provision conditioning PSI's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that PSI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of PSI from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time.
10. **ALLOCATION OF RISK: CLIENT AGREES THAT PSI'S SERVICES WILL NOT SUBJECT PSI'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST PSI. STATEMENTS MADE IN PSI REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OR FACTS. SHOULD PSI OR ANY OF ITS EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENCE IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESS OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON PSI'S WORK AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF PSI, ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$25,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO PSI FOR ITS WORK PERFORMED ON THE PROJECT, WHICHEVER AMOUNT IS GREATER. IN THE EVENT CLIENT IS UNWILLING OR UNABLE TO LIMIT PSI'S LIABILITY IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN THIS PARAGRAPH, CLIENT MAY, UPON WRITTEN REQUEST OF CLIENT RECEIVED WITHIN FIVE DAYS OF CLIENT'S ACCEPTANCE HEREOF, INCREASE THE LIMIT OF PSI'S LIABILITY TO \$250,000.00 OR THE AMOUNT OF PSI'S FEE PAID TO PSI FOR ITS WORK ON THE PROJECT, WHICHEVER IS THE GREATER, BY AGREEING TO PAY PSI A SUM EQUIVALENT TO AN ADDITIONAL AMOUNT OF 5% OF THE TOTAL FEE TO BE CHARGED FOR PSI'S SERVICES. THIS CHARGE IS NOT TO BE CONSTRUED AS BEING A CHARGE FOR INSURANCE OF ANY TYPE, BUT IS INCREASED CONSIDERATION FOR THE GREATER LIABILITY INVOLVED. IN ANY EVENT, ATTORNEY'S FEES EXPENDED BY PSI IN CONNECTION WITH ANY CLAIM SHALL REDUCE THE AMOUNT AVAILABLE, AND ONLY ONE SUCH AMOUNT WILL APPLY TO ANY PROJECT. NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT, OR OTHERWISE, MAY BE BROUGHT AGAINST PSI ARISING FROM OR RELATED TO PSI'S WORK, MORE THAN TWO YEARS AFTER THE CESSATION OF PSI'S WORK HEREUNDER, REGARDLESS OF THE DATE OF DISCOVERY OF SUCH CLAIM.**
11. **INDEMNITY:** Subject to the above limitations, PSI agrees not to defend but to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs to the extent arising out of PSI's negligence as finally determined by a court of law. Client shall provide the same protection to the extent of its negligence. In the event that Client or Client's principal shall bring any suit, cause of action, claim or counterclaim against PSI, the Client and the party initiating such action shall pay to PSI the costs and expenses incurred by PSI to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that PSI shall prevail in such suit.
12. **TERMINATION:** This Agreement may be terminated by either party upon seven days' prior written notice. In the event of termination, PSI shall be compensated by Client for all services performed up to and including the termination date, including non-billable expenses.
13. **EMPLOYEES/WITNESS FEES:** PSI's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay PSI's legal expenses, administrative costs and fees pursuant to PSI's then current fee schedule for PSI to respond to any subpoena. For a period of one year after the completion of any work performed under this agreement, Client agrees not to solicit, recruit, or hire any PSI employee or person who has been employed by PSI within the previous twelve months. In the event Client desires to hire such an individual, Client agrees that it shall seek the written consent of PSI, and shall pay PSI an amount equal to one-half of the employee's annualized salary, without PSI waiving other remedies it may have.
14. **FIDUCIARY:** PSI is not a financial advisor, does not provide financial advice or analysis of any kind, and nothing in our reports can create a fiduciary relationship between PSI and any other party.
15. **CHOICE OF LAW AND EXCLUSIVE VENUE:** All claims or disputes arising or relating to this agreement shall be governed by, construed, and enforced in accordance with the laws of Illinois. The exclusive venue for all actions or proceedings arising in connection with this agreement shall be either the Circuit Court in DuPage County, Illinois, or the Federal Court for the Northern District of Illinois.
16. **PROVISIONS SEVERABLE:** The parties have entered into this agreement in good faith, and it is the specific intent of the parties that the terms of these General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.
17. **ENTIRE AGREEMENT:** This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

Job Error Report



Printer

FS-2100DN

Firmware Version 2LV_3F00.014.012 2014.08.26

03/07/2016 16:04
[2LV_1000.011.002] [2LV_1100.001.007] [2LV_7000.001.016]

- Symptom: Only one copy was printed while more than one copy was required.
- Cause: RAM disk is full or not enabled, or, SSD or SD Card is full, not enabled, or not installed properly.
- Remedy: Enable or increase RAM disk. Or, install SSD or SD card properly and disable RAM disk, or increase SSD or SD card capacity.



Charles Adams

From: Tina Charumilind
Sent: Thursday, January 26, 2017 6:24 PM
To: Charles Adams; Andrea Riganti
Subject: RE: Request for documents on Mold removal in Annex
Attachments: Proposal.pdf; Invoices.pdf

Chief,

Below is a comparison of fees for mold removal in the Annex proposed by Professional Services Industries, Inc. (page 10 and 11) and the actual payments made by the City. As state in Andrea's e-mail below, since the Police dept. moved, the interior work didn't occur. I have attached a copy of proposal and all invoices the City paid.

Please let me know if additional information may be needed.

Tina

FEES

PSI proposes the following fees for the services described in this proposal. Any services required outside of those described above will be billed at a unit rate as shown on the current PSI Schedule of Fees, which is available upon request. PSI proposes to perform these services for the following fees:

	<u>Estimated</u> <u>Cost</u>		<u>Actual Cost</u>	
<u>Task 1 - Initial Fungal Evaluation</u>				
(Based on collection and analysis of 19 fungal air samples*	\$ 6,815.00	Invoice 00429219	\$ 6,815.00	Paid
<u>Task 2 - Limited Asbestos Sampling</u>				
(Based on 12 Pt. Count bulk asbestos samples)	\$ 1,500.00	Invoice 00429258	1,500.00	Paid
<u>Task 3 - Project Design & Bid Assistance, Project Management & 3rd Party Air Monitoring</u>				
<u>Project Design and Bid Assistance</u>				
Lump Sum -	\$ 2,500.00			
<u>Project Management and Third Party Monitoring</u>				
(Based on an estimated 80 shifts @ \$425/8-hour shift**	34,000.00	Invoice 00452421	\$ 5,575.00	Paid
<u>Lead Air/Wipe Sample Analysis</u>				
(Based on 4 samples per window @ 49 windows		Invoice 00456902	5,300.00	Paid
@ \$25/sample)	4,900.00	Invoice 00462194	600.00	Paid
		Invoice 00458432	525.00	Paid
<u>Closeout Documentation</u>				
Lump Sum -	2,000.00			
	<u>\$ 43,400.00</u>			
<u>Task 4 - Post Fungal Remediation Verification Evaluation</u>				
Based on 4 samples per window @ 49 windows	\$ 6,800.00			
TOTAL ESTIMATED CONSULTING COSTS =	<u>\$ 58,515.00</u>	TOTAL PAID	<u>\$ 20,315.00</u>	

