Cincinnati

3959 Fulton Grove Rd.
Cincinnati, Ohio 45245
(513) 752-9111
(513) 752-7973 (Fax)

Cleveland

3100 East 45th Street
Suite 446
Cleveland, Ohio 44127
(216) 916-7378
(513) 752-7973 (Fax)

Services

Phase I ESA's
Phase II Investigations
Asbestos
Energy Efficiency
Lead-Based Paint
Industrial Hygiene
Indoor Air Quality/Mold
Radon
Safety
Training

Sycamore Township
Asbestos Inspection Report

Prepared for:

Mr. Tracy Kellums
Sycamore Township
8540 Kenwood Road
Cincinnati, Ohio
Phone: (513) 792-7257

Project Location: 8624 Plainfield Road, Cincinnati, Ohio 45236
Parcel Number: 600-0203-0548-00
Building Description: 1 Story, Frame Dwelling
Year Built: 1928
Square Footage: 995 (approximate)

Inspected By: William S. Carter William S Carter

Company Name: m.a.c. Paran Consulting Services, Inc.
Address: 3959 Fulton Grove Road, Cincinnati, Ohio 45245
Phone, Fax: 513.752.9111 Fax: 513.752.7973
E-mail: gbeaudion@macparan.com

Table of Contents

1.0 Executive Summary

1.1 Background

m.a.c. Paran Consulting Services, Inc. performed a pre-demolition asbestos inspection for Sycamore Township. The structure is located at 8624 Plainfield Road, Cincinnati, Ohio 45236. The objectives of the inspection were to (1) identify, by type and location, friable and non-friable asbestos-containing materials [ACM] throughout the structure; (2) assess the current condition of the ACM identified; and (3) provide estimated quantities of ACM. The inspection was conducted by Mr. William S. Carter, certified Ohio Asbestos Hazard Evaluation Specialist (License #ES34717) on May 22, 2019.

1.2 Inspection Results

The following is a summary of the materials confirmed by the laboratory to contain >1% asbestos. Please note that the quantities provided in this summary are approximate amounts and should be verified by an abatement contractor prior to the onset of removal activities.

- No suspect asbestos-containing materials sampled contained >1% asbestos.

Note 1: The roofing materials (approximately 900 square feet) were assumed to contain asbestos. The materials are in non-friable condition.

Note 2: The flooring materials (approximately 160 square feet) assumed to contain asbestos. The materials are in non-friable condition.

Note 3: While care was taken during the inspection to identify all asbestos-containing materials, additional materials may be located within non-accessible areas of the structure. If, through renovation or demolition these materials are discovered, they should be treated as asbestos-containing until further testing proves otherwise.

2.0 Inspection Procedures

2.1 General Asbestos Inspection and Sampling Procedures

The inspection was performed in accordance with the National Emission Standards for Hazardous Air Pollutants (NESHAPS, 40 CFR 61.145) and the Ohio Administrative Code (OAC, 3745-20) regulations governing asbestos emission and waste control from demolition/renovation activities. Bulk sampling of materials suspect to contain asbestos was conducted following Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA, 40 CFR 763.90), the accepted industry standard for conducting asbestos investigations in all types of buildings.

The vast majority of physically accessible spaces within the building were accessed and inspected for suspect asbestos-containing materials. The Inspector then grouped suspect materials into homogeneous areas for sampling. A homogeneous area consists of materials with like appearance, color, texture, and application date. A physical assessment (visual observation and touching the material) was also made of the current condition and degree of friability for each identified material (a material is considered friable if it can be crumbled using hand pressure). A list of homogeneous areas identified for this assessment is included on the Bulk Sample Summary Table.

The Inspector assessed all identified asbestos-containing materials. The inspection encompassed both friable and non-friable materials. The Inspector then assumed that the specific material remained homogeneous (based upon the material's appearance and application) throughout the building. In situations where materials appeared to alternate between asbestos containing and non-asbestos containing, the Inspector looked for visible differences between materials. If differences were not apparent, the Inspector made a professional decision to err on the side of conservatism and assumed that all materials were asbestos-containing.

The Inspector made every effort to locate all asbestos-containing materials identified during the inspection, however should unidentified suspect asbestos-containing materials be discovered, please contact m.a.c. Paran Consulting Services, Inc. for assistance in material identification.

2.2 Method of Sampling and Analysis

2.2.1 Bulk Sample Collection Methods

To avoid disturbing suspected asbestos-containing materials more than necessary and minimize the potential release of asbestos fibers, the Inspector performed bulk sampling in accordance with the industry accepted procedures outlined in the current EPA Guidance Document and the AHERA sampling protocol. Each sample collected was pre-wetted and obtained using a clean coring tool, utility knife, or other appropriate tool. Each sample was then placed in a clean, sealable vial and labeled with a unique sample identification number. Care was taken to obtain a sample that was representative of all layers of a material. To avoid cross-contamination, the tools used for sample collection were thoroughly cleaned before collecting the next sample. If requested, the sample site was labeled with a pre-printed adhesive-backed sample identification tag bearing the corresponding sample identification number. Pertinent sample information was recorded on a standardized bulk sample log sheet including the date of inspection, name of the Inspector, a brief description and the location of the sample, and the type of material sampled (e.g., thermal systems insulation).

2.2.2 Analysis of Bulk Samples

Bulk samples were analyzed for asbestos content by Polarized-Light Microscopy (PLM) and dispersion staining (Method Reference: EPA/600/R-931/116). This analytical method, which EPA currently recommends, for the determination of asbestos in bulk samples, can be used for qualitative identification of six morphologically different types of asbestos fibers: chrysotile, amosite, crocidolite, anthophyllite, tremolite, and actinolite asbestos.

