

**APPENDIX A – TECHNICAL SPECIFICATIONS
ITN 98598 MOLD REMEDIATION SERVICES**

SCOPE OF WORK

This contract is executed between JEA and the General Contractor to perform-emergency removal and disposal of all microbial contaminated materials including, but not limited to: removal, cleaning, sanitizing, demolition, or other treatment, including preventive activities, of any microbial contaminated matter of greater than 10 square feet that was not purposely grown at that location. The remediation objectives will be to remove building materials that have signs or suspicions of microbial contamination to provide a safe working and occupancy environment. Appendix B - Response Workbook represents estimated annual quantity and is to be used as a guideline and not a guarantee of work. The work will be scheduled on an as-needed basis. JEA may take action to perform all or portions of the work in house and, thereby, reduce Contractor workload and cost. The following specifications are not intended to supersede Federal, State, or local regulations to which the Contractor must comply; nor are they intended to supersede or contradict content in the contract documents between JEA and the Contractor.

GENERAL

1.1 DEFINITIONS

REGULAR HOURS

Regular hours are defined as 6:00 am – 6:00 pm, Monday – Friday. Regular hours will be billed as identified in the Response Workbook.

AFTER HOURS

After-hours is defined as outside of regular work hours, and take place from 6:01 pm – 5:59 am, Monday – Friday. After-hours will be billed as identified in the Response Workbook.

EMERGENCY SERVICES

The JEA Contract Administrator or assigned designee will specify if the call is determined to be an emergency.

Emergencies may occur outside of regular work hours, including weekends and JEA Holidays. Emergency Services will be billed at the emergency call-out rate, listed as a unit price in the Response Workbook.

JEA STANDARDS

JEA Standards are identified on JEA’s public website (www.JEA.com).

1.2 CODES AND STANDARDS

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OSHA 29 CFR 1926 – Construction Standard

OSHA 29 CFR 1910.134 – Respiratory Protection Standard

OSHA 29 CFR 1910.1200 – Hazard Communication

OSHA 29 CFR 1910.144 – Safety Color Code for Marking Physical Hazards

EPA 402-K-01-001 – Mold Remediation in Schools and Commercial Buildings

EPA 402-F-91-102 – Building Air Quality

Florida Statute 468.8411 – Definitions

Florida Statute 468.8414 – Licensing

ANSI/IICRC S520-2015 – Standard for Professional Mold Remediation

American Industrial Hygiene Association (AIHA) - AIHA IMOM08-679

National Air Duct Cleaners Association; Assessment, Cleaning and Restoration of HVAC Systems (ACR 2013) SUBMITTALS

Contractor shall deliver the following submittal items in a timely manner to the JEA Contract Administrator or assigned designee for approval.

1.3 SUBMITTALS

SUBMITTAL 01 – JEA SAFETY CERTIFICATION

The Contractor shall submit applicable safety documents and receive approval from the JEA Contract Administrator or assigned designee prior to the start of work in accordance with Section 6 of this technical specification.

SUBMITTAL 02 – MOLD REMEDIATOR CERTIFICATION

The Contractor shall submit applicable safety documents and receive approval from the JEA Contract Administrator or assigned designee Contract Administrator or assigned designee or assigned designee prior to the start of work in accordance with Section 6 of this technical specification.

SUBMITTAL 03 – QUOTES

Prior to the start or work, the Contractor shall submit quotes to the JEA Contract Administrator or assigned designee in accordance with Section [4.3.2](#) of this technical specification prior to the start of work.

SUBMITTAL 04 – PRELIMINARY, INTERMEDIATRY & FINAL ASSESSMENT REPORTS

Prior to the start or work, the Contractor shall submit Preliminary Visual Assessment Report and Microbial Remediation Plan detailing the results for the contractor’s initial assessment to the JEA Contract Administrator.

SUBMITTAL 05 – SAFETY DATA SHEET (SDS)

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Prior to the start of work, the Contractor shall submit SDS for all chemicals and other products that will be brought on site and used during this project. All chemical must be authorize by JEA Contract Administrator or assigned designee prior to the start of work.

SUBMITTAL 06 – PHOTOGRAPHS OF COMPLETION

The Contractor shall submit photographic documentation of completed work in accordance with Section [4.7.2](#) of this technical specification.