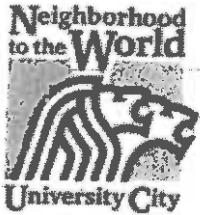
From: Andrea Riganti
Sent: Thursday, January 26, 2017 4:50 PM

To: Tina Charumilind
Subject: Question regarding proposal

Tina –

The scope of work for Task 3 changed when the Police Department moved from the building. It included 3rd party monitoring for the Annex window replacement project, but no internal design/bid assistance/monitoring because no internal remediation work is planned. Therefore the entire project amount was reduced.

There is only \$500 left to be invoiced as per the e-mail below.



Andrea Riganti, AICP

Director of Community Development

City of University City, 6801 Delmar Boulevard, University City, MO 63130

P: 314.505.8516 | www.ucitymo.org

From: Paulette Carr [<mailto:paulettexcarr@gmail.com>]

Sent: Wednesday, January 25, 2017 1:31 PM

To: Charles Adams

Cc: Andrea Riganti

Subject: Request for documents on Mold removal in Annex

Charles,

May I please have the following documents regarding the previous proposal for mold removal in the Annex?

1. Specifications for mold removal in the Annex
2. Cost estimates for mold removal in the Annex

Thank you,
Paulette



Paulette Carr
Councilmember, Ward 2
City of University City

7901 Gannon Ave.
University City, MO 63130
PH.: (314) 727-0919
email: paulettexcarr@gmail.com



March 7, 2016

City of University City
Department of Community Development
6801 Delmar Boulevard
University City, Missouri 63130

Attention: Mr. John Gilbert
Email: jjgilbert@ucitymo.org

Re: Proposal for Initial Fungal Evaluation, Limited Asbestos Sampling, Asbestos Project Design and Bid Assistance, Project Management and Third Party Air Monitoring, and Post Fungal Remediation Verification Evaluation
City of University City
University City Annex Building
University City, Missouri 63130
PSI Proposal No. 0029-174846

Dear Mr. Gilbert:

Thank you for giving us the opportunity to propose our services to you. Professional Service Industries, Inc. (PSI) is submitting this proposal for performance of an Initial Fungal Evaluation, Limited Asbestos Sampling, Asbestos Project Design, Bid Assistance and Project Management, 3rd Party Air Monitoring, and Post Fungal Remediation Verification Evaluation at the above referenced property. Presented below is a review of furnished project information, along with our proposed scope of services, schedule and fee information.

PROJECT UNDERSTANDING & PURPOSE

In December of 2013, Professional Service Industries, Inc. (PSI) was retained by the City of University City to perform an environmental hazards survey of the University City Annex Building. The Police Department, city jail, and 911 dispatch are located in the Annex Building. The Fire Department previously was based at the Annex Building, but has relocated. Areas inspected included the basement through the third floor and a portion of the tunnel leading from the annex building to City Hall. In accordance with state and federal law, PSI's certified Missouri Asbestos Building Inspectors and Missouri Lead Inspectors performed the survey and sampling. In addition to identifying asbestos-containing materials (ACM) and surfaces with paints and/or coatings that contain lead-based paint (LBP), PSI also performed a radon screening, a limited mold evaluation and continuous monitoring of sewer gas parameters. The purpose of the survey was to determine the presence of hazardous materials and to evaluate if these materials will need to be removed prior to building renovations.

Asbestos

During PSI's survey, asbestos-containing materials were found in this facility. The suspect materials sampled and found to contain asbestos are as follows:

- Ceiling Tile – 2' X 4' Lay-In with Pin-dot pattern – approximately 4,000 sf – basement, Fire Dept. Offices, Main Hallway, Detective Bureau (rms. 205, 206, 207), and "D.A.R.E." office (rm. 301).
- Ceiling Tile – 2' X 4' Lay-In, Off white with crowsfoot pattern – approximately 80 sf – west end of hall by violations bureau.
- Floor Tile – 12" Brown with white streaks with black mastic - approximately 450 sf – basement elevator lobby, phone & computer rooms.
- Floor Tile – 12" White with Multi-Colored Flakes with Yellow Mastic over 12" Brown with yellow mastic – Approximately 885 sf - Break room, "EOC" and west entrance hallways.
- Floor Tile – 9" Gray with black mastic under carpet – approximately 875 sf – Violations Bureau and associated storeroom (rms. 103 & 128).
- Floor Tile – 12" Tan with white & gray flakes with black mastic – approximately 380 sf – "Booking" hallway.
- Floor Tile – 12" Orange with yellow mastic over white tile with yellow mastic over gray tile with black mastic – approximately 160 sf – watch commander office (rm. 102).
- Floor Tile – 12" Gray mottled with black mastic – approximately 460 sf – report room and former suspect viewing room (rms. 114 & 116).
- Floor Tile – 12" Cream with yellow mastic over 9" green mottled with black mastic (under carpet) – approximately 430 sf – 2nd floor stairway lobby.
- Floor Tile – 12" Orange with yellow mastic over 12" cream with yellow mastic over 9" green mottled with black mastic – approximately 4,060 sf – 2nd floor fire department residence (rm. 222) and southeast stairwell landings.
- Floor Tile – 9" Green mottled with black mastic – approximately 2,315 sf – Detective Bureau, evidence storage, closets, and cell corridor (rms. 202, 205, 206, 207, 208, 217, & 218) and homicide evidence room. Approximately 2,050 sf under carpet.
- Floor Tile – 12" Light tan with white flakes with yellow mastic over wood over 9" green mottled with black mastic - approximately 545 sf – "Swearing In" room and hallway.
- Mastic – Black under carpet and various flooring – approximately 900 sf – Rooms 101, 110, 111, & 117.
- Floor Tile – 9" Dark red with black mastic - approximately 500 sf – Ms. Price office and storeroom (rms. 215 & 216).
- Floor Tile – 9" Brown with black mastic & black vapor barrier - approximately 910 sf – 3rd floor elevator lobby, offices to west of lobby, and "DARE" storage closet (rms. 301, 302, & 303).
- Floor Tile – 12" White mottled with yellow mastic over wood over white tile with gold mastic over wood over 9" brown with black mastic and black vapor barrier - approximately 65 sf – 3rd floor restroom
- Floor Sheeting – Brown terrazzo style under elevated computer floor – approximately 600 sf – "911 dispatch".
- Cementitious "Mudded" Pipe Fitting Insulation on 0" - 4" diameter pipe runs – approximately 235 fittings – Throughout Facility. *(Material assumed to be in all interior and exterior pipe chases, chase quantity not included).*
- Cementitious "Mudded" Pipe Fitting Insulation on 4" – 8" diameter pipe runs – approximately 50 fittings – Basement and 1st Floor. *(Material assumed to be in all*