PLM analysis requires the microscopist to take a portion of the sample and treat it with an oil of a specific refractive index. This prepared slide is then subjected to a variety of tests while being viewed under varying polarizations of light. Each asbestos type displays unique characteristics when subjected to these tests. The percentages of the identified types of asbestos are determined by visual estimation.

2.2.3 Reporting of Analysis Results

The method specifies that the asbestos content in a bulk sample shall be estimated and reported as a finite percentage (rounded to the nearest percent) within the range of 0 to 100. Minute quantities of asbestos in bulk samples may be reported as "trace" (tr) or less than 1 percent. The composition of the bulk sample is reported in percentages of asbestos (i.e., chrysotile, amosite, crocidolite, or other) and non-asbestos (i.e., cellulose, fiberglass, mineral wool, synthetic, or other) components. The original laboratory reports are presented in Appendix A.

2.2.4 Laboratory

Analysis of all suspect asbestos-containing materials was performed by Eurofins CEI, using polarized light microscopy. Eurofins CEI successfully participates in, and is accredited by the National Voluntary Laboratory Accreditation Program (NVLAP), administered by the National Institute of Standards and Technology.

2.3 Physical and Hazard Assessment

2.3.1 Physical Assessment Factors

Per AHERA requirements, the Inspector performed a physical assessment of all friable asbestos-containing materials. This involved physically observing and documenting the current condition of each friable material, and assessing its potential for future disturbance (or fiber release potential).

The Inspector categorized the materials' current condition as Good, Fair, or Poor. AHERA protocol is not specific as to how these categories are arrived at, but in general the following guideline is used:

- Good – less than 10% area damage
- Fair – more than 10%, but less than 25% area damage
- Poor – more than 25% area damage

The Inspector then made an assessment of the materials' potential for future disturbance (or fiber release potential) using the general factors listed in Table 2-1 on the following page. The first three factors focus on the current condition of the asbestos-containing material. Evidence of deterioration, delamination, physical damage, or water damage indicates that fiber release has occurred, is occurring, or is likely to occur in the future. Such evidence is based on the appearance of the material and/or the presence of dislodged or crumbled material in the surrounding area. The first three factors focus on the potential for fiber release due to disturbance or erosion. Surface erosion is likely to occur when asbestos-containing materials are located in air plenums or near forced-air streams. Exposed and easily accessible materials in areas frequented by building occupants, or subject to mechanical vibrations are more vulnerable to disturbance or damage than materials in other locations.

Table 2-1: Factors for Assessing Potential Fiber Release
Current Condition of Asbestos-Containing Materials
• Evidence of deterioration or delamination from the underlying surface (substrate) • Evidence of physical damage (e.g., presence of debris) • Evidence of water damage
Potential for Future Disturbance, Damage, or Erosion of Asbestos-Containing Material
• Proximity to air plenum or direct airstream • Visibility, accessibility (to building occupants and maintenance personnel), and degree of activity (air movement, vibration, movement of building occupants) • Change in building use

2.3.2 Hazard Assessment Factors

Based upon the physical assessment, friable asbestos-containing materials are then given a hazard rank with corresponding response options to aid the building owner in prioritizing response actions (see Table 2-2). The hazard ranks range from 7 – most hazardous, to 1 – least hazardous as shown in Table 2-2 below. The highest rank is reserved for materials that are "significantly damaged" or material that is so extensively damaged that it requires immediate corrective action. Hazard ranks 4 – 6 reflect materials which are "damaged" with rank 6 indicating a high potential for further damage, and rank 5 indicating a moderate potential for damage. Hazard rank 4 denotes that a material has been damaged; however, the potential for any further damage is low. Hazard ranks 1 – 3 are reserved for materials currently in good condition with future disturbance potentials being high, moderate, or low (3, 2, 1, respectively). Non-friable materials are categorized as non-friable.

Table 2-2: Classifications for Hazard Potential of Friable Asbestos-Containing Materials		
Hazard Rank	**Condition**	**Disturbance Potential**
7	Poor	Any
6	Fair	High
5	Fair	Moderate
4	Fair	Low
3	Good	High
2	Good	Moderate
1	Good	Low

2.3.3 Physical and Hazard Assessments of Materials Encountered

The physical and hazard assessments made for all asbestos-containing materials identified during this inspection can be found in Section 4.0 "Inventory of Asbestos-Containing Materials".

3.0 Bulk Sample Data Summary

The following table presents the results of materials sampled.

Table 3-1: Bulk Sample Summary				
Room/Location	**Material Description**	**Homogeneous Area (HA) No.**	**Sample Number**	**Laboratory Results**
Living Room	Hard Plaster Wall	1*	8624 – 1	None Detected
Bedroom 1	Hard Plaster Wall	1	8624 – 2	None Detected
Bedroom 2	Hard Plaster Wall	1	8624 – 3	None Detected
Living Room	Hard Plaster Wall	1	8624 – 4	None Detected
Hallway	Hard Plaster Wall	1	8624 – 5	None Detected
Kitchen	Drywall/Joint Compound	2	8624 – 6	None Detected
Basement	Drywall/Joint Compound	2	8624 – 7	None Detected
Bedroom 2	Textured Ceiling Finish	3**	8624 – 8	None Detected
Bedroom 1	Textured Ceiling Finish	3	8624 – 9	None Detected
Kitchen	Textured Ceiling Finish	3	8624 – 10	None Detected
Attic	Glazing on Steel Windows	4	8624 – 11	None Detected
Attic	Glazing on Steel Windows	4	8624 – 12	None Detected

*<5,000 square foot total
**<1,000 square foot total

4.0 Inventory of Asbestos-Containing Materials

The following table presents a list of asbestos-containing materials identified during the inspection.