SUBMITTAL 07 – INVOICING DOCUMENTS

Following the completion of work, the Contractor shall submit invoicing documents in accordance with Section [1.6](#) of this technical specification.

1.4 CONTRACTOR QUALIFICATIONS

- 1.4.1 Contractor shall possess a valid Certified General Contractor or a Certified Building Contractor License issued by the State of Florida.
- 1.4.2 Contractor shall also possess a current business license issued by the City of Jacksonville/Duval County.
- 1.4.3 The contractor performing the mold remediation activities will have an on-site project manager or supervisor that is a Florida Licensed Mold Remediator pursuant to Chapter 61-31 Florida Administrative Code (FAC) and Florida Statute 468.8413. Qualified supervisor must be onsite whenever active remediation is being performed. Set-up activities may be performed without supervisor present; qualified supervisor must review set-up prior to start of work.
- 1.4.4 Contractor shall meet all minimum qualifications as identified in JEA solicitation documents.
- 1.4.5 Contractor will self-perform the work. Subcontracting of remediation work will not be permitted.

1.5 QUALITY ASSURANCE

- 1.5.1 Contractor shall ensure that all work is to JEA standards. It is the contractor's responsibility to review JEA standards for applicable work. Contractor shall be aware of all JEA Standards that apply to the tasks executed by the Contractor. Standards are available to the public on JEA's website, https://www.jea.com/About/Procurement/Become_a_Vendor/Contractor_Safety/Contractor_Safety_Manual.aspx
- 1.5.2 On all installations and repairs, the Contractor shall confirm that the installation and/or repairs comply with accepted practice as specified in the most update versions of the Florida Building Code. The Contractor shall apply all applicable ASTM standards.
- 1.5.3 Work that does not conform to expected levels of craftsmanship or the specifications shall be redone at Contractor's expense.
- 1.5.4 The Contractor shall be in possession of a valid General Contractor Certification. Any worker employed by the Contractor, who exhibits inadequate experience and knowledge or is incapable in his/her field, shall be removed from the work site at the discretion of the JEA Contract Administrator.

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1.5.5 JEA reserves the right to add and/or delete quantities, as required. Pricing for added quantities will be set at pricing found within the Response Workbook. JEA may take action to perform work in house and, thereby, reduce contractor workload.

1.6 INVOICES

- 1.6.1 Invoices shall be submitted no later than 30 days after the service is provided.
- 1.6.2 The Contractor shall submit invoicing documents annotated on the contractor's letterhead. The invoice (containing company name and address) shall include JEA purchase order and work order numbers (if applicable).
- 1.6.3 The Contractor shall include the following information on the invoice: date of service, location, description of service provided, amount payable, JSEB forms (if applicable), and detailed unit cost for parts and labor including work order number, manufacturer's parts number (if applicable), unit and quantity.
- 1.6.4 Invoices shall include breakdown for each room where work was performed. The following information must be included: room layout, unit measures per room, numbered photos of work completed with description (if applicable) and grand total areas.
- 1.6.5 A copy of each quote and excel spreadsheet, tracking parts and labor (see Section [4.3.3](#) and [4.3.4](#)) should be attached to the invoice.
- 1.6.6 Contractor shall ensure that unit prices and unit counts must be indicated on the invoice, as well as part numbers, product, and labor description.
- 1.6.7 The Contractor purchase receipts must be attached to the invoice in order to document the price paid for any parts and materials mark-up calculation.
- 1.6.8 Contractor's invoice shall be based on actual hours and quantities for work performed. Only time on job-site shall be invoiced.
- 1.6.9 Any invoice that omits the required information will be rejected and not paid until a corrected invoice is submitted.
- 1.6.10 Contractor's invoiced pricing must agree with the contract bid pricing established in the agreement between the Contractor and JEA. If there is a change in the scope of work, Contractor must re-submit quote.
- 1.6.11 The administrative cost, profit, travel time, and other indirect contractor costs will not be permitted as separate billable costs. These costs must be included in the bid price provided by the Contractor in the Response Workbook.

