



August 28, 2015

Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

E-mail: [trob@fort-frances.com](mailto:trob@fort-frances.com)

Attention: Travis Rob, EIT  
*Chief Building Official*

**Re: Proposal for Demolition Air Monitoring, Rainy Lake Hotel**  
**235 Scott Street, Fort Frances, ON**  
**Pinchin File: 108209**

Pinchin Ltd. (Pinchin) is pleased to provide this proposal to perform demolition air monitoring for the Town of Fort Frances (Client). It is our understanding that there is a planned demolition of the three-storey Rainy Lake Hotel located at 235 Scott Street in Fort Frances, ON. This demolition is planned to be completed using heavy equipment as the building is structurally unsound and asbestos materials cannot be removed following conventional methods. The air monitoring has been requested for due diligence purposes during the course of the demolition.

## **1.0 AIR MONITORING**

### **1.1 General**

Air monitoring will be completed over the course of three distinct sampling events:

- a) Baseline sampling – Completed prior to the start of demolition operations;
- b) Interim sampling – Completed during active demolition; and
- c) Final sampling – Completed following the removal of all debris.

Sampling locations will be selected by the Client but it is understood that there will be three locations for each sampling event. Access to each location will be provided by the Client.

An inspection report will be issued detailing the site conditions at the time of sampling and analytical results for each event.

### **1.2 Asbestos Air Monitoring**

Asbestos air monitoring will be performed using NIOSH 7400, Phase Contrast Microscopy (PCM) method. Analysis of PCM air samples will be performed by an IRSST registered analyst. Results will be available within one business day.



Although there is no regulatory standard for airborne fiber concentrations in ambient areas during this activity. Pinchin proposes to use an action limit of 0.05 f/cc which is 50% of the Occupational Exposure Limit (OEL) for airborne asbestos. Asbestos sample results will be analyzed next-day and reported by email immediately following analysis so site conditions where airborne fiber concentrations so the Client and the Contractor can respond quickly should demolition methods prove to be impacting air quality in adjacent areas.

### **1.3 Mould Air Monitoring**

Pinchin will collect non-viable spore trap air samples in each of the sampling locations for each individual event to document airborne spore concentrations and types. One (1) field blank sample will be collected at each sample event as per Pinchin's Quality Assurance Program and industry standard.

The analysis of mould samples will be performed at the Pinchin Environmental Microbiology Laboratory, Mississauga. The Pinchin laboratory is independently accredited to ISO/IEC 17025:2005 for mould and bacteria analysis, by the American Industrial Hygiene Association (AIHA) and the Quebec Ministry of Sustainable Development, Environment and the Fight against Climate Change (MDDEP). The laboratory also participates in Escherichia coli, coliform bacteria and Heterotrophic Plate Count (HPC) proficiency testing program of the Canadian Association of Laboratory Accreditation (CALA) (Lab ID 3758).

Analysis turnaround time for spore trap samples is proposed for RUSH turnaround time. RUSH turnaround time is 24 hrs from the laboratory's receipt of samples. This is anticipated to be within 72 hours from sample collection.

### **1.4 Lead Air Monitoring**

Sampling for airborne lead would follow NIOSH Method 7300, with a 0.8µg cellulose filter in 33mm cassette. The flowrate could be anywhere from 1-4 L/min for over a 4-6 hour sampling period with a minimum volume of 500L and not to exceed 2000L (OSHA PEL).

Pinchin recommends an action limit of 0.025 mg/L, which is 50% of the OEL for airborne lead. Samples would be submitted for RUSH analysis which would provide a 24hr turnaround from the day the laboratory receives the sample. This is anticipated to be within 72 hours from sample collection.

Lead analysis would be performed in accordance with NIOSH method No. 7300; Elements by ICP at Scientific Analytical Institute (SAI). SAI is accredited by the American Industrial Hygiene Association (AIHA), and the Environmental Lead Laboratory Accreditation Program (ELLAP).

Two field blanks would be submitted with each sampling event as per NIOSH method 7300.



## 2.0 FEES

Our Fees to complete the air monitoring is as follows:

<b>Consulting</b>	
Field Work, Supervision and Reporting (3 air monitoring events @ \$800/event)	\$2,400.00
<b>Environmental Testing</b>	
PCM Airborne Fibre Analysis (9 samples @ \$30/sample)	\$270.00
Spore Trap Mould Air Samples (9 samples + 3 Blank @ \$120.00/sample)	\$1,440.00
Airborne Lead Samples (9 samples + 6 Blanks @ \$15.00/sample)	\$225.00
Field Equipment, Consumables	\$100.00
<b>Expenses</b>	
Mileage, Courier, Copies, etc.	\$700.00
<b>Total (plus applicable taxes)</b>	<b>\$5,135.00</b>

Applicable taxes are not included in the above. All work is to be performed during normal working hours.