Table 4-1: Asbestos-Containing Materials Inventory			
Room/Location	**Material Type**	**Condition/ Hazard Rank**	**Estimated Quantity**
Exterior of Structure	Roofing Materials (assumed asbestos-containing)	Non-Friable	900 sf.
Interior of Structure	Flooring Materials (assumed asbestos-containing)	Non-Friable	160 sf.

Appendix A

Laboratory Results

eurofins | CEI

June 12, 2019

Mac Paran Consulting Services, Inc.
3959 Fulton Grove Rd.
Cincinnati, OH 45245

CLIENT PROJECT: 8624 Plainfield Rd., 19-39.3
CEI LAB CODE: B192502

Dear Customer:

Enclosed are asbestos analysis results for PLM Bulk samples received at our laboratory on May 24, 2019. The samples were analyzed for asbestos using polarizing light microscopy (PLM) per the EPA 600 Method.

Sample results containing >1% asbestos are considered asbestos-containing materials (ACMs) per EPA regulatory requirements. The detection limit for the EPA 600 Method is <1% asbestos by weight as determined by visual estimation.

Thank you for your business and we look forward to continuing good relations.

Kind Regards,

Tianbao Bai, Ph.D., CIH
Laboratory Director

NVLAP® TESTING
NVLAP LAB CODE 101768-0

eurofins | CEI

ASBESTOS ANALYTICAL REPORT
By: Polarized Light Microscopy

Prepared for

Mac Paran Consulting Services, Inc.

CLIENT PROJECT: 8624 Plainfield Rd., 19-39.3

LAB CODE: B192502

TEST METHOD: EPA 600 / R93 / 116 and EPA 600 / M4-82 / 020

REPORT DATE: 06/05/19

TOTAL SAMPLES ANALYZED: 12

SAMPLES >1% ASBESTOS:

Asbestos Report Summary

By: POLARIZING LIGHT MICROSCOPY

PROJECT: 8624 Plainfield Rd., 19-39.3 **LAB CODE:** B192502

METHOD: EPA 600 / R93 / 116 and EPA 600 / M4-82 / 020

Client ID	Layer	Lab ID	Color	Sample Description	ASBESTOS %
8624-1	Layer 1	B42705	White	Plaster Skim Coat	None Detected
	Layer 2	B42705	Gray	Plaster Base Coat	None Detected
8624-2	Layer 1	B42706	White	Plaster Skim Coat	None Detected
	Layer 2	B42706	Gray	Plaster Base Coat	None Detected
8624-3	Layer 1	B42707	White	Plaster Skim Coat	None Detected
	Layer 2	B42707	Gray	Plaster Base Coat	None Detected
8624-4	Layer 1	B42708	White	Plaster Skim Coat	None Detected
	Layer 2	B42708	Gray	Plaster Base Coat	None Detected
8624-5	Layer 1	B42709	White	Plaster Skim Coat	None Detected
	Layer 2	B42709	Gray	Plaster Base Coat	None Detected
8624-6		B42710	White	Drywall/Joint Compound	None Detected
8624-7		B42711	White	Drywall/Joint Compound	None Detected
8624-8		B42712	White	Texture	None Detected
8624-9		B42713	White	Texture	None Detected
8624-10		B42714	White	Texture	None Detected
8624-11		B42715	Black	Glazing	None Detected
8624-12		B42716	Black	Glazing	None Detected

ASBESTOS BULK ANALYSIS

By: POLARIZING LIGHT MICROSCOPY

eurofins | CEI

Client: Mac Paran Consulting Services, Inc.
3959 Fulton Grove Rd.
Cincinnati, OH 45245

Lab Code: B192502
Date Received: 05-24-19
Date Analyzed: 05-30-19
Date Reported: 06-05-19

Project: 8624 Plainfield Rd., 19-39.3

ASBESTOS BULK PLM, EPA 600 METHOD

Client ID Lab ID	Lab Description	Lab Attributes	NON-ASBESTOS COMPONENTS Fibrous		Non-Fibrous		ASBESTOS %
8624-1 Layer 1 B42705	Plaster Skim Coat	Heterogeneous White Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
Layer 2 B42705	Plaster Base Coat	Heterogeneous Gray Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
8624-2 Layer 1 B42706	Plaster Skim Coat	Heterogeneous White Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
Layer 2 B42706	Plaster Base Coat	Heterogeneous Gray Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
8624-3 Layer 1 B42707	Plaster Skim Coat	Heterogeneous White Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
Layer 2 B42707	Plaster Base Coat	Heterogeneous Gray Fibrous Bound	<1%	Hair	75% 25%	Binder Silicates	None Detected
8624-4 Layer 1 B42708	Plaster Skim Coat	Heterogeneous White Non-fibrous Bound			75% 25%	Binder Silicates	None Detected

ASBESTOS BULK ANALYSIS

By: POLARIZING LIGHT MICROSCOPY

eurofins | CEI

Client: Mac Paran Consulting Services, Inc.
3959 Fulton Grove Rd.
Cincinnati, OH 45245

Lab Code: B192502
Date Received: 05-24-19
Date Analyzed: 05-30-19
Date Reported: 06-05-19