1.7 DELIVERY, STORAGE, AND HANDLING

- 1.7.1 The Contractor must dispose of all waste generated as a result of the contract at an officially permitted location. Any fees and/or charges associated with this disposal should be included in bid price of work. JEA will not pay additional charges/fees for waste disposal.
- 1.7.2 Keep the site and work area free from accumulations of dust, waste materials, or rubbish caused by Contractor operations and free from any flammable materials or other sources of fire hazard. Remove all waste materials and rubbish from and about the work site in strict accordance with the specifications and applicable codes and regulations.
- 1.7.3 The Contractor shall prevent access by the public to materials, tools, and equipment during the course of the work.

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1.8 SAFETY

- 1.8.1 The Contractor shall become JEA Safety Qualified prior to beginning actual work at JEA. All employees of the Contractor, including Project Managers, who perform work on JEA property, shall be JEA Safety Qualified. Supervisors may be required to have additional training. Specific training may be required to work at certain job sites (i.e: substations). Contractor is responsible for ensuring ALL personnel have received the appropriate training prior to beginning work.
- 1.8.2 The Contractor shall familiarize all workers with all fire and safety regulations recommended by OSHA and other industry or local governmental groups at the Federal, State, and local levels.
- 1.8.3 Contractor shall maintain a safe work environment at all times.
- 1.8.4 The Contractor shall also adhere to current JEA Safety and Training regulations at all times.
- 1.8.5 Contract workers are required to wear proper Personal Protective Equipment (PPE). PPE minimums include safety footwear with steel toes, hard hat and safety glasses. Hearing protection is required while operating machinery or equipment. Ripped jeans, shorts, tennis shoes, sleeveless shirts, and shirts with offensive logos or messages are not permitted.
- 1.8.6 The Contractor shall keep the work area free from accumulation of waste materials or rubbish.
- 1.8.7 The nature of work (cutting, sanding and general work) to be performed may produce heat, smoke, steam, dust or vapors, which may result in the activation of an alarm. To avoid Contractor caused alarms, the Contractor shall notify the JEA Contract Administrator, whom will issue a hot work permit (permit valid for one (1) day only) before any procedure. After such procedures are concluded, Contractor shall notify the JEA Contract Administrator or assigned designee who will inspect, and re-arm the alarm system.
- 1.8.8 If the Contractor’s negligence results in a release of a Clean Agent (i.e. FM 200), the Contractor shall be responsible for all costs incurred to refill and restore the fire suppression system.

1.9 SECURITY REQUIREMENTS

- 1.9.1 The Company shall complete a Seven (7) Year Background Check for each employee assigned to work at any JEA site at no additional cost to JEA. Each background check shall be performed through First Coast Security through which JEA has obtained pricing of \$70.00 per background check. In the event of a price increase, JEA will either pay the surplus amount in excess of \$70.00 per background check, or at its discretion, source an alternative provider to complete the Seven (7) Year Background Check for an amount not to exceed \$70.00. First Coast Security shall review each background check for “Meets Requirements/Does Not Meet Requirements” determinations based on Florida statutes. Any Company employee with a “Does Not Meet” determination shall be disqualified for JEA service.

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- 1.9.2 Assigned Company personnel shall be issued JEA badges and access to non-occupied areas. This badging process will require background checks (see Section above) and mandatory training. Badges must be visible at all times while on JEA Property.
- 1.9.3 Background checks and mandatory training may be required (during work hours) for entry to North American Electric Reliability Corporation (NERC) regulated spaces.
- 1.9.4 The Company should allow two (2) weeks for background checks and badge processing.
- 1.9.5 The Contractor shall ensure employees obtain background checks, training, and active badge status prior to the start of work.
- 1.9.6 JEA issued security badges will become deactivated after 90 days of non-activity. It is the Contractor's responsibility to ensure all employees have active badges prior to commencement of work.
- 1.9.7 Contractors shall check in and check out with the JEA Contract Administrator or assigned designee daily.
- 1.9.8 Contractor shall wear uniforms/t-shirts displaying company logo whenever working for JEA.
- 1.9.9 The contractor will provide a list of all personnel, which will be entering the facility to do remediation work, to the contract administrator. The contractor shall maintain a logbook documenting entry into and out of the regulated work area. The contractor shall not allow unauthorized personnel access to the site.