- interior and exterior pipe chases, chase quantity not included).*
- "Mag Block" Pipe Insulation on 0" - 4" diameter pipe runs – approximately 300 lf – Basement mechanical rooms. *(Material assumed to be in all interior and exterior pipe chases, chase quantity not included).*
 - "Mag Block" Pipe Insulation on 4" - 8" diameter pipe runs – approximately 100 lf – Basement Bicycle storage (rm. 005).
 - "Aircell" pipe insulation on 0" – 4" diameter pipe runs – approximately 155 lf – Throughout Facility. *(Material assumed to be in all interior and exterior pipe chases, chase quantity not included).*
 - Tank Insulation – approximately 10 sf - found on condensate tank in basement EOC mechanical room – assumed to be asbestos-containing due to close proximity of homogeneous area I.
 - Vibration Joint Cloth – white – approximately 6 lf – storage area under fire department garage (rm. B9).
 - Vibration Joint Cloth – Green Canvas – approximately 16 lf – Basement Evidence Storage Room B5 – assumed.
 - Sink Insulation – Black & Gold – approximately 10 sf – 1st Floor break room and mail/print room.
 - Exterior Window Glazing – approximately 2,295 lf (45 window units & Clerestory) – throughout facility.
 - Exterior Window Caulk – approximately 1,375 lf – (45 window units) – throughout facility.
 - Exterior Door Caulk - Gray– approximately 30 lf – East entrance to Police Department.

A material is considered by the EPA and the State of Missouri to be asbestos-containing if at least one sample collected from the homogenous area shows asbestos present in an amount greater than 1%.

Based on the sample results, there were several areas in the University City Annex Building where asbestos-containing materials are present. These identified asbestos-containing materials should be removed by a Missouri licensed asbestos abatement contractor prior to any renovation activities.

Materials that contain less than 1% asbestos are not defined by the EPA or the State of Missouri as an asbestos-containing material (ACM). Analytical data indicates that the following material contained <1% Chrysotile asbestos:

- Drywall Joint Compound – White – Throughout the facility.

In accordance with Occupational Safety and Health Administration (OSHA) regulations, work activities involving the disturbance of materials that contain any asbestos, including <1%, involve certain work practice requirements and prohibitions. PSI recommended that the material be treated as asbestos-containing.

Lead-Based Paint

During PSI's survey, lead-based paint has been identified at the University City Annex Building. Building components where LBP has been identified are as follows:

Basement

- Tan/Brown metal handrails on the stairwell (B-1) in the basement.
- Orange/Red metal I-Beams within the Bike Storage/Evidence Area (Room 005/B-11) in the basement.
- Gray metal handrails on the stairwell to the Jail Cells (B-12) in the basement.
- White metal jail cell bars in the Jail Cell (B-12) in the basement.
- White metal jail cell walls in the Jail Cell (B-12) in the basement.
- White wooden windows in the Fire Department Area (B-7) within the basement.
- White wooden window frames in the Fire Department Area (B-7) within the basement.
- Blue wooden window frames in the Fire Department Area (B-6) within the basement.

It should be noted that all interior windows and window frames within the basement were observed to contain lead-based paint.

1st Floor

- White/Glazed ceramic block walls within the Fire Department Equipment Area (126) within the 1st Floor.
- White metal pipe along the east wall in the Fire Department Equipment Area (126) within the 1st Floor.
- Cream/Tan wooden window frames in the Fire Department Equipment Area (126) within the 1st Floor.

It should be noted that all interior windows and window frames within the 1st Floor were observed to contain lead-based paint.

2nd Floor

- Blue wooden handrail on the stairwell/foyer (201) within the 2nd Floor.
- Blue wooden door in the stairwell (201) leading to the exterior within the 2nd Floor.
- Brown wooden window in the Fire Department Restroom within the 2nd Floor.
- Brown wooden door frame in the Detectives Area (205/209) within the 2nd Floor.
- Brownish orange metal door in the Swearing In Room/Ms. Price's Office (216) within the 2nd Floor.
- Mauve metal radiator in the Homicide Evidence Room within the 2nd Floor.

It should be noted that all interior windows and window frames within the 2nd Floor were observed to contain lead-based paint.

3rd Floor

It should be noted that all interior windows and window frames within the 3rd Floor were observed to contain lead-based paint.

Exterior

- Yellow wooden window frames on the exterior of the University City Annex Building.
- Tan metal electrical conduits on the exterior of the University City Annex Building.
- Yellow wooden garage door frames on the exterior of the University City Annex Building.

- Yellow metal/concrete parking bollards on the exterior of the University City Annex Building.
- Cream wooden garage door frames on the exterior of the University City Annex Building.

It should be noted that all exterior windows and window frames (all floors) on the University City Annex Building were determined to contain lead-based paint.

Paint surfaces were tested for lead content using X-Ray Fluorescence (XRF). Testing was performed on representative surfaces of the survey area, which could be physically entered / accessed during the site visit. HUD, USEPA, and the Missouri DHSS specify a positive determination of lead paint when the lead content is equal to or greater than 1.0 milligrams of lead per square centimeter of painted surface (mg/cm²) when measured by X-Ray Fluorescence (XRF).

Based on the sample results, there are several areas in the University City Annex Building that contain lead-based paints. For renovation in areas containing lead-based paint, the Occupational Safety & Health Administration (OSHA) regulates workers' exposure to lead concentrations based on the permissible exposure limit of 50 µg/m³. Therefore, in order to satisfy OSHA requirements, worker protection and air monitoring may be required for work activities that disturb paints that contain lead in any amount. In accordance with the OSHA Construction Standard for Lead (29 CFR 1926.62), it is the contractors' responsibility to protect their workers when an employee may be occupationally exposed to lead.