Project: 8624 Plainfield Rd., 19-39.3

ASBESTOS BULK PLM, EPA 600 METHOD

Client ID Lab ID	Lab Description	Lab Attributes	NON-ASBESTOS COMPONENTS Fibrous		Non-Fibrous		ASBESTOS %
Layer 2 B42708	Plaster Base Coat	Heterogeneous Gray Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
8624-5 Layer 1 B42709	Plaster Skim Coat	Heterogeneous White Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
Layer 2 B42709	Plaster Base Coat	Heterogeneous Gray Non-fibrous Bound			75% 25%	Binder Silicates	None Detected
8624-6 B42710	Drywall/Joint Compound	Heterogeneous White Fibrous Bound	15% 5%	Cellulose Fiberglass	75% 5%	Gypsum Calc Carb	None Detected
8624-7 B42711	Drywall/Joint Compound	Heterogeneous White Fibrous Bound	15% 5%	Cellulose Fiberglass	75% 5%	Gypsum Calc Carb	None Detected
8624-8 B42712	Texture	Heterogeneous White Non-fibrous Bound			70% 25% 5%	Calc Carb Silicates Paint	None Detected
8624-9 B42713	Texture	Heterogeneous White Non-fibrous Bound			70% 25% 5%	Calc Carb Silicates Paint	None Detected

ASBESTOS BULK ANALYSIS

By: POLARIZING LIGHT MICROSCOPY

eurofins | CEI

Client: Mac Paran Consulting Services, Inc.
3959 Fulton Grove Rd.
Cincinnati, OH 45245

Lab Code: B192502
Date Received: 05-24-19
Date Analyzed: 05-30-19
Date Reported: 06-05-19

Project: 8624 Plainfield Rd., 19-39.3

ASBESTOS BULK PLM, EPA 600 METHOD

Client ID Lab ID	Lab Description	Lab Attributes	NON-ASBESTOS COMPONENTS Fibrous	Non-Fibrous		ASBESTOS %
8624-10 B42714	Texture	Heterogeneous White Non-fibrous Bound		70% 25% 5%	Calc Carb Silicates Paint	None Detected
8624-11 B42715	Glazing	Homogeneous Black Non-fibrous Bound		70% 25% 5%	Binder Silicates Paint	None Detected
8624-12 B42716	Glazing	Homogeneous Black Non-fibrous Bound		70% 25% 5%	Binder Silicates Paint	None Detected

eurofins | CEI

LEGEND:

Non-Anth	=	Non-Asbestiform Anthophyllite
Non-Trem	=	Non-Asbestiform Tremolite
Calc Carb	=	Calcium Carbonate

METHOD: EPA 600 / R93 / 116 and EPA 600 / M4-82 / 020

REPORTING LIMIT: <1% by visual estimation

REPORTING LIMIT FOR POINT COUNTS: 0.25% by 400 Points or 0.1% by 1,000 Points

REGULATORY LIMIT: >1% by weight

Due to the limitations of the EPA 600 method, nonfriable organically bound materials (NOBs) such as vinyl floor tiles can be difficult to analyze via polarized light microscopy (PLM). EPA recommends that all NOBs analyzed by PLM, and found not to contain asbestos, be further analyzed by Transmission Electron Microscopy (TEM). Please note that PLM analysis of dust and soil samples for asbestos is not covered under NVLAP accreditation. *Estimated measurement of uncertainty is available on request.*

This report relates only to the samples tested or analyzed and may not be reproduced, except in full, without written approval by Eurofins CEI. Eurofins CEI makes no warranty representation regarding the accuracy of client submitted information in preparing and presenting analytical results. Interpretation of the analytical results is the sole responsibility of the client. Samples were received in acceptable condition unless otherwise noted. This report may not be used by the client to claim product endorsement by NVLAP or any other agency of the U.S. Government.

Information provided by customer includes customer sample ID, location, volume and area as well as date and time of sampling.

ANALYST: Ryan Steele

APPROVED BY: Tianbao Bai, Ph.D., CIH
Laboratory Director

NVLAP® TESTING
NVLAP LAB CODE 101768-0

(12)

eurofins | CEI

CHAIN OF CUSTODY

730 SE Maynard Road, Cary, NC 27511
Tel: 866-481-1412; Fax: 919-481-1442

LAB USE ONLY:
CEI Lab Code: B192582
CEI Lab I.D. Range: B427105-B427116

COMPANY INFORMATION	PROJECT INFORMATION
CEI CLIENT #:	Job Contact: Scott Carter
Company: Macparan Consulting	Email / Tel: scarter@macparan.com 513-276-5357
Address: 3959 Fulton Grove Road	Project Name: 8624 Plainfield Rd.
Cincinnati, Ohio 45245	Project ID#: 19-39.3
Email: scarter@macparan.com	PO #:
Tel: 513-752-9111 Fax: 513-752-7973	STATE SAMPLES COLLECTED IN:

IF TAT IS NOT MARKED STANDARD 3 DAY TAT APPLIES.