1.10 ENVIRONMENTAL REQUIREMENTS

- 1.10.1 The Contractor shall conform to environmental regulations of public agencies, including local, state and Federal jurisdiction.
- 1.10.2 Contractor shall be accountable for timely clean-up and remediation associated with any contaminant spills, accidental or otherwise.

1.11 WARRANTY

- 1.11.1 The Contractor shall warrant workmanship for one (1) calendar year from the substantial completion date.
- 1.11.2 If mold returns to a remediated area within one year, Contractor shall return for a full treatment of the area at no additional cost to JEA.
- 1.11.3 Contractor is responsible for workmanship error related to their installation of the part.
- 1.11.4 The Contractor upon successful completion of work shall extend the manufacturer warranty on all parts to JEA.

PARTS AND PRODUCTS

1.12 APPROVAL

- 1.12.1 JEA Contract Administrator or assigned designee shall approve all parts and products prior to use by the Contractor.
- 1.12.2 All parts and materials shall be new unless refurbished is specifically called for by JEA.

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1.12.3 JEA reserves the right to purchase parts and material from other dealers and/or parts warehouses, if advantageous to JEA. JEA will then turn the parts over to Contractor's service technicians to install.

1.13 MARKUP

- 1.13.1 Any parts or equipment purchased shall be at manufacturer's published list prices plus the mark-up percentage stated in the bid form. For example, if the mark-up stated on the bid form is 5% and the purchase price is \$100, JEA will pay the Contractor \$105 for that part.
- 1.13.2 Receipt from parts purchase must be attached to invoice to document price paid or charge will be rejected.
- 1.13.3 JEA will provide payment of mark-up for parts and equipment or material that is not shown in the bid amount. If the part or product is itemized on the Response Workbook, JEA will not provide mark-up costs.
- 1.13.4 Part numbers must be included in the invoice.

1.14 PRODUCTS

- 1.14.1 Contractor shall only use Disinfectants, Biocides, Sanitizing solutions and Fungicidal agents approved by EPA. Products must be EPA Registered for the use detailed in the Microbial Remediation Plan and used in accordance with the manufacturer's specifications.
- 1.14.2 Biocides shall not be used as a substitute for physical removal of contaminated material.
- 1.14.3 All products shall be used in accordance with safety regulations.

1.15 HAZARD COMMUNICATION

- 1.15.1 Should the Contractor encounter any hazardous materials, notify the Contract Administrator or assigned designee immediately for direction.
- 1.15.2 Contractor shall post Warning signs to identify hazards that might exist on the job site and should list emergency contact information: the remediation company name, remediation company address, 24-hour emergency contact number and name of project supervisor.
- 1.15.3 When warning signs are posted, they shall be printed with the date they were posted and the approximate date they are expected to be taken down or reassigned.
- 1.15.4 Contractor shall ensure that all signs, equipment, machinery, and hazards are marked or painted to identify the hazard. The colors and markings used shall conform to OSHA regulations specified at 29 CFR 1910.144 (Safety Color Code for Marking Physical Hazards), and other State and Local statutes as applicable.

MATERIALS AND EQUIPMENT

1.16 MATERIALS

- 1.16.1 Contractor shall store all materials subject to damage off the ground. Materials shall be place away from wet or damp surfaces to prevent damage or contamination.

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- 1.16.2 Contractor shall store replacement materials outside of the work area until remediation is completed.
- 1.16.3 Damage or previously used materials shall not be used and shall be removed from the worksite and disposed properly.
- 1.16.4 Contractor shall use Polyethylene sheeting on floors, walls, stationary objects and shall be of a minimum of 6 mil thickness.
- 1.16.5 Polyethylene sheeting used shall be clear or black color.
- 1.16.6 Disposal bags shall be of clear, 6 mil polyethylene.

1.17 EQUIPMENT

- 1.17.1 HEPA machines utilized shall be certified and tested before the start of work.
- 1.17.2 Contractor shall provide to employees Personal respiratory protection at no additional cost to JEA.
- 1.17.3 At a minimum, personnel conducting remediation or removal of mold contaminated materials shall wear a tight fitting half-face respirator equipped with a P-100 HEPA filter.
- 1.17.4 Contractor shall provide Non-skid footwear to all abatement personnel.
- 1.17.5 Disposable clothing shall be adequately sealed to the footwear to prevent body contamination.
- 1.17.6 Contractor shall supply disposable rags, sponges, mops, rubber or plastic dustpans for decontamination work area at no additional cost to JEA.