Limited Visual Mold Evaluation

Based on visual observations of suspect visible mold, buildup of particulates around air diffusers of the HVAC system, water staining of building materials, and water damage throughout the facility, PSI recommended that additional indoor air quality (IAQ) and/or mold sampling evaluations be performed (including the collection of fungal airborne samples) at the University City Annex Building located at 6801 Delmar Boulevard in

PSI understands that initial fungal evaluation, limited asbestos-sampling, 3rd party air monitoring, project management/oversight, bidding assistance, and post fungal remediation verification evaluation services have been requested by the City of University City to better determine the Scope of Work and to address the asbestos, lead-based paint, and mold contamination within the building.

TASK 1 - TECHNICAL SCOPE OF WORK – Initial Fungal Evaluation

The purpose of this proposed initial fungal evaluation is to evaluate conditions within the facility as it relates to the recognition, evaluation, and control of mold and/or other indoor air quality concerns. This assessment will provide data regarding potential fungal amplification and building moisture conditions.

PSI will provide an Industrial Hygienist (IH), working under the direction of a PSI Principal Consultant to perform a non-intrusive walk-through evaluation of accessible areas within the subject site. The evaluation will include visual observation of building material conditions, facility systems and property grounds. Where conditions warrant, materials may be moved to aid in visual observation. The evaluation will include the following activities:

Walk Through/Visual Evaluation

PSI will perform a visual evaluation focusing on identification of fungi (mold) and water damaged building materials.

Interviews

Interviews will be conducted under authorization by the client. Interviews will consist of a brief discussion limited to issues relating to the general environmental conditions and indoor atmosphere of the subject site. Information gathered through interviews will be summarized within the report and presented anonymously with no reference to any individual.

Moisture Observations and Measurements

During the general evaluation, PSI will attempt to visually identify stained building materials such as ceiling tiles, gypsum wallboard, carpeting, loose floor tiles, or other water damage evidence. Additionally, drains will be observed for evidence of blockage. A resistance moisture meter will be used to determine the moisture content of building materials observed within the subject property as being potentially damaged by water. Such materials may include gypsum wallboard, plaster and wood. Collected data may be used to determine its present condition and the extent of saturation of the building material.

Photographic Documentation

Photographic images will be collected to document visual observations of the subject site at the time of the evaluation. Photographs for site evaluations typically include images of observations such as damaged building materials, potential points of microbial growth, sources of moisture or water intrusion, suspect conditions of building systems, etc.

Temperature, Relative Humidity, and Carbon Dioxide

Temperature, relative humidity and carbon dioxide levels will be obtained within representative areas of the facility.

PSI proposes to collect representative total airborne fungi (mold) samples utilizing spore trap type air sampling cassettes. It is proposed that airborne samples will be collected throughout the facility. In addition, a sample will be collected outside of the facility for comparison purposes.

Airborne Fungi (mold)

Air sampling for total (viable and non-viable) fungi (mold) will be performed using Air-O-Cell™ spore trap cassettes. The air will be sampled at approximately 15 liters per minute using an ambient air sample pump. Sampling will be performed for approximately 5 minutes to obtain an approximate 75-liter sample. An estimated eighteen (18) interior fungal air samples (3 on the 3rd floor, 5 on the 2nd floor, 5 on the 1st floor, and 5 within the basement) will be collected and one (1) outdoor sample will also be collected for comparison purposes for a total of 19 fungal air samples. These results will help to determine what needs to be done with building materials, furniture, and items remaining within the facility.

The samples will be transported under chain of custody to an AIHA approved laboratory for analyses. Mold spores will be identified by microscopic observation. The most prevalent

types of mold in each sample will be identified and quantified. The laboratory to be utilized is accredited by the American Industrial Hygiene Association (AIHA), Environmental Microbiology Laboratory Accreditation (EMLAP). The samples will be analyzed via direct microscopic examination by an AIHA accredited microbiological laboratory. The samples will estimate the total concentration of airborne microorganisms including mold/yeast spores. In addition to the determination of the total concentration of microorganisms, the most predominant types of mold spores will be identified. Spore trap air sampling cassettes are designed for the rapid collection and analysis of a wide range of airborne aerosols including viable and non-viable spores. However, they do not differentiate between viable and non-viable spores, and may not be able to identify individual species within a genus.

It is important to note that in evaluating airborne mold data that mold is ubiquitous in the environment and fungal bioaerosols (i.e. airborne mold) will be present in all interior settings. It is also important to note that there are a variety of factors that impact indoor airborne mold levels. Factors such as the use of exhaust fans and opening of windows potentially affect the level of airborne mold. Additionally, the presence of visible mold amplification indoors will likely augment or contribute to interior airborne mold levels.

The diversity in mold types (taxa) identified at the selected indoor and outdoor sample locations is also reviewed by PSI to identify airborne mold types, which are known to be toxigenic (i.e. *Stachybotrys sp.*). The presence of such fungi is viewed by PSI as a possible indicator of an interior amplified mold source.

There are no regulatory standards related to exposure to airborne or surface mold. In evaluating airborne mold data, PSI reviews the total airborne mold spore concentrations, measured from indoor sample locations, to determine if they were "significantly elevated" when compared to total airborne spores concentrations measured from outdoor locations.

The sampling methods utilized by PSI in performing its services may result in the disturbance or dispersal of mold spores. The client acknowledges that mold is ubiquitous to the environment with mold amplification occurring when building materials are impacted by moisture. The Client further acknowledges that site conditions are outside of PSI's control, and that mold amplification will likely occur, or continue to occur, in the presence of moisture. As such, PSI cannot and shall not be held responsible for the occurrence or reoccurrence of mold amplification.

Initial Fungal Evaluation Report

Following completion of the field activities, PSI will provide a report summarizing the site observations, moisture measurements, sampling results and recommendations to correct or further evaluate the observed moisture and/or mold conditions. The report will also document observations and visual characterizations of conditions at the site. The report will be reviewed by a PSI Principal Consultant.

TASK 2- TECHNICAL SCOPE OF WORK – Limited Asbestos Sampling

The purpose of this scope of work is to re-sample the drywall joint compound throughout the facility in order to determine if it contains asbestos. Because the original inspection determined that the drywall wall joint compound contained <1% Asbestos, we want to resample this material and perform Point Count Analysis on these additional samples to be collected per floor. This will help to determine if this drywall joint compound must be

removed under asbestos conditions or if it can remain in the building and not have to be removed as part of the planned remediation. If any amount of asbestos is found in this material, it is recommended that the material be abated along with the other asbestos materials.