ASBESTOS	METHOD	TURN AROUND TIME					
		4 HR	8 HR	1 DAY	2 DAY	3 DAY	5 DAY
PLM BULK	EPA 600	☐	☐	☐	☐	☐	☒
PLM POINT COUNT (400)	EPA 600	☐	☐	☐	☐	☐	☐
PLM POINT COUNT (1000)	EPA 600	☐	☐	☐	☐	☐	☐
PLM GRAV w POINT COUNT	EPA 600		☐	☐	☐	☐	☐
PLM BULK	CARB 435		☐	☐	☐	☐	☐
PCM AIR	NIOSH 7400	☐	☐	☐	☐	☐	☐
TEM AIR	EPA AHERA	☐	☐	☐	☐	☐	☐
TEM AIR	NIOSH 7402	☐	☐	☐	☐	☐	☐
TEM AIR (PCME)	ISO 10312	☐	☐	☐	☐	☐	☐
TEM AIR	ASTM 6281-15	☐	☐	☐	☐	☐	☐
TEM BULK	CHATFIELD		☐	☐	☐	☐	☐
TEM DUST WIPE	ASTM D6480-05 (2010)	☐	☐	☐	☐	☐	☐
TEM DUST MICROVAC	ASTM D5755-09 (2014)	☐	☐	☐	☐	☐	☐
TEM SOIL	ASTM D7521-16			☐	☐	☐	☐
TEM VERMICULITE	CINCINNATI METHOD			☐	☐	☐	☐
TEM QUALITTATIVE	IN-HOUSE METHOD		☐	☐	☐	☐	☐
OTHER:		☐	☐	☐	☐	☐	☐

REMARKS / SPECIAL INSTRUCTIONS: 8624-1-12

PSA = (11,12)

☒ Accept Samples
☐ Reject Samples

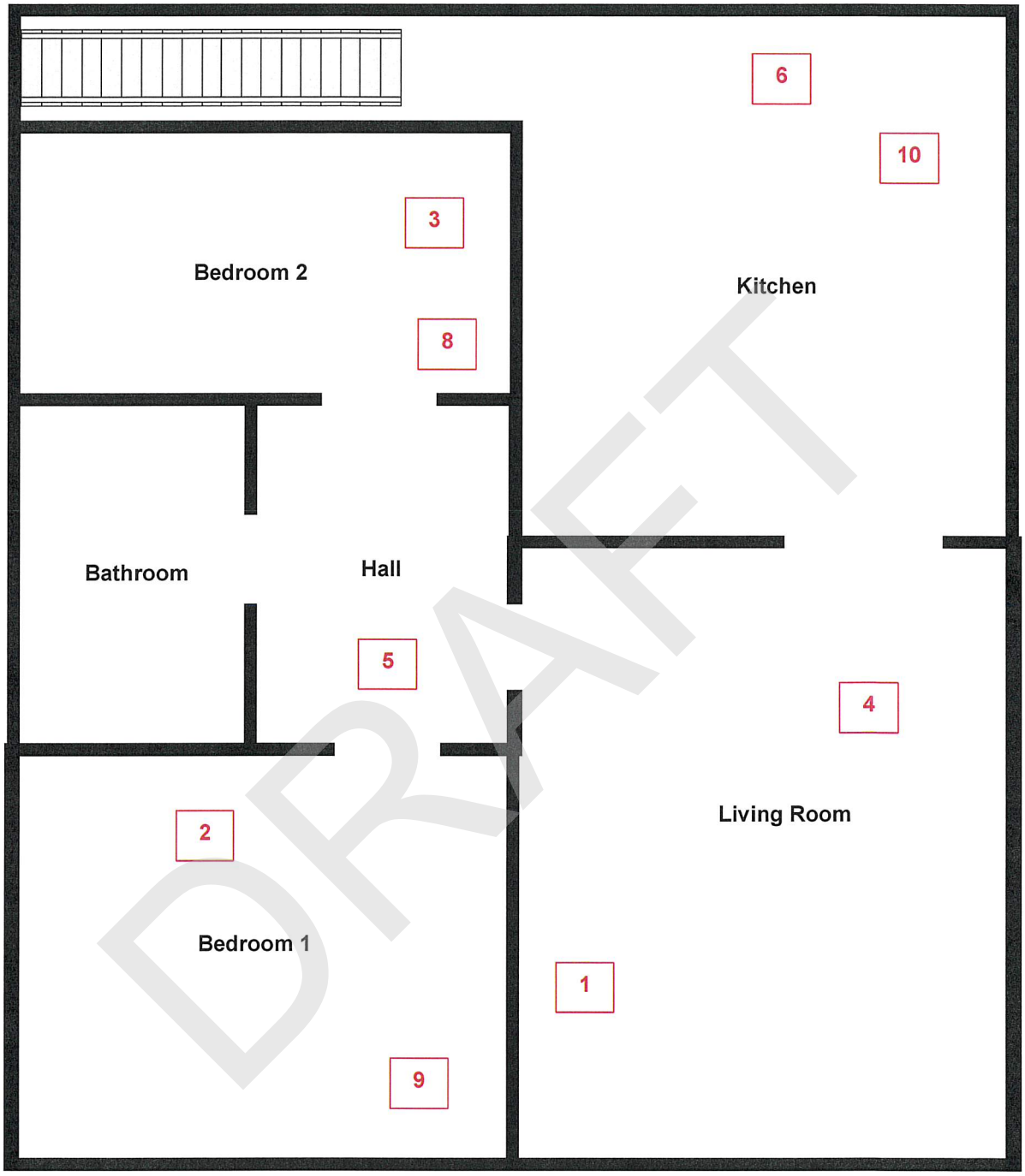
Relinquished By:	Date/Time	Received By:	Date/Time
Scott Carter	5/23/19 10 am	VK	9:20 5/24/19

Samples will be disposed of 30 days after analysis

Page ____ of ____
Version: CCOC.01.18.1/2.LD

Appendix B

Site Sketch Identifying Sample Locations



1st Floor

Property: 8624 Plainfield Road
Cincinnati, Ohio 45236

mac Paran

11

12

Attic

Property: 8624 Plainfield Road
Cincinnati, Ohio 45236

mac Paran

Appendix C

Asbestos Hazard Evaluation Specialist License

Ohio Environmental Protection Agency

John R. Kasich, Governor
Mary Taylor, Lt. Governor
Craig W. Butler, Director

May 07, 2018

William S Carter
MAC Paran Consulting
3959 Fulton Grove Rd
Cincinnati OH 45245

RE: Asbestos Hazard Evaluation Specialist
Certification Number: ES34717
Expiration Date: 06/27/2019

Dear William S Carter:

This letter and enclosed certification card approves your request to be certified as an Asbestos Hazard Evaluation Specialist. You must present your card upon request at any project site while performing duties. Copies of cards are not acceptable as proof of certification.