EXECUTION

4.1 GENERAL MOLD REMEDIATION REQUIREMENTS

- 4.1.1 Sub-contracting will not be allowed and the Company shall be responsible for satisfactory results.
- 4.1.2 The Contractor shall obtain all permits required by local agencies and pay all fees, which may be required for the performance of the work and removal/disposal of hazardous materials. Bid prices should include this cost.
- 4.1.3 Contractor shall verify existing conditions and dimensions prior to starting work. Any discrepancies must be brought to the attention of the JEA Contract Administrator. It is the Contractor's responsibility to remove and/or provide additional items as required to comply with the contract documents.
- 4.1.4 Workers must wear respirators and other PPE as outlined in the microbial remediation plan when installing critical barriers where microbial contaminated surfaces (walls or surfaces with visible settled dusts) are likely to be disturbed.
- 4.1.5 Remediation schedules are to be provided by the Contractor or assigned designee and agreed to by all parties before work proceeds. Changes in the schedule shall be coordinated through the JEA Contract Administrator.
- 4.1.6 Contractor shall provide any and all dust curtains, temporary partitions, walk-off mats or any other barricade or process necessary to keep site clean.

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- 4.1.7 Job sites are to be kept clean at all times. Contractor shall supply necessary cleaning products. In office environments, site shall be vacuumed at the end of work each day and at the end of the job. In field environments, areas shall be kept broom-clean.
- 4.1.8 All work shall meet or exceed applicable building codes.
- 4.1.9 All doors, lids, and gates shall be locked and secured at all times when unattended.
- 4.1.10 Parking is the responsibility of the Contractor, however, requests may be made to the Contract Administrator or assigned designee to park on JEA property, and shall be granted/denied at the sole discretion of the Contract Administrator or assigned designee.

4.2 RESPONSE TIME

- 4.2.1 JEA will be a priority for services. The Contractor must respond the Contract Administrator's call or email request for service within thirty (30) minutes and must be on site within two (2) hours on a daily basis, which includes after hours and holidays. There shall be no pay for travel time or travel mileage.
- 4.2.2 Non-emergency services may be requested by the JEA Contract Administrator or assigned designee during regular work hours (6:00 am – 6:00 pm, Monday – Friday). Contractor must be on site within two (2) hours of notification.
- 4.2.3 Non-emergency services may also be requested outside of regular work hours (6:01 pm – 5:59 am, Monday – Friday, and billed at the after-hours rate as designated in the Response Workbook.
- 4.2.4 Emergency services may be requested by the JEA Contract Administrator or assigned designee (or his/her designee). The JEA Contract Administrator or assigned designee will specify if the call is determined to be an emergency.
- 4.2.5 Emergencies may occur outside of regular work hours, including weekends and JEA Holidays and will be billed at the emergency call-out rate, listed as a unit price in the Response Workbook. Contractor must be on site within one (1) hour after initial contact. If the Contractor fails to respond within the one (1)-hour timeline, service will be billed at the non-emergency rate.
- 4.2.6 Contractor will perform necessary repairs discovered during routine maintenance only after written and verbal authorization from the designated JEA Contract Administrator or assigned designee (or his/her designee) in Facilities Operations and Maintenance.
- 4.2.7 Contractor will provide JEA with a cost and time estimate to complete the repairs prior to JEA approval. This estimate must be at the unit prices as bid. Contractor shall track these repairs on an Excel spreadsheet and email to the JEA Contract Administrator or assigned designee within thirty (30) days after completion.
- 4.2.8 In anticipation of a weather event where damage to JEA facilities could occur, the Contractor will take steps to ensure that JEA will be a priority for after-event repairs and that adequate staffing coverage will be available. JEA considers adequate to consist of at least one crew of one (1) supervisor and one additional worker available for necessary repairs.

4.3 PREPARATORY WORK

- 4.3.1 Preliminary Mold assessment Testing will be performed by a third party Certified Industrial Hygienist.