TASK 3 - TECHNICAL SCOPE OF WORK - Project Design and Bid Assistance Services, Project Management and 3rd Party Air Monitoring

Project Design and Bid Assistance Services

PSI will develop a specification for the planned abatement. This specification will describe the materials to be removed, methods to be used to protect the adjacent buildings and outside environment, regulatory guidance, final clearance criteria and other technical information to provide the framework for the timely and successful completion of the project. **Because asbestos, lead-based paint and fungal remediation will be needed on each floor, the specification will incorporate all three remediation activities together. This will assist in saving monies on this project since only one containment will need to be constructed per floor for all three activities versus a containment for each remediation activity.** This work plan will incorporate any City of University City's Bid Documents and General Conditions and other required front end documents. The asbestos portion of the work plan will be prepared in accordance with and by an AHERA and State of Missouri accredited Project Designer.

PSI will invite pre-qualified bidders to a mandatory pre-bid conference and will chair the pre-bid conference and walkthrough. PSI will be available to describe the Scope of Work and answer any questions that may arise. PSI will also compile and distribute any required addenda.

PSI will attend the bid opening and review the asbestos abatement proposals and will make recommendations on the most economical and qualified proposal. After the project is awarded, PSI will request, review and comment on the required submittals from the successful bidder.

Project Management and Third Party Air Monitoring

Abatement Phase - PSI shall be a representative of the Client during the Abatement Phase, and shall advise and consult with the Client. Instructions to the Abatement Contractor shall be forwarded through PSI's Project Manager or Project Coordinator.

PSI shall be the authority to act on behalf of the Client only to the extent provided in this Agreement unless provided otherwise by written agreement between PSI and the Client.

A full-time, qualified Air Sampling Technician or Air Sampling Professional will be dedicated to the project to document that the provisions of the Work are carried out in accordance with applicable rules, regulations, and project documents. At the conclusion of the Work, the PSI representative and the Contractor's supervisor will carefully inspect each Work area for residual contamination prior to the collection of appropriate clearance samples for each phase/area. Abatement inspection services include the following:

Abatement Monitoring & Air Monitoring Services – PSI will provide an air sampling technician and/or professional to monitor the performance of the abatement work by the selected Contractor. A PSI Project Manager and Air Sampling Professional may visit the project at intervals appropriate to the stage of work specified in the Contract (the “Work”) to become familiar with the progress and quality of the Work completed and to determine if the Work is proceeding in accordance with the Contract Documents (as defined in the Contract). On the basis of such on-site observations and those of PSI’s Air Sampling Technician(s)/Air Sampling Professional(s), PSI shall use its best efforts to keep the Client informed of the progress and quality of the Work, shall immediately inform the Client upon discovery of defects and deficiencies in the Work of the Contractor that warrant a Stop Work Order for the project, and shall use its best efforts to inform the Client of violations of the specifications.

PSI shall monitor the Contractor’s performance of abatement at the project, which shall include Contractor’s preparation of asbestos-containing materials for removal. PSI’s on-site Air Sampling Technician shall prepare a daily field report detailing the day’s activities.

PSI will conduct visual inspections following abatement activities, using the ASTM Standard Practice for Visual Inspection of Asbestos Abatement Projects (E1368-11), to verify the completeness of abatement work.

Air monitoring will be conducted under the direction of a State of Missouri accredited Air Sampling Professional. PSI will provide the following air monitoring during the course of the project:

Area Sampling - Area samples will be collected during the asbestos removal activities at various locations to assist in evaluating the Abatement Contractors’ engineering controls and work practices and to detect potential exposure outside the containment or controlled areas. Area monitoring will conform to applicable local, Federal and State regulations.

Clearance Sampling - Clearance monitoring will only be performed after the area has been inspected in accordance with ASTM Standard Practice for Visual Inspection of Asbestos Abatement Projects (E1368-11). Clearance monitoring will conform to applicable local, Federal and State regulations.

Laboratory Analysis – PCM clearance air samples will be analyzed by an American Industrial Hygiene Association, Asbestos Analyst Registry (AIHA-AAR) approved analyst. Samples will be analyzed on-site or at PSI’s St. Louis laboratory. The PCM samples will be analyzed in accordance with the NIOSH 7400 Method.

Lead (PB) Air Monitoring – The Lead sampling and analysis will be conducted in accordance with the National Institute for Occupational Safety and Health (NIOSH) Method 7082. The samples will be collected using battery-powered, calibrated sampling pumps to draw a known volume of air through 0.8 µm mixed cellulose ester filter (MCEF) sampling media. Per NIOSH requirements, a field blank quality control sample(s) may also be included. The samples will be submitted to an Environmental Lead Laboratory Accreditation Program (ELLAP) accredited laboratory for analysis. Standard analytical turnaround time is 2-3 working days.

Close-Out Documentation

At the completion of the abatement, PSI will prepare an Abatement Report (Close-Out Documentation), which will provide documentation of abatement activities and air monitoring results. This report will contain the daily logs of the observed abatement, report of air monitoring samples collected during the construction phase of the project, and supporting documentation; in addition to any Contractor-supplied supporting documentation, including but not limited to worker certifications.

TASK 4 - TECHNICAL SCOPE OF WORK – Post Fungal Remediation Verification Evaluation

After asbestos abatement and mold remediation has been completed, PSI will perform a visual evaluation of the work areas to document that the signs of suspect mold growth and moisture damage have been remediated. PSI will collect up to forty (40) fungal air samples throughout the facility to document the effectiveness of the cleanup procedures utilized. It should be noted that this estimate also includes comparison fungal air samples collected on the exterior of the facility.

Following completion of the post fungal verification field activities, PSI will generate a report of findings that will include scope of work performed, visual observations and laboratory reports to document the effectiveness and completeness of the fungal remediation throughout the work areas.