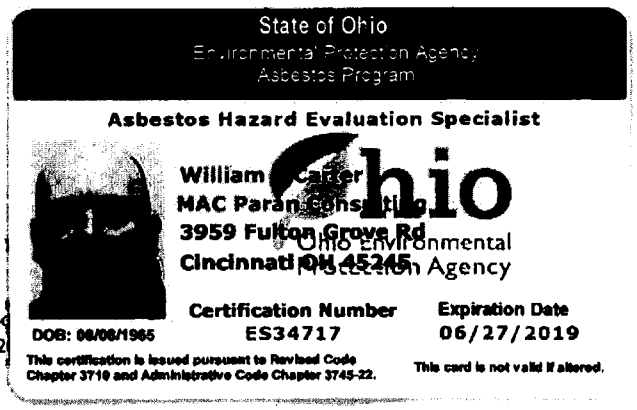
This certification may be revoked by the Director of the Environmental Protection Agency for violation of any of the requirements of 3745-22 or 3745-20 of the Ohio Administrative Code.

If you have any questions, please call 614-644-0226.

Sincerely,

Mark JS Needham

Mark Needham
Manager, Asbestos Program
Division of Air Pollution Control



Central Insulation Systems, Inc.

300 Murray Road Cincinnati, Ohio 45217 (513) 242-0600 Fax (513) 482-3717
Columbus (614) 444-4700

May 19, 2020

Sycamore Township
8540 Kenwood Road
Sycamore Township Ohio 45236
Tracy Kellums
Phone: 513-792-7257
Fax: 513-792-8564
Email: tkellums@sycamoretownship.org

Proposal # 28179

Subject: 4316 Sycamore Road

Dear Tracy,

Scope of Work
Central Insulation Systems, Inc. will provide all labor, equipment, supplies, air quality monitoring, and supervision necessary for the removal of asbestos:

- Air Cell Duct Insulation – 60 sf. laying on top of duct in basement, 64 sf. of paper duct insulation, 4 sf. on regular boot on second floor, and 60 sf. in the basement.

Items Included in Scope of Work
1. All applicable state and local taxes.
2. Disposal of all asbestos containing waste into an EPA approved sanitary landfill.
3. Workers' Compensation and General Liability Insurance.
4. One Million dollars of asbestos abatement liability insurance.

Items Not Included in Scope of Work
1. Bonding.
2. Replacement and/or repair of removed materials.
3. Final Air Clearance Testing.
4. Prevailing or Davis Bacon Wage

Conditions
1. This proposal has been figured utilizing current regulations set by the EPA, OSHA, and DOT. If for any reason these regulations should change, our proposal cost shall be adjusted accordingly.
2. Electricity and water to be provided by the owner.
3. All moveable items are to be removed from the work area(s) by others, prior to start of CIS activities.

We hereby propose to furnish material and labor, in complete accordance with the above specifications. Work described to be completed Monday through Friday, during 1st shift for the sum of:

Asbestos Abatement Project Cost: $2,632.00

We can mobilize on your site upon 14 days notice. However, due to submittal information required for federal and state regulatory agencies, a letter of intent of start date would be helpful. Additionally, due to the anticipated changes in consumable material costs, CIS will only allow a thirty (30) day timeframe for proposal acceptance.

Payment is to be made within 30 days of completion.

We appreciate your consideration of Central Insulation Systems, Inc. and are looking forward to working with you. If we can be of any service, please feel free to contact our offices at any time.

Please sign and return this proposal upon acceptance.

Sincerely,

CENTRAL INSULATION SYSTEMS, INC.

Kevin A. Conn

Kevin A. Conn
Project Manager/Estimator
kconn@centralinsulation.com

KC/hc

Accepted by:

_____

Date: _____

A monthly service charge of up to 1 1/2% will be added on all invoice balances not paid within the due date.

Central Insulation Systems, Inc.

300 Murray Road Cincinnati, Ohio 45217 (513) 242-0600 Fax (513) 482-3717
Columbus (614) 444-4700

May 19, 2020

Sycamore Township
8540 Kenwood Road
Sycamore Township Ohio 45236
Tracy Kellums
Phone: 513-792-7257
Fax: 513-792-8564
Email: tkellums@sycamoretownship.org

Proposal # 28177

Subject: 8622 Plainfield Road

Dear Tracy,

Scope of Work
Central Insulation Systems, Inc. will provide all labor, equipment, supplies, air quality monitoring, and supervision necessary for the removal of asbestos:

- Paper duct insulation – Total of 84 sf. 40sf. in dining room wall, 40 sf. in living room wall and 4 sf. in basement.