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- 4.3.2 Contractor must receive verbal and written agreement from JEA Contract Administrator or assigned designee prior to commencement of remediation activities.
- 4.3.3 Contractor will provide JEA with a cost and time estimate to complete the repairs prior to JEA approval. Estimate must be on Company’s letterhead and must match prices per Response Workbook.
- 4.3.4 Contractor shall track these parts, materials and labor on an Excel spreadsheet and email it to the JEA Contract Administrator or assigned designee with the invoices. Example of this spreadsheet is attached as Appendix C – Mold Remediation Services Monthly Invoice Spreadsheet. Please reference Section [1.6](#) Invoicing.
- 4.3.5 Upon completion of work, a copy of each quote and detail of work completed will be submitted with the Contractor’s invoice and shall include the date of service, location, and description of service provided and detailed estimate for parts and labor including work order number, manufacturer’s parts number, unit and quantity. Where unit price for equipment or material is not shown in the bid amount, mark-up price in bid will be utilized.

4.4 PREPARATION FOR MOLD REMEDIATION

- 4.4.1 Provide level of containment and PPE required for the remediation based on the Microbial Remediation Plan.
- 4.4.2 Install equipment needed for removal work in the containment area to minimize egress during demolition.
- 4.4.3 Contractor must perform “Visual,” Thermographic,” and Moisture Meter” Inspection.
- 4.4.4 Install polyethylene barriers to isolate the areas to be remediated.
- 4.4.5 Construct containment barriers. Existing walls can be used as a portion of the containment barriers if existing openings in walls (such as doors, wall openings, vents) are sealed using 0.15 mill - 6 mil polyethylene.
- 4.4.6 Install the Air Filtration Units (AFU) and dehumidifiers.
- 4.4.7 Maintain protection for finished floors through all construction activities.
- 4.4.8 Seal supply, return, and exhaust openings with 0.15 mill - 6 mil polyethylene sheeting and protect intakes to air handling units. Air handling units are to remain off.
- 4.4.9 Install all equipment needed for removal work in the containment area to minimize.

4.5 REMOVAL PROCEDURES

- 4.5.1 Remove undamaged items and materials to be cleaned and salvaged from the work area. Store materials in an area with relative humidity maintained below 60 percent and where temperatures will not damage the material. Notify Contract Administrator or assigned designee of existing damage to items prior to removal.
- 4.5.2 Remove carpet that has remained wet for 48-hours or longer (AIHA IMOM08-679). If carpet has dried out, lightly mist before removal.
- 4.5.3 Remove wallboard that has remained wet for 48-hours or longer (AIHA IMOM08-679), or has visible mold growth. Where removal of GWB exposes insulation, remove the insulation. Lightly mist all contaminated materials before removal.

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- 4.5.4 Drywall and plaster with evidence of mold will be removed, placed into 6 mil polyethylene bags for proper disposal. Impacted drywall will be removed at least 2' before the impacted area.
- 4.5.5 Remove ceiling tile that has remained wet for 48-hours or longer, or has visible mold growth (AIHA IMOM08-679).
- 4.5.6 JEA reserves the right at any time to take action to perform the work in house.

4.6 DUCT AND HVAC SYSTEM CLEANING

- 4.6.1 Follow requirements of the NADCA ACR "Standard for Assessment, Cleaning, and Restoration of HVAC Systems."
- 4.6.2 Disable all HVAC units and exhaust fans in the area to be remediated.
- 4.6.3 Affected drywall around the ductwork will be removed and the ductwork will be thoroughly cleaned.
- 4.6.4 Construct a limited containment around equipment to be cleaned. Provide appropriate PPE for workers.
- 4.6.5 Remove filters. Seal filters in 0.15 millimeter 6 mil (IHFOM, CH 13, Sec. 3) poly bags for disposal.
- 4.6.6 Disassemble units as necessary to clean components. Contractor is responsible for correctly reassembling equipment after cleaning.
- 4.6.7 HEPA vacuum all surfaces.
- 4.6.8 Final clearance of HVAC and duct system will be based on a visual assessment (no visible dust, no visible mold). If HVAC fails final clearance inspection, additional corrective actions taken by the contractor will be at no additional cost to JEA.
- 4.6.9 JEA reserves the right at any time to take action to perform the work in house.

