



SCOPE OF WORK

PREPARED BY

Eric Milner
Project Coordinator
03/24/20

PREPARED FOR

Larry Ewing
Manager of Facility Maintenance
City of Mesquite

Florence Recreation Center
2501 Whitson Way
Mesquite, TX 75150

Choice Partners Contract No.

CSP18/029JN

Buy Board Contract No.

General Disaster Recovery and Restoration Services
Proposal No. 591-19

OVERVIEW – Protocol I Preventative Cleaning

The Information below is information from the Centers for Disease Control and Prevention (CDC). These are the most current recommendations and information from the CDC website as of March 5, 2020. Currently there are not any specific OSHA recommendations for COVID-19. Blackmon Mooring & BMS CAT (BMS) will follow recommendations for OSHA recommendations MERS-CoV.

According to the World Health Organization (WHO), coronavirus is a family of viruses that cause illnesses ranging from the common cold to more severe diseases. Common signs of infection include headache, fever, cough, sore throat, runny nose and breathing difficulties. In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death. Individuals who are elderly or pregnant, and anyone with preexisting medical conditions are at the greatest risk of becoming seriously ill from coronaviruses.

COVID-19 can spread between people through their respiratory secretions, especially when they cough or sneeze. According to the Centers for Disease Control and Prevention (CDC), the spread of COVID-19 from person-to-person most likely occurs among close contacts who are within about 6 feet of each other. It's unclear at this time if a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose or eyes.

The COVID-19 virus spread can be prevented by hand washing often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

It is recommended that employers should perform environmental cleaning routinely for all frequently touched surfaces in the workplace, such as workstations, countertops and doorknobs and other common "touch points".

As it is impossible to remove all contaminants from a given environment, it is the goal of the cleaning program to remove as many of the contaminating particles as possible. Therefore, BMS makes no warranty or guarantee as to the level of contaminant reduction or of any future re-exposure to the cleaned areas after the work is performed.

INTRODUCTION

On March 23, 2020, Eric Milner with BMS participated in an introductory meeting with Larry Ewing and Rob Duff of City of Mesquite. From that conversation, BMS learned of a potential exposure to Coronavirus (COVID-19) at Florence Recreation Center located at 2501 Whitson Way, Mesquite, TX 75150.

A discussion in regards to the general scope of work was agreed upon, which is listed below. BMS did not access the area prior to this scope being discussed.

SCOPE OF WORK

This scope of work is for when there is no reason to suspect that anyone infected with COVID-19 has come into contact with anyone in the facility. Cleaning is being performed for preventative measure only.

As it is impossible to remove all contaminants from a given environment, the goal of the cleaning program is to remove as many of the contaminating particles as possible. Thus, the first step in the cleaning process should be to remove contaminants from heavily soiled surfaces using appropriate cleaning methods – starting from the cleanest part of the room to the dirtiest part of the room.

The second step is to disinfect the area of concern. The cleaning process should include wet wiping of non-porous surfaces with an EPA registered disinfectant that is effective against the human coronavirus. Manufacturers labels will be followed for the specific disinfectant being used. In general, the disinfectant will be applied on hard inanimate, non-porous surfaces by thoroughly wetting surface with a cloth, mop, sponge or sprayer. Treated surfaces must remain wet for 10 minutes for product to be effective. After 10 minutes of adequate dwell time, the excess disinfectant will be wiped away and the surface cleaned. Safety Data Sheet (SDS) will be provided upon request.

It is feasible to list all imaginable areas that a person could touch in every room, but the most common ones would include:

- Entrances and Walkways – clean door handles, door push bars, locks, buzzers, speaker buttons, railings and counter tops, desk tops, cabinets, etc.
- Common areas and Public Gathering Spaces – clean all non-porous horizontal surfaces and touch points.
- Bathrooms – clean non-porous surfaces below 8 feet and down. This items may include tile or FRP walls, partitions and horizontal surfaces. More common surfaces would include toilets, sinks, countertops, dispensers, cabinet faces and door pulls, and other non-porous surfaces.