Items Included in Scope of Work
1. All applicable state and local taxes.
2. Disposal of all asbestos containing waste into an EPA approved sanitary landfill.
3. Workers' Compensation and General Liability Insurance.
4. One Million dollars of asbestos abatement liability insurance.

Items Not Included in Scope of Work
1. Bonding.
2. Replacement and/or repair of removed materials.
3. Final Air Clearance Testing.
4. Prevailing or Davis Bacon Wage

Conditions
1. This proposal has been figured utilizing current regulations set by the EPA, OSHA, and DOT. If for any reason these regulations should change, our proposal cost shall be adjusted accordingly.
2. Electricity and water to be provided by the owner.
3. All moveable items are to be removed from the work area(s) by others, prior to start of CIS activities.

We hereby propose to furnish material and labor, in complete accordance with the above specifications. Work described to be completed Monday through Friday, during 1st shift for the sum of:

Asbestos Abatement Project Cost: $2,048.00

We can mobilize on your site upon 14 days notice. However, due to submittal information required for federal and state regulatory agencies, a letter of intent of start date would be helpful. Additionally, due to the anticipated changes in consumable material costs, CIS will only allow a thirty (30) day timeframe for proposal acceptance.

Payment is to be made within 30 days of completion.

We appreciate your consideration of Central Insulation Systems, Inc. and are looking forward to working with you. If we can be of any service, please feel free to contact our offices at any time.

Please sign and return this proposal upon acceptance.

Sincerely,

CENTRAL INSULATION SYSTEMS, INC.

Kevin A. Conn

Kevin A. Conn
Project Manager/Estimator
kconn@centralinsulation.com

KC/hc

Accepted by:

_____

Date: _____

A monthly service charge of up to 1 1/2% will be added on all invoice balances not paid within the due date.

Ford Development Corporation

11148 Woodward Lane Sharonville, Ohio 45241 513/772-1521 Fax 513/772/1556

MAY 21, 2020

SYCAMORE TOWNSHIP
8540 KENWOOD ROAD
CINCINNATI, OHIO 45236

Attention: **TRACY KELLUMS**
Reference: **HOUSE DEMOLITION**

Dear Tracy,

The Ford Development Corporation proposes to furnish all necessary labor, materials and equipment to perform the following items of work on the above referenced project.

- 8622 Plainfield Road $17,000.00
- 8624 Plainfield Road $17,000.00
- 4316 Sycamore Road $17,000.00

Should all three demolitions happen simultaneously deduct $3,000.00.

We appreciate this opportunity. If you have any questions or require additional information, please give me a call.

Sincerely,

FORD DEVELOPMENT CORPORATION

Andrew J. Kloenne, P.E.
Vice President

Sycamore Township

TO: Board of Trustees

Ray Warrick, Administrator

FROM: Skylor R. Miller, ICMA-CM
Planning & Zoning Administrator

DATE: June 1, 2020

RE: Montgomery Road Master Site Plan

At the direction of Administrator Warrick, reputable firms to provide proposals for master planning the Township-owned Montgomery Road Properties.

We received proposals from McBride Dale Clarion, Woolpert, and Stewart Land Use. Each firm developed a proposal based on the same scope of work and expected deliverables. After careful consideration of each proposal and price, Staff recommends accepting Stewart Land Use's proposal for Master Plan Services.

The process will include a market analysis of the area to help direct the development of the site to its highest and best use. Three focus groups are proposed in order to receive comments from the business community, surrounding residents, and interested developers.

The market analysis will be performed first and provide a solid set of data and recommendations regarding what land use and business types might be supported by the market. The analysis will also indicate what types of business may already be at a level of saturation in the market.

Using this foundational analysis and data, we will convene focus group sessions. Each focus group may have slightly different goals, but the common thread is to educate and elicit feedback about the property and its future development potential.

The last task involves a master plan charrette interactive discussion and real time sketching. The goal of the charrette is to create a preferred master plan layout of the 7.74-acre re-development site. The final drawing will be cleaned up in the computer and will provide the developer teams with a vision of what the Township would like to work towards as a final land use mix and site layout considerations for the site. This charrette exercise is also helpful to better understand the specific opportunities and challenges facing re-development of the site. The exercise will provide a good indication of the density / square footage capacity that may be possible on this site.

A final Master Plan Due Diligence Report and Concept Plan will be the final deliverables from this project.

Sycamore Township

TO: Board of Trustees

Ray Warrick, Administrator

FROM: Skylor R. Miller, ICMA-CM
Planning & Zoning Administrator

DATE: June 1, 2020

RE: BZA Appointments

The Board of Zoning Appeals currently has 2 vacancies. Julie Glassmeyer resigned in February and last week Tom Scheve tendered his resignation. The Township notified the public in March by newsletter of the volunteer opportunity. Due to the COVID-19 Pandemic, Township Staff have not moved forward with filling alternate position. Now that 2 vacancies exist, the need is more urgent. Additionally, live meetings will resume and new members will be better supported as they learn the Board's procedures and practices.

Five members of the public responded to the notice from the Township newsletter. After discussions with members of the Township staff, I recommend that George Ten Eyck III and Tracey Hughes be appointed to the Board of Zoning Appeals to fill the unexpired terms of the vacant positions.

Both candidates have served on the Land Use Steering Committee over the last several months. Their insights and support have been valuable to the planning process and will be beneficial to the BZA.