4.7 PROJECT COMPLETION

- 4.7.1 Contractor shall remove all debris, demolished items, and construction waste, including the proper and legal disposing of such. At the completion of the work, the building interior, exterior and landscaping, where affected by Contractor work, shall be restored.
- 4.7.2 Contractor shall provide the JEA Contract Administrator or assigned designee required photographic documentation of completed work.
- 4.7.3 Prior to leaving the site, the contractor shall contact JEA Contract Administrator, or designee to confirm completion of work activities. Unless otherwise instructed by the JEA Contract Administrator, Contractor must fully exit JEA property following completion of work.

4.8 CLEAN-UP AND DISPOSAL

- 4.8.1 Contractor must dispose contaminated bagged waste materials removed during this remediation as general construction debris at no additional cost to JEA.
- 4.8.2 Contractor shall follow all applicable local, State, and Federal requirements for the disposal of this material.
- 4.8.3 Contractor shall place waste, as waste is removed, into a disposal container promptly. Disposal containers must consist of at a minimum, two layers of clear 0.15-millimeter 6 mil (IHFOM, CH 13, section 3) polyethylene bags. Tape bags in a gooseneck fashion to

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form an airtight seal and label appropriately. Bag waste from vacuums equipped with HEPA filters in 0.15 millimeter 6 mil (IHFOM, CH 13, section 3) polyethylene bags.

4.9 CLEARANCE TESTING

- 4.9.1 The work area must be free of visible mold, mold damaged materials, and accumulation of dust as determined by visual examination, in each remediated area in order to determine whether the mold contamination has been remediated.
- 4.9.2 The inspection will be performed by a third party Certified Industrial Hygienist of JEA's choice and expense.
- 4.9.3 The third party certified Industrial Hygienist would determine the need for post-remediation air sampling.
- 4.9.4 Sampling will be performed only after the remediation area has passed a thorough visual inspection and before the containment, barriers are removed.
- 4.9.5 Airborne concentrations of mold spores within the work area must not exceed outdoor concentrations.
- 4.9.6 Following the post-mold remediation inspection, Contractor must provide a Mold inspection report.
- 4.9.7 Failed remediation areas will be re-cleaned by the Contractor at no additional cost to JEA.
- 4.9.8 Third and any subsequent rounds of air collection and analysis costs from failed remediation areas will be at the expense of the contractor.

4.10 AD HOC OR URGENT SERVICES REQUIRED

- 4.10.1 Some additional services may be required annually or on a one-time basis which require special attention/handling. It is anticipated that, from time to time, JEA may require completion of specific work with less than a normal amount of lead-time for the Company. JEA understands that this may create inconveniences for the Company and will, therefore, compensate the Company with payment mark-up as priced in the Response Workbook, Section IV.
- 4.10.2 The items found in section IV are to be used for informational purposes. The associated cost will not be reflected in the overall contract price. Should the need arise, the pricing below will be used and invoicing related to these services will impact the contract.

4.11 VENDOR PERFORMANCE EVALUATION

- 4.11.1 JEA will utilize Vendor Performance Evaluation Scorecards as described in "Solicitation Document" and in "Appendix C – Vendor Performance Scorecard" to monitor Company performance on a quarterly basis.
- 4.11.2 JEA requires a minimum performance level as detailed in the Vendor Performance Scorecard. For any performance below the minimum, remedial action will be required to improve Company's performance level, or the company may be default of its contract.

**APPENDIX B - MINIMUM QUALIFICATION FORM
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GENERAL

THE MINIMUM QUALIFICATIONS SHALL BE SUBMITTED ON THIS FORM. IN ORDER TO BE CONSIDERED A QUALIFIED BIDDER BY JEA YOU MUST MEET THE MINIMUM QUALIFICATIONS LISTED BELOW, AND BE ABLE TO PROVIDE ALL THE SERVICES LISTED IN THIS SOLICITATION/TECHNICAL SPECIFICATION.

THE PROPOSER MUST COMPLETE THE BIDDER INFORMATION SECTION BELOW AND PROVIDE ANY OTHER INFORMATION OR REFERENCE REQUESTED. THE BIDDER MUST ALSO PROVIDE ANY ATTACHMENTS REQUESTED WITH THIS MINIMUM QUALIFICATIONS FORM.

