

# SPECIFICATIONS AND BIDDING DOCUMENTS



## ABATEMENT OF DRYWALL AND INTERIOR DEMOLITION AT 216 N. MADISON AVE BAY CITY, MI



BAY CITY HOUSING COMMISSION  
315 14<sup>th</sup> Street ~ Bay City, Michigan 48708  
(989) 892-9581 fax (989) 892-5818



## BAY CITY HOUSING COMMISSION

315 14<sup>th</sup> Street

~

Bay City, Michigan 48708

(989) 892-9581

fax (989) 892-5818

tdd (800) 545-1833 ext 561

### **Removal of Asbestos Drywall and Demolition of Interior of Fourplex**

The primary objective of this project is to abate approximately 9,820 SF of drywall that has 3% Chrysotile content in the joint compound and popcorn texture ceiling at a two-story, fourplex apartment building located at 216 N. Madison Avenue in Bay City and owned by the Bay City Housing Commission (BCHC). A single contract will be awarded for all work described in this project.

Additionally, the scope of work will include complete demolition of the interior including kitchen and bathroom cabinets, fixtures, floor coverings, interior doors, moldings, and attic insulation. The selected Contractor will leave in-place the existing wall studs, electrical (wiring will need to be capped), the four gas furnaces and the newest hot water heater. No exterior including windows or crawlspace demolition is required. Site asbestos report from Pinchin is Attachment A.

**Pre-bid site inspection is available Monday December 22, 2025 between 1:00 p.m. to 2:30 p.m. or by appointment at the property, 216 N. Madison Avenue.** Any questions, Contact Karl Opheim, Assistant Director (989) 892-9581, ext.107 or [Karl@baycityhousing.com](mailto:Karl@baycityhousing.com).

**All bids shall be submitted** on the proper bid documents by **Friday, January 16, 2026 at 12:00 Noon EST.** Bids must be delivered to the Bay City Housing Commission, 315 14<sup>th</sup> Street, Bay City, MI 48708 or via email [Karl@baycityhousing.com](mailto:Karl@baycityhousing.com). Please note the completion time in calendar days.

This project is being funded through a grant from the City of Bay City HOME Investment Partnership Program from the Department of Housing and Urban Development, 24 CFR Part 92 and is subject to all the guidelines of this program. BCHC has set a 90-day bid acceptance notification time frame.

The successful bidder will need to certify that neither he/she nor firm, partnership or association in which they have a substantial interest is designated as an *ineligible contractor* by the Comptroller General pursuant to Section 5.6(b) of the Regulations of the Secretary of Labor, 29 CFR Part 5, or pursuant to Section 3 of the *Davis-Bacon Act*, as amended, or that any part of this contract has been or will be subcontracted to any subcontractor if such subcontractor, firm, corporation, partnership or association in which such subcontractor has a substantial interest is designated as an ineligible contractor pursuant to any of the aforementioned regulatory or statutory provisions.

Contractor shall notify owner in writing of any discrepancies found between the information in this scope of work description and actual field conditions.

All work shall be performed during regular business hours Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding official Housing Commission holidays. Contractor shall be responsible for keeping all property clean and free of debris that could cause injury to people and property.

All work on this project shall be in accordance with all applicable federal, state and municipal codes, ordinances and regulations. All materials, equipment and workmanship as described in this specification and amended by any change order shall be Guaranteed for a period of one year from the date of completion. Notification to correct, repair or replace any defective materials or workmanship shall be from the Owner, in writing to the Contractor.

This project is **not** a federal prevailing wage project; however, documentation of payroll and fringe benefits will be required for all on-site workers. The Contractor will be required to complete and submit payroll form WH-347 for each week during the course of work.

**Liability and Worker's Compensation Insurance.** No work under any contract or any other agreement may begin without liability and workman's compensation insurance in force and Certificate(s) of Insurance has been obtained by BCHC as required by policy including the *Certificate of Insurance* on file with John Neeb, Chief Financial Officer. All policies shall name the Bay City Housing Commission as an *additional named insured*. A completed IRS W-9 is required by BCHC.

**Workers' Compensation and Occupational Disease Insurance:** In accordance with federal and Michigan Workers' Compensation laws, such coverage must specifically identify coverage as required by state law. The employer's liability limit must be a *minimum* of \$100,000 per accident and \$100,000 per disease, per employee with policy limit of \$500,000.

Commercial General Liability with a combined single limit for bodily injury and property damage of not less than \$1,500,000 per occurrence to protect the Contractor and each subcontractor against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment. If the Contractor has a "claims-made" policy, then the policy must provide a "retroactive date" which must be on or before the execution date of the Contract; and the extended reporting period may not be less than five years following the completion date of the Contract.

Automobile Liability on owned and non-owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than \$500,000 per occurrence.