FEES

PSI proposes the following fees for the services described in this proposal. Any services required outside of those described above will be billed at a unit rate as shown on the current PSI Schedule of Fees, which is available upon request. PSI proposes to perform these services for the following fees:

Task 1 – Initial Fungal Evaluation

(Based on collection and analysis of 19 fungal air samples*) \$ 6,815.00

Task 2 – Limited Asbestos Sampling

(Based on 12 Pt. Count bulk asbestos samples) \$ 1,500.00

Task 3 – Project Design & Bid Assistance, Project Management & 3rd Party Air Monitoring

Project Design and Bid Assistance
Lump Sum - \$ 2,500.00

Project Management and Third Party Monitoring
(Based on an estimated 80 shifts @ \$425/8-hour shift**) \$34,000.00

Lead Air/Wipe Sample Analysis
(Based on 4 samples per window @ 49 windows @ \$25/sample) \$ 4,900.00

Closeout Documentation
Lump Sum -

\$ 2,000.00
\$43,400.00

Task 4 – Post Fungal Remediation Verification Evaluation
(Based on 40 fungal air samples***)

\$ 6,800.00

TOTAL ESTIMATED CONSULTING COSTS =

\$58,515.00

**Additional fungal sample analysis can be performed for \$100 per spore trap air sample and \$90 per surface mold sample and pricing is based on standard lab analysis time.*

***Shift rate includes labor, local transportation to/from site, supplies and collection and analysis of up to 10 Phase Contrast Microscopy (PCM) air samples per shift. Because PSI's services are portal-to-portal, any hours expended on this project over 8 per day, will be pro-rated. For example, 8.8 hours expended on the project for the day will be charged at 1.1 shifts. PCM analysis over 10 per shift can be performed for \$10 per sample.*

****This price does not include additional site visits due to the containments not passing the post remediation fungal verification criteria.*

If there are delays beyond the control of PSI, additional services are subject to additional costs at the rates listed on the current PSI Schedule of Fees. In addition, work on weekends and holidays will be subject to additional costs at the rates listed on the current PSI Schedule of Fees. This fee proposal is valid for thirty (30) days from the date of this proposal.

The services proposed herein are conventional in nature and do not include any special services that may lessen the risk of conditions that can contribute to moisture, mold or other microbial contaminate amplification in buildings. You may be aware that mold is abundant throughout nature and is comprised of a wide variety of microscopic fungi. Due to its nature, the potential for mold growth cannot be completely eliminated. However, PSI offers a wide array of professional Moisture, Waterproofing, Roofing and Indoor Air Quality/Mold Consulting services that can help minimize the likelihood of future occurrences. PSI is interested in discussing these service options with you to suit your specific needs and project objectives. If requested, PSI will submit a proposal for these additional services under a separate cover for your review and authorization.

AUTHORIZATION

To execute this proposal, please sign and complete the proposal authorization and instructions for payment form (attached), and return one copy of this proposal to our office. We will proceed with the work upon receipt of proposal authorization or notice to proceed. PSI will perform the work in accordance with the attached General Conditions, which are incorporated into and made a part of this proposal.

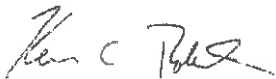
The sampling methods utilized by PSI in performing its services may result in the disturbance or dispersal of mold spores. The client acknowledges that mold is ubiquitous to the environment with mold amplification occurring when building materials are impacted by

City of University City
University City Annex Building
Asbestos, Lead, and Mold Consulting Services
PSI Proposal No : 0029-174846
March 7, 2016
Page 11 of 14

moisture. Client further acknowledges that site conditions are outside of PSI's control, and that mold amplification will likely occur, or continue to occur, in the presence of moisture. As such, PSI cannot and shall not be held responsible for the occurrence or reoccurrence of mold amplification.

We look forward to working with you on this and future projects. Please do not hesitate to contact us at (314) 432-8073 to answer any questions you may have or should you need any further information.

Respectfully submitted,
PROFESSIONAL SERVICE INDUSTRIES, INC.



Kevin C. Roberts
Project Manager



Greg Chambliss, RPIH, LEED AP
Principal Consultant

Attachments: Proposal Authorization and Payment Instructions
General Conditions

PSI can provide a complete range of services in addition to those listed above. Should this project or future projects require any of the following services, PSI would be pleased to discuss this further with you.

- Environmental Site Assessments
- Property Condition Assessments
- Remediation Plans & Specifications
- Materials Testing & Engineering
- Geotechnical/Foundation Engineering
- Asbestos/Lead Consulting
- Facility/Envelope Engineering
- Roof Inspections & Consulting
- Indoor Air Quality (IAQ) Consulting
- Pavement Consulting