THE BIDDER SHALL SUBMIT ALL OF THE REQUIRED PROPOSAL FORMS ELECTRONICALLY TO SHEREA HARPER AT HARPSB@JEA.COM.

BIDDER INFORMATION

COMPANY NAME: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

FAX: _____

E-MAIL: _____

PRINT NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

TITLE OF AUTHORIZED REPRESENTATIVE: _____

MINIMUM QUALIFICATIONS:

Respondent shall meet the following Minimum Qualifications to be considered eligible to submit a Response to this ITN. A Respondent not meeting all of the following criteria may have their Response rejected:

- The Respondent's office that handles this contract must have a physical address in Duval County, Florida. Provide the office address on Appendix B Minimum Qualification form.
- The Respondent's company shall have successfully completed work for two (2) similar client references totaling at least \$75,000.00 for each reference during the last three (3) years ending on December 1, 2019.

Similar work is defined as mold remediation services including, but not limited to: removal, cleaning, sanitizing, demolition, or other treatment, including preventive activities, of mold or mold-contaminated matter of greater than 10 square feet that was not purposely grown at that location.

**APPENDIX B - MINIMUM QUALIFICATION FORM
ITN 98598 MOLD REMEDIATION SERVICES**

Please provide the reference verification information requested below.

1. REFERENCE

Reference Name _____

Reference Phone Number _____

Reference Company Name _____

Address of Work _____

Reference E-Mail Address _____

Dates of Work/\$ Amount _____

Description of Work _____

2. REFERENCE

Reference Name _____

Reference Phone Number _____

Reference Company Name _____

Address of Work _____

Reference E-Mail Address _____

Dates of Work/\$ Amount _____

Description of Work _____

**APPENDIX B - RESPONSE FORM
ITN 98598 MOLD REMEDIATION SERVICES**

RESPONDENT INFORMATION:

COMPANY NAME: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

FAX: _____

NAME & EMAIL OF CONTACT: _____

WEBSITE: _____

RESPONDENT MUST COMPLETE THE FOLLOWING INFORMATION AND RETURN THIS FORM VIA EMAIL TO SHEREA HARPER AT HARPSB@JEA.COM.

QUOTATION OF RATES (100 Points)

Respondent shall provide a one (1) year total cost and a three (3) year amount transferred from Appendix B Response Workbook. The total provided shall be in accordance with the Technical Specifications located in Appendix A. The lump sum price submitted by the Respondent shall include one (1) year total cost for Sections I, II, III, V and VI located in Appendix B Response Workbook.

Please note, the total cost quoted by the Respondent must be firm prices, and not an estimate. ANY MODIFICATIONS, EXCEPTIONS, OR OBJECTIONS CONTAINED WITHIN THE RESPONSE FORM MAY SUBJECT THE RESPONSE TO DISQUALIFICATION.

One (1) Year Total Cost (Sections I, II, III, V and VI) \$ _____

Total Three (3) Year Cost (Transferred from Appendix B Response Workbook) \$ _____

____ I have read and understood the Sunshine Law/Public Records clauses contained within this solicitation. I understand that in the absence of a redacted copy my proposal will be disclosed to the public "as-is".

Respondent's Certification

By submitting this Response, the Respondent certifies (1) that it has read and reviewed all of the documents pertaining to this ITN and agrees to abide by the terms and conditions set forth therein, (2) that the person signing below is an authorized representative of the Respondent, and (3) that the Respondent is legally authorized to do business and maintains an active status in the State of Florida. The Respondent certifies that its recent, current, and projected workload will not interfere with the Respondent's ability to work in a professional, diligent and timely manner.

APPENDIX B - RESPONSE FORM
ITN 98598 MOLD REMEDIATION SERVICES

The Respondent certifies, under penalty of perjury, that it holds all licenses, permits, certifications, insurances, bonds, and other credentials required by law, contract or practice to perform the Work. The Respondent also certifies that, upon the prospect of any change in the status of applicable licenses, permits, certifications, insurances, bonds or other credentials, the Respondent shall immediately notify JEA of status change.

We have received addenda _____ through _____

Signature of Authorized Officer of Respondent or Agent

Date

Printed Name & Title

Phone Number