- Breakrooms – clean non-porous horizontal surfaces and touch points 8 feet and down. This may include sinks, countertops, cabinet faces and door pulls, non-porous chairs, tables and other inanimate surfaces.
- Fitness Room – clean non-porous horizontal surfaces, equipment and touch points. This may include sinks, countertops, cabinet faces and door pulls, non-porous chairs, tables and other inanimate surfaces.
- Classrooms and Community Room – clean non-porous horizontal surfaces, equipment and touch points. This may include sinks, countertops, cabinet faces and door pulls, non-porous chairs, tables and other inanimate surfaces.
- Temporary Shower Trailer – clean non-porous surfaces below 8 feet and down. This may include tile or FRP walls, partitions and horizontal surfaces. More common surfaces would include showers, toilets, sinks, countertops, dispensers, cabinet faces and door pulls, and other non-porous surfaces.

Non-porous floor surfaces will be treated with an EPA registered biocide and the allowed a 10-minute dwell time to disinfect the floor. The surface will be wet mopped to remove any residual residue.

Currently there is no CDC recommendations on cleaning carpeting or other porous flooring surfaces. At a minimum, it is recommended that carpeting should be disinfected by initially spraying the carpet with an EPA-registered biocide, and allowing 10 minutes of dwell time. After 10 minutes, a high temperature hot water extraction process will be utilized in a left to right fashion throughout the space.

Personal office spaces will not be addressed as part of this scope of work.

FINAL CLEAN/PROJECT CLOSE OUT

Upon completion, BMS will conduct an internal assessment and determine that the area is completed according to scope of work. BMS will then contact a representative from the facility to inspect the area, and then designate the area as completed. Upon finalization of the Scope of Work, BMS will obtain a Statement of Work Complete signature, indicating that the project has been completed to the satisfaction of City of Mesquite and/or their representative.

SCHEDULE & MANPOWER

In order to complete this work in a timely fashion, BMS will provide crews as needed to expedite the work as needed to complete the scope of work. The various work areas will be scheduled with management, and logically sequenced based on the needs of the facility. BMS will provide up to one Project Manager, 2 General Restoration Supervisors and 6-8 General Cleaning Laborers per day, as needed, to complete the work within the scheduled time and budget.

HEALTH & SAFETY

Safety is the most important aspect of any project. BMS will conduct safety meetings at the beginning of each shift. All work will be performed in a manner that adheres to Federal OSHA regulations.

Personal Protective Equipment (PPE) will include latex gloves and safety glasses. Adequate hand washing should be performed as frequently as possible and employees should avoid touching their face.

WASTE DISPOSAL

PPE and disposable cleaning supplies should be disposed of in sealed (goose necked/taped) 6-mil poly bags. These items shall be disposed of in applicable waste stream fashion for the facility and per BMS standard operating procedures.

SPECIAL POINTS

- BMS will require 24-hour access to the facility, in order to perform the work in a timely manner.
- All BMS personnel will be uniformed, including a photo identification badge, and equipped with 2-way radios for identification and communication purposes.
- All BMS personnel have been background checked and undergo periodic, random drug and alcohol screenings.
- All BMS personnel are United States citizens.
- BMS will require an area to set up and store equipment, material and supplies.
- BMS will require use of restroom facilities. If facilities cannot be provided, BMS will arrange for portable units to be placed on site.
- BMS will require use of the facility utilities, such as water and electricity.

- BMS personnel will limit on-site presence to approved designated work and break areas only.
- BMS will schedule all work with a point of contact from the facility.

PRICING

All BMS remediation costs will be tracked and billed on a Time and Materials basis in accordance with the Choice Partners / Buy Board Pricing and/or their representative will receive a copy of all documentation for review and verification purposes. Remediation of the damages estimated in the scope of work is anticipated to cost as listed below. The estimates are on per cleaning basis.

Preventative Cleaning: $\$9,000 / 12,750 \text{ sq. ft.} = \$0.48 / \text{sq. ft.}$

All applicable local, state and federal taxes, and required permits, will be applied and invoiced in addition to the amounts stated above as required by law. Progress invoices will be provided throughout the course of the work.

CONCLUSION

On behalf of BMS, I would like to thank you for the opportunity to assist in your recovery process. If you have any questions, or require additional information, please do not hesitate to contact me at 817-235-1448.

Respectfully submitted,

Eric Milner
Project Coordinator

By signing below, I am accepting the above scope of work.

Printed Name

Date

Signature

Title