GENERAL CONDITIONS

1. **PARTIES AND SCOPE OF WORK.** Professional Service Industries Inc. ("PSI") shall include said company or its particular division, subsidiary or affiliate performing the work. "Work" means the specific service to be performed by PSI as set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by PSI. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of PSI's work. PSI shall have no duty or obligation to any third party greater than that set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from PSI, or the reliance on any of PSI's work, shall constitute acceptance of the terms of PSI's proposal and these General Conditions, regardless of the terms of any subsequently issued document.
2. **TESTS AND INSPECTIONS:** Client shall cause all tests and inspections of the site, materials and work performed by PSI or others to be timely and properly performed in accordance with the plans, specifications and contract documents and PSI's recommendations. No claims for loss, damage or injury shall be brought against PSI by Client or any third party unless all tests and inspections have been so performed and unless PSI's recommendations have been followed. Client agrees to indemnify, defend and hold PSI, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or PSI's recommendations are not so followed.
3. **PREVAILING WAGES:** This proposal specifically excludes compliance with any project labor agreement, labor agreement, or other union or apprenticeship requirements. In addition, unless explicitly agreed to in the body of this proposal, this proposal specifically excludes compliance with any state or federal prevailing wage law or associated requirements, including the Davis Bacon Act. Due to the professional nature of its services PSI is generally exempt from the Davis Bacon Act and other prevailing wage schemes. It is agreed that no applicable prevailing wage classification or wage rate has been provided to PSI, and that all wages and cost estimates contained herein are based solely upon standard, non-prevailing wage rates. Should it later be determined by the Owner or any applicable agency that in fact prevailing wage applies, then it is agreed that the contract value of this agreement shall be equitably adjusted to account for such changed circumstance. These exclusions shall survive the completion of the project and shall be merged into any subsequently executed document between the parties, regardless of the terms of such agreement. Client will reimburse, defend, indemnify and hold harmless PSI from and against any liability resulting from a subsequent determination that prevailing wage regulations cover the Project, including all costs, fines and attorney's fees.
4. **SCHEDULING OF WORK:** The services set forth in PSI's proposal and Client's acceptance will be accomplished by PSI personnel at the prices quoted. If PSI is required to delay commencement of the work or if, upon embarking upon its work, PSI is required to stop or interrupt the progress of its work as a result of changes in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of PSI, additional charges will be applicable and payable by Client.
5. **ACCESS TO SITE:** Client will arrange and provide such access to the site and work as is necessary for PSI to perform the work. PSI shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment.
6. **CLIENT'S DUTY TO NOTIFY ENGINEER:** Client warrants that it has advised PSI of any known or suspected hazardous materials, utility lines and pollutants at any site at which PSI is to do work, and unless PSI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Client agrees to defend, indemnify and save PSI harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to PSI's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to PSI by Client.
7. **RESPONSIBILITY:** PSI's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. PSI shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. PSI's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Client agrees that it shall require subrogation to be waived against PSI and for PSI to be added as an Additional Insured on all policies of insurance, including any policies required of Client's contractors or subcontractors, covering any construction or development activities to be performed on the project site. PSI has no right or duty to stop the contractor's work.
8. **SAMPLE DISPOSAL:** Test specimens will be disposed immediately upon completion of the test. All drilling samples will be disposed sixty (60) days after submission of PSI's report.
9. **PAYMENT:** The quantities and fees provided in this proposal are PSI's estimate based on information provided by Client and PSI's experience on similar projects. The actual total amount due to PSI shall be based on the actual final quantities provided by PSI at the unit rates provided herein. Where Client directs or requests additional work beyond the contract price it will be deemed a change order and PSI will be paid according to the fee schedule. Client shall be invoiced once each month for work performed during the contract period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay PSI's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees. PSI shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein PSI waives any rights in a mechanics' lien, or any provision conditioning PSI's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that PSI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of PSI from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time.
10. **ALLOCATION OF RISK; CLIENT AGREES THAT PSI'S SERVICES WILL NOT SUBJECT PSI'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST PSI. STATEMENTS MADE IN PSI REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT.**
11. **SHOULD PSI OR ANY OF ITS EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENCE IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESS OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON PSI'S WORK AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF PSI, ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$25,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO PSI FOR ITS WORK PERFORMED ON THE PROJECT, WHICHEVER AMOUNT IS GREATER. IN THE EVENT CLIENT IS UNWILLING OR UNABLE TO LIMIT PSI'S LIABILITY IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN THIS PARAGRAPH, CLIENT MAY, UPON WRITTEN REQUEST OF CLIENT RECEIVED WITHIN FIVE DAYS OF CLIENT'S ACCEPTANCE HEREOF, INCREASE THE LIMIT OF PSI'S LIABILITY TO \$250,000.00 OR THE AMOUNT OF PSI'S FEE PAID TO PSI FOR ITS WORK ON THE PROJECT, WHICHEVER IS THE GREATER, BY AGREEING TO PAY A SUM EQUIVALENT TO AN ADDITIONAL AMOUNT OF 5% OF THE TOTAL FEE TO BE CHARGED FOR PSI'S SERVICES. THIS CHARGE IS NOT TO BE CONSTRUED AS BEING A CHARGE FOR INSURANCE OF ANY TYPE, BUT IS INCREASED CONSIDERATION FOR THE GREATER LIABILITY INVOLVED IN ANY EVENT. ATTORNEY'S FEES EXPENDED BY PSI IN CONNECTION WITH ANY CLAIM SHALL REDUCE THE AMOUNT AVAILABLE, AND ONLY ONE SUCH AMOUNT WILL APPLY TO ANY PROJECT.**
12. **NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT, OR OTHERWISE, MAY BE BROUGHT AGAINST PSI, ARISING FROM OR RELATED TO PSI'S WORK, MORE THAN TWO YEARS AFTER THE CESSATION OF PSI'S WORK HEREUNDER, REGARDLESS OF THE DATE OF DISCOVERY OF SUCH CLAIM.**
13. **INDEMNITY:** Subject to the above limitations, PSI agrees not to defend but to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs to the extent arising out of PSI's negligence as finally determined by a court of law. Client shall provide the same protection to the extent of its negligence. In the event that Client or Client's principal shall bring any suit, cause of action, claim or counterclaim against PSI, the Client and the party initiating such action shall pay to PSI the costs and expenses incurred by PSI to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that PSI shall prevail in such suit.
14. **TERMINATION:** This Agreement may be terminated by either party upon seven (7) days' prior written notice. In the event of termination, PSI shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses.
15. **EMPLOYEES WITNESS FEES:** PSI's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay PSI's legal expenses, administrative costs and fees pursuant to PSI's then current fee schedule for PSI to respond to any subpoenas. For a period of one year after the completion of any work performed under this agreement, Client agrees not to solicit, recruit, or hire any PSI employee or person who has been employed by PSI within the previous twelve months. In the event Client desires to hire such an individual, Client agrees that it shall seek the written consent of PSI, and shall pay PSI an amount equal to one-half of the employee's annualized salary, without PSI waiving other remedies it may have.
16. **FIDUCIARY:** PSI is not a financial advisor, does not provide financial advice or analysis of any kind, and nothing in our reports can create a fiduciary relationship between PSI and any other party.
17. **CHOICE OF LAW AND EXCLUSIVE VENUE.** All claims or disputes arising or relating to this agreement shall be governed by, construed, and enforced in accordance with the laws of Illinois. The exclusive venue for all actions or proceedings arising in connection with this agreement shall be either the Circuit Court in DuPage County, Illinois, or the Federal Court for the Northern District of Illinois.
18. **PROVISIONS SEVERABLE.** The parties have entered into this agreement in good faith, and it is the specific intent of the parties that the terms of these General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.
19. **ENTIRE AGREEMENT:** This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.