Payment terms are net 30 days (no holdback).

## 3.0 LIMITATIONS

This proposal was prepared for the consideration of the Client only. Its contents cannot be used or disclosed to any other party without the prior written consent of Pinchin. This proposal is valid for a period of ninety (90) days from date of issue. The validity period may be extended by mutual agreement in writing. Pinchin reserves the right to revise the proposal beyond the stated validity period.

The work performed by Pinchin will be conducted in accordance with generally accepted engineering or scientific practices current in this geographical area at the time the work is performed. The Client acknowledges that subsurface and concealed conditions may vary from those encountered or inspected. Pinchin can only comment on the environmental conditions observed on the date(s) the assessment is performed. The work is limited to those materials or areas of concern identified by the Client or outlined in our proposal. Other areas of concern may exist but were not investigated within the scope of this assignment.

Pinchin makes no other representations whatsoever, including those concerning the legal significance of its findings, or as to other legal matters touched on in this report, including, but not limited to, ownership of any property, or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and we undertake no, and expressly disclaim, obligation to advise the Client of such change.



Pinchin accepts no responsibility for consequential financial effects on transactions or property values, or requirements for follow-up actions and costs.

No warranty is either expressed or implied, or intended by this agreement or by furnishing oral or written reports or findings. The liability of Pinchin or our officers, directors, shareholders or staff will be limited to the lesser of the fees paid or actual damages incurred by the Client. Pinchin will not be responsible for any consequential or indirect damages. Pinchin will only be liable for damages resulting from the negligence of Pinchin. Pinchin will not be liable for any losses or damage if the Client has failed, within a period of two years following the date upon which the claim is discovered (Claim Period), to commence legal proceedings against Pinchin to recover such losses or damage unless the laws of the jurisdiction which governs the Claim Period which is applicable to such claim provides that the applicable Claim Period is greater than two years and cannot be abridged by the contract between the Client and Pinchin, in which case the Claim Period shall be deemed to be extended by the shortest additional period which results in this provision being legally enforceable.

Information provided by Pinchin is intended for Client use only. Pinchin will not provide results or information to any party other than the Client, unless the Client, in writing, requests information to be provided to a third party or unless disclosure by Pinchin is required by law. Unless consented to by Pinchin, which consent may be reasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by Pinchin, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages suffered by any third party as a result of decisions made or actions conducted by any party.



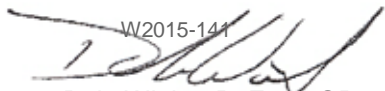
#### **4.0 CLOSURE**

Thank you for the opportunity to provide this proposal. Please sign and fax/e-mail back the enclosed Authorization to Proceed form in order to confirm your acceptance of the proposal or issue a Purchase Order. Should you have any questions or concerns regarding the contents of this proposal, please contact the undersigned.

Yours truly,

**Pinchin Ltd.**

Prepared by:

W2015-144  
  
Dale Wiebe, P. Eng., QPESA  
Office Manager  
807.468.4110  
[dwiebe@pinchin.com](mailto:dwiebe@pinchin.com)

Encl.: Appendix I – Authorization to Proceed (2 pages)

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Template: Master Proposal for Air Monitoring Clearance Inspections, Haz, August 14, 2015

## **APPENDIX I**

### **Authorization to Proceed**



# Authorization to Proceed

Date: August 28, 2015	Pinchin Project Name: Demolition Air Monitoring	
Client: Town of Fort Frances	Pinchin Project Number: 108209	
Site Address: 235 Scott Street, Fort Frances, ON	Pinchin Project Manager: Dale Wiebe	
	Pinchin Office Fax: 807.468.7674	Pinchin Project Manager e-mail: <a href="mailto:dwiebe@pinchin.com">dwiebe@pinchin.com</a>

This confirms Town of Fort Frances (CLIENT) authorizes Pinchin Ltd. (Pinchin) to proceed with the performance of services as outlined in our proposal dated August 28, 2015 for a value of \$5,135.00 (plus applicable taxes). The proposal (if any) and the terms of the Authorization to Proceed constitute the entire agreement between Pinchin and CLIENT.