SYMMES TOWNSHIP
HAMILTON COUNTY, OHIO

9323 UNION CEMETERY ROAD
SYMMES TOWNSHIP, OHIO 45140-9353
(513) 683-6644

RESOLUTION G-9426

Resolution to Establish Financial Committee

WHEREAS, the Board of Trustees of Symmes Township, Hamilton County, Ohio, created and established a Township Financial Advisory Task Force on April 19, 1994, pursuant to Resolution G-9420; and

WHEREAS, the Board of Trustees of Symmes Township have determined that a financial committee would be beneficial to the elected officials and residents of Symmes Township on a continuing basis; and

WHEREAS, the Board of Trustees of Symmes Township wishes to have this Task Force continue as a regular advisory committee for the Township;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Symmes Township, Hamilton County, Ohio, that a Financial Committee is hereby established as follows:

Section 1. The Committee shall be composed of eight members. Seven members, who reside in the Township, shall be appointed by the Board. One member shall be the Township Clerk who shall serve as liaison to the Board of Trustees.

Section 2. The initial appointment shall be two members for a one year term; two members for a two year term; three members for a three year term. Thereafter each member shall be appointed for a three year term.

Section 3. The committee will meet quarterly, with special meetings called at the discretion of the Board, Township Clerk, or committee quorum. All meetings shall be held in a public place and shall be in compliance with the State Open Meeting Law as set forth in ORC Section 121.22.

Section 4. The purpose of the committee shall be to analyze expenditures and revenues of the Township using past records and future projections in order to make advisory recommendations to the Board of Trustees regarding the present financial status and future financial projections of the Township, or such special projects as may be determined by the Board of Trustees or Township Clerk.

Section 5. The committee shall create its own by-laws and method of procedure. The Township shall provide secretarial and administrative support for the committee.

ADOPTED JULY 19, 1994

Vote Record: Mr. Burroughs Aye Mrs. Grossman Aye Mr. Page Aye

BOARD OF TRUSTEES:

Michael G. Burroughs, President

Joanne B. Grossman, Vice-President

Michael Page, Trustee

Attest:

John C. Borchers, Clerk

BY-LAWS
SYCAMORE TOWNSHIP FINANCE COMMITTEE

1) PURPOSE

a) The Sycamore Township Finance Committee ("STFC") shall serve as an advisory body to assist in reviewing the financial affairs of the Township, including, but not limited to, planning, analysis, and budgeting.

b) The STFC shall analyze expenditures and revenues using past records and future projections regarding the above matters and shall make its recommendations to the Board of Township Trustees ("Board"). The Board may use the recommendations in evaluating a matter.

c) The STFC may be involved in review and discussion of compliance audits, including, but not limited to: meeting with the Township's independent auditors before and after each audit, monitoring the progress of the financial and compliance audit, evaluating the results of the financial and compliance audit, and ensuring that the internal control and legal compliance issues identified in the audit are promptly and effectively remedied.

2) MEMBERSHIP

a) The STFC shall be comprised of:

i) Five (5) members, who shall be residents of the Township; and

ii) The Township Administrator, who shall not be entitled to vote.

b) All members shall be nominated by the Township Administrator and appointed by the Board.

c) Terms of membership shall be for three (3) years, except that initial appointees shall serve for periods of two or three years in order to establish rotating membership.

d) Terms shall commence at the initial meeting of STFC and expire on July 31st of the expiration year. Thereafter, new terms shall commence on August 1st of the appointment year.

e) Members may be reappointed; however, the maximum length of unbroken service of any member shall be two (2) full three (3) year terms, plus any portion of a previous partial term.

f) Resignations shall be accepted at any time, and the vacancy shall be filled by appointment of the Trustees for the remainder of the unexpired term.

g) Members may be removed by the Board at any time and for any reason, without notice, including but not limited to habitual absence from meetings or moving out of the Township.

3) OFFICERS

a) The STFC shall elect one of its members to serve as the Chair and another of its members to serve as Vice Chair.

i) Each Chair and Vice Chair shall serve a term of one (1) year and may be elected to consecutive terms; provided, however, that a member shall not serve more than five (5) consecutive terms as a Chair or Vice Chair.

ii) A Chair and Vice Chair shall be elected at the initial meeting of STFC and take office immediately. Thereafter, the Chair and Vice Chair shall be elected on August 1st, or as soon thereafter as practical, and take office immediately.

b) The Township shall provide secretarial and administrative support for the STFC.

4) DUTIES OF THE CHAIR AND VICE CHAIR

a) The Chair shall preside at all meetings, shall be entitled to vote, and shall perform all usual and customary duties of the Chair position.

b) The Vice Chair shall act in the place of the Chair at any time the Chair cannot. The Vice Chair shall further perform such other duties as may be assigned by the Chair or the STFC.

5) MEETINGS

a) The STFC shall meet from time to time at the Township Administration Building.

i) Meetings may be called at the discretion of the Board, Township Administrator, the Chair, or by a quorum of the STFC.

ii) Notice for all meetings shall be given in accordance with O.R.C. Section 121.22.

6) CONFLICT OF INTEREST

a) Any member having a financial or other personally vested interest in a particular matter shall disclose such interest, be ineligible to discuss the matter, and shall not vote on the matter.

7) COMPENSATION/REIMBURSEMENT

a) The members of the STFC shall serve without compensation.

b) The members may receive reimbursement for expenses incurred in the business of the STFC upon Board approval.

8) AMENDMENT

a) A proposed amendment to the Bylaws may be presented to the STFC at any meeting.

b) All members shall be notified in writing of the proposed change in the Bylaws prior to the meeting.

c) The vote of the STFC on any proposed amendment may be held at such meeting or any subsequent meeting.

d) Any amendment to the Bylaws shall require approval of the Board before becoming effective.