Professional Service Industries, Inc.
www.psiusa.com

ST. LOUIS GEO/ENV DEPT
ST. LOUIS, MO 63132
(314) 432-8073


Federal ID 37-0962090

ATTN: Mr. John Gilbert
CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130
USA

CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130

Customer #	Purchase Order	PSI Project Number	Date	Invoice #	Page
1100197		00292564	03/31/16	00429219	0001

Project: UCITY ANNEX - ENVIRONMENTAL CONSULTING

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
03/31/16	00292564-1	Initial Fungal Evaluation University City Annex Building ENVIRONMENTAL SERVICES - 2 - INITIAL FUNGAL EVALUATION 01-4536-6010 	1.00	6,815.00	6,815.00
Invoice Total:					\$6,815.00
Balance Due:					\$6,815.00

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
1100197	00429219	00292564	

Professional Service Industries, Inc.
7192 Solutions Center
Chicago, IL 60677-7001



Professional Service Industries, Inc.
www.psiusa.com

ST. LOUIS GEO/ENV DEPT
ST. LOUIS, MO 63132
(314) 432-8073

Federal ID 37-0962090

ATTN: Mr. John Gilbert
CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130
USA

CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130

Customer #	Purchase Order	PSI Project Number	Date	Invoice #	Page
1100197		00292564	03/31/16	00429258	0001

Project: UCITY ANNEX - ENVIRONMENTAL CONSULTING

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
03/31/16	00292564-2	Limited Asbestos Sampling University City Annex Building ENVIRONMENTAL SERVICES - 3 - LIMITED ASBESTOS SAMPLING	1.00	1,500.00	1,500.00
Invoice Total:					\$1,500.00
Balance Due:					\$1,500.00

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
1100197	00429258	00292564	

Professional Service Industries, Inc.
7192 Solutions Center
Chicago, IL 60677-7001

15-90-8007



ST. LOUIS GEO/ENV DEPT
ST. LOUIS, MO 63132
(314) 432-8073

Federal ID 37-0962090

Professional Service Industries, Inc.
www.psiusa.com

ATTN: Ms. Andrea Riganti
CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130
USA

CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130

Customer #	Purchase Order	PSI Project Number	Date	Invoice #	Page
1100197		00292564	07/31/16	00452421	0001

Project: UCITY ANNEX - ENVIRONMENTAL CONSULTING

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
		city of University Annex - Window Removal - Asbestos and Lead Monitoring - 7/11/16 to 7/31/16			
07/31/16	00292564-4	AIR MONITORING (DAY)	11.00	425.00	4,675.00
07/31/16	00292564-4	LEAD IN AIR (EA)	36.00	25.00	900.00
		<i>AR</i> <i>Part of police Annex Project</i> <i>01-20-21-6050</i>			
Invoice Total:					\$5,575.00
Balance Due:					\$5,575.00

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
1100197	00452421	00292564	

Professional Service Industries, Inc.
PO Box 74008418
Chicago, IL 60674-8418



ST. LOUIS GEO/ENV DEPT
ST. LOUIS, MO 63132
(314) 432-8073

Federal ID 37-0962090

Professional Service Industries, Inc.
www.psiusa.com

ATTN: Ms. Andrea Riganti
CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130
USA

CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130

Customer #	Purchase Order	PSI Project Number	Date	Invoice #	Page
1100197		00292564	08/31/16	00456902	0001

Project: UCITY ANNEX - ENVIRONMENTAL CONSULTING

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
08/31/16	00292564-4	AIR MONITORING (DAY)	10.00	425.00	4,250.00
08/31/16	00292564-4	LEAD IN AIR (EA)	42.00	25.00	1,050.00
<p>City of University City Annex Building - Window Removal - Asbestos and Lead Monitoring - 8/2/16 to 8/19/16</p>					
<p><i>PROTECT POLICE</i></p> <p><i>OK to pay</i></p> <p><i>AR</i></p> <p><i>part of exterior / maintenance Annex project</i></p> <p><i>01-55-36-6010</i></p> <p><i>de</i></p>					
Invoice Total:					\$5,300.00
Balance Due:					\$5,300.00

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
1100197	00456902	00292564	

Professional Service Industries, Inc.
PO Box 74008418
Chicago, IL 60674-8418



Professional Service Industries, Inc.
www.psiusa.com

ST. LOUIS GEO/ENV DEPT
ST. LOUIS, MO 63132
(314) 432-8073

Federal ID 37-0962090

ATTN: Ms. Andrea Riganfi
CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130
USA

CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130

Customer # 1100197	Purchase Order	PSI Project Number 00292564	Date 09/30/16	Invoice # 00482194	Page 0001
-----------------------	----------------	--------------------------------	------------------	-----------------------	--------------

Project: UCITY ANNEX - ENVIRONMENTAL CONSULTING

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
09/30/16	00292564-4	City of University City Annex Building - Window Removal - Asbestos and Lead Monitoring - 9/1/16 AIR MONITORING (DAY)	1.00	425.00	425.00
09/30/16	00292564-4	LEAD IN AIR (EA)	7.00	25.00	175.00
Invoice Total:					\$600.00
Balance Due:					\$600.00

*PROJECT:
POLY-
ANNEX
- SMALL*

*OK to pay
Part of Annex renovation
project - AR*

01-45-36-6010

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return with your check made payable to PSI.

Please mail remittance to:

Customer # 1100197	Invoice # 00462194	Project Number 00292564	Amount Enclosed
-----------------------	-----------------------	----------------------------	-----------------

Professional Service Industries, Inc.
PO Box 74008418
Chicago, IL 60674-8418



RECEIVED

ST. LOUIS CS DEPT
ST. LOUIS, MO 63132
(314) 432-8073

SEP 06 2016

NEW REMIT TO ADDRESS:
Professional Service Industries, Inc.
PO Box 74008418
Chicago, IL 60674-8418

Professional Service Industries, Inc. DEPARTMENT OF
COMMUNITY DEVELOPMENT
www.psiusa.com

ATTN: Mark Zaiontz
CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130
USA

CITY OF UNIVERSITY CITY
6801 DELMAR BOULEVARD
UNIVERSITY CITY MO 63130

Customer #	Purchase Order	PSI Project Number	Date	Invoice #	Page
1100197		00271031	08/31/16	00458432	0001

Project: PULL TESTING - UNIVERSITY CITY

Date	Work Order Nbr	Description	Quantity	Unit Cost	Amount
08/23/16	00271031-2	ENGINEERING TECH. SR (HR)	4.00	45.00	180.00
08/23/16	00271031-2	EQUIPMENT CHARGE	1.00	75.00	75.00
08/23/16	00271031-2	PROJECT MANAGER (HR)	3.00	90.00	270.00
45-36-6 d d					
Invoice Total:					\$525.00
Balance Due:					\$525.00

TERMS: NET 30 DAYS. A SERVICE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE ADDED TO ALL PAST DUE ACCOUNTS.

To assure proper credit to your account, please return with your check made payable to PSI.

Please mail remittance to:

Customer #	Invoice #	Project Number	Amount Enclosed
1100197	00458432	00271031	

Professional Service Industries, Inc.
PO Box 74008418
Chicago, IL 60674-8418