## Terms and Conditions

1. Pinchin's proposal was prepared for the consideration of CLIENT only. Its contents may not be used by or disclosed to any party without prior written consent from Pinchin.
2. Pinchin's proposal shall be valid for a period of thirty (30) days from date of issue. The validity period may be extended by mutual agreement in writing. Pinchin reserves the right to revise the proposal beyond the stated validity period.
3. Any work performed by Pinchin will be conducted in accordance with generally accepted engineering or scientific practices current in this geographical area at the time the work is performed.
4. No warranty is either expressed or implied, or intended by this agreement or by furnishing oral or written reports or findings.
5. CLIENT acknowledges that subsurface and concealed conditions may vary from those encountered or inspected. Pinchin can only comment on the conditions observed on the date(s) the assessment is performed.
6. The work will be limited to those locations and/or areas and/or materials of concern identified by CLIENT or scope of work as outlined in our proposal. Other areas of concern may exist but will not be investigated within the scope of this assignment.
7. Samples that are collected may be returned to the CLIENT at the sole discretion of Pinchin.
8. Any budget estimates provided are preliminary and subject to verification unless otherwise agreed.
9. CLIENT is to identify all known hazardous conditions that exist within the building, on the property or in the area of work including but not limited to the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points etc. CLIENT is to identify any specific training requirements required for access and entry to the building, property and area of work and provide any site specific training required at no cost to Pinchin. CLIENT must provide safe access to the site and compliance with all applicable safety codes and standards for matters under the control of CLIENT which would affect the safety of Pinchin staff on site.
10. Pinchin makes no representations or warranties whatsoever, including those concerning the legal significance of our findings, or as to other legal matters touched on in the report, including, but not limited to, ownership of any property, or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and we undertake no, and expressly disclaim, obligation to advise CLIENT of such change. Pinchin accepts no responsibility for consequential financial effects on transactions or property values, or requirements for follow-up actions and costs.
11. The liability of Pinchin or our officers, directors, shareholders or staff will be limited to the lesser of fees or actual damages incurred by CLIENT.
12. Pinchin will not be responsible for any consequential or indirect damages. Pinchin will only be liable for damages resulting from negligence of Pinchin. Pinchin will not be liable for any losses or damage if CLIENT has failed, within a period of two (2) years following the date upon which the claim is discovered, to commence legal proceedings against Pinchin to recover such losses or damage unless the laws of the jurisdiction which governs the limitation period which is applicable to such claim provides that the applicable limitation period is greater than the Claim Period and cannot be abridged by this Agreement, in which case the Claim Period shall be deemed to be extended by the shortest additional period which results in this provision being legally enforceable.
13. Information provided by Pinchin is intended for CLIENT use only. Pinchin will not provide results or information to any party other than CLIENT, unless CLIENT, in writing, requests information to be



**Authorization to  
Proceed**

Town of Fort Frances  
Demolition Air Monitoring  
235 Scott Street, Fort Frances, ON

August 28, 2015  
Pinchin File: 108209

provided to a third party or unless disclosure by Pinchin is required by law. Unless consented to by Pinchin, which consent may be unreasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by Pinchin, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party.

14. Invoices will be issued monthly or upon project completion. Applicable taxes (GST, HST, QST) are additional. Amounts not received within thirty 30 days of invoice date will bear interest thereafter at a rate of 1.5% per month (18% per annum) until paid.

**Acceptance authorizes:**

1. The release, to Pinchin, of information requested in connection with this work. Pinchin undertakes to maintain the confidentiality of all such information.
2. The release by Pinchin of information to others necessary to perform the work.
3. Entry and access to all areas of the property and buildings on the property, by Pinchin staff or representatives, as required, to perform the proposed services. CLIENT shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

It is understood that CLIENT will be liable for all additional costs incurred by Pinchin in the performance of the proposed work caused by changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are beyond the control of Pinchin including, without limitation, delays caused by failure to provide Information on a timely basis or Access Restrictions not revealed to Pinchin prior to the date hereof.

All reports, plans, data, notes, drawings, and other documents prepared by Pinchin are considered its professional work product. Pinchin shall own the copyright and other intellectual property rights in all of such documents including rights to claim Scientific Research and Development Tax Claims. The services and documents provided by Pinchin under the terms of the Work are intended for one time use only.

By signing below CLIENT provides authorization to proceed and accepts the terms and conditions outlined above and in the referenced proposal (if applicable). In the event Pinchin provides services requested by CLIENT, in addition to those identified above or in the proposal (where applicable), CLIENT agrees to compensate Pinchin either on a time and material basis using the Pinchin standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

Signature of Authorized CLIENT Representative (Acceptance):	Billing Address:
Name (Print):	
Company:	Billing Contact Name:
Date:	Billing Contact Phone:
Purchase Order No.:	Billing Contact Fax and E-mail Address:
Pinchin Project Manager: Dale Wiebe	Pinchin Project Number: 108209

**Billing Office: 227 2nd Street South, 3rd Floor, Kenora, ON P9N 1G1 | PH: 1.855.746.2446**

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Template: Master Authorization to Proceed – with Table, HO, December 8, 2014