No "request for extras" will be entertained from the Contractor, which arise out of interpretation of this language. Materials and products not specified, but required by code, may be incorporated in the work provided owner gives advanced written approval.

**Bid Bond** is required from each bidder, equivalent to 5% of your bid price. **Payment/Performance Bonds** are required for construction contracts exceeding \$50,000 and bidder shall furnish to assure completion: Performance and Payment Bond in a sum of 100% of the contract price; or Separate Performance and Payment bond each for 50% or more of the contract price.

**Bid Evaluations.** Bay City Housing Commission reserves the right to reject any or all proposals, to waive any informality in the quote request process, or to terminate this quote process at any time. Price will be the primary factor however under competitive proposal process, consideration of factors such as completion time and negotiation of scope of work if bid price exceeds budget. Withdrawal of bids are allowed at any time up until the point of award. Award will be made on the basis of the proposal that represents the best overall value to the Bay City Housing Commission.

**Voluntary Alternate Bids.** Bidders may submit voluntary alternate bids for equal or enhanced products or materials that produce savings for the owner. Any voluntary alternate submitted may be used to the benefit of the owner even though the bidder submitting the alternate may not be awarded the contract. *Note any Voluntary Alternate deduction cost on the bid sheet under the base bid cost line.*

(PASTE or TYPE ON BIDDER'S LETTERHEAD and SUBMIT WITH BID)

## NON-COLLUSIVE AFFIDAVIT

State of ( ) ss.

County of ( )

\_\_\_\_\_, being first duly sworn, deposes and says:

That he/she is \_\_\_\_\_ (a partner or officer of the firm, etc.) the party making the foregoing proposal or bid, that such-proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or of any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against the Bay City Housing Commission or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

## NON-DEBARRED CERTIFICATION

This is to certify that the below signed bidder is not nor have been debarred, suspended or otherwise prohibited from contacting or entering into construction or modernization agreement with any federal, state or local agency including the U.S. Department of Housing and Urban Development.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Circle the appropriate situation below:

Bidder, if the bidder is an individual

Partner, if the bidder is a partnership

Officer, if the bidder is a corporation

Subscribed and sworn to \_\_\_\_\_ before me

This \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

My commission expires \_\_\_\_\_ 20 \_\_\_\_\_

PROPOSAL FORM

⇒ **PASTE YOUR COMPANY'S LETTERHEAD AT THE TOP OF THIS PAGE**

Bid For: Interior Demolition of 216 N. Madison Ave., Fourplex Apartment Building

To The: Bay City Housing Commission (owner)  
315 14th Street  
Bay City, MI 48708

Gentlemen:

The Undersigned, having familiarized myself with the local conditions affecting the cost of this work, and the Contract Documents (Description of work, Non-Collusive Affidavit, HUD 5370 General Conditions) and any Addenda issued, hereby proposes to perform everything required to be performed and to provide and furnish all the labor, materials, tools, expendable equipment, utility and transportation services, etc., necessary to perform and complete in a workmanlike manner all work required under the Base Bid for the aforementioned project, all in accordance with the Contract Documents prepared by Bay City Housing Commission in connection with, and any addenda issued thereto for a total sum of:

\_\_\_\_\_ Dollars ( \$ \_\_\_\_\_ )

1. In submitting this bid, it is understood that the right is reserved by the Bay City Housing Commission to reject any or all bids. Written notice of the acceptance of this bid is mailed, emailed, telegraphed to the undersigned within **NINETY (90)** days after the opening thereof, or at any time thereafter the undersigned agrees to execute and deliver a contract on the prescribed form.
2. Attached hereto is an affidavit in proof that the Undersigned has not entered into any collusion with any person in respect to this proposal or any other proposal or the submitted proposal for the contract for which this proposal is submitted.
3. The bidder represents that he ( ) has, ( ) has not, participated in a previous contract subject to the Equal Opportunity clauses prescribed by Executive Orders 10925, 11114, or 11246, or the Secretary of Labor, and that he ( ) has, ( ) has not, filed all required compliance reports; and that representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained prior to subcontract awards. (The above representation need not be submitted in connection with contracts or subcontracts which are exempt from the Clause).
4. Completion Date: The undersigned agree, if awarded the contract, to complete the work in full on or before the time proposed below.

SCOPE

Base Bid

DURATION

(Estimate in calendar days)

\_\_\_\_\_

## ACKNOWLEDGEMENT OF ADDENDA

The following addenda (if issued) has been received, is hereby acknowledged, and the execution is included in the above proposal amount: Addendum No. \_\_\_\_, Dated \_\_\_\_\_

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

The information contained in this proposal is to be relied upon by the Bay City Housing Commission, and such information is warranted by the bidder to be true. The bidder agrees to provide such additional information, prior to acceptance of any proposal relating to the qualifications of the bidder, as may be required. Attach additional sheets if necessary.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_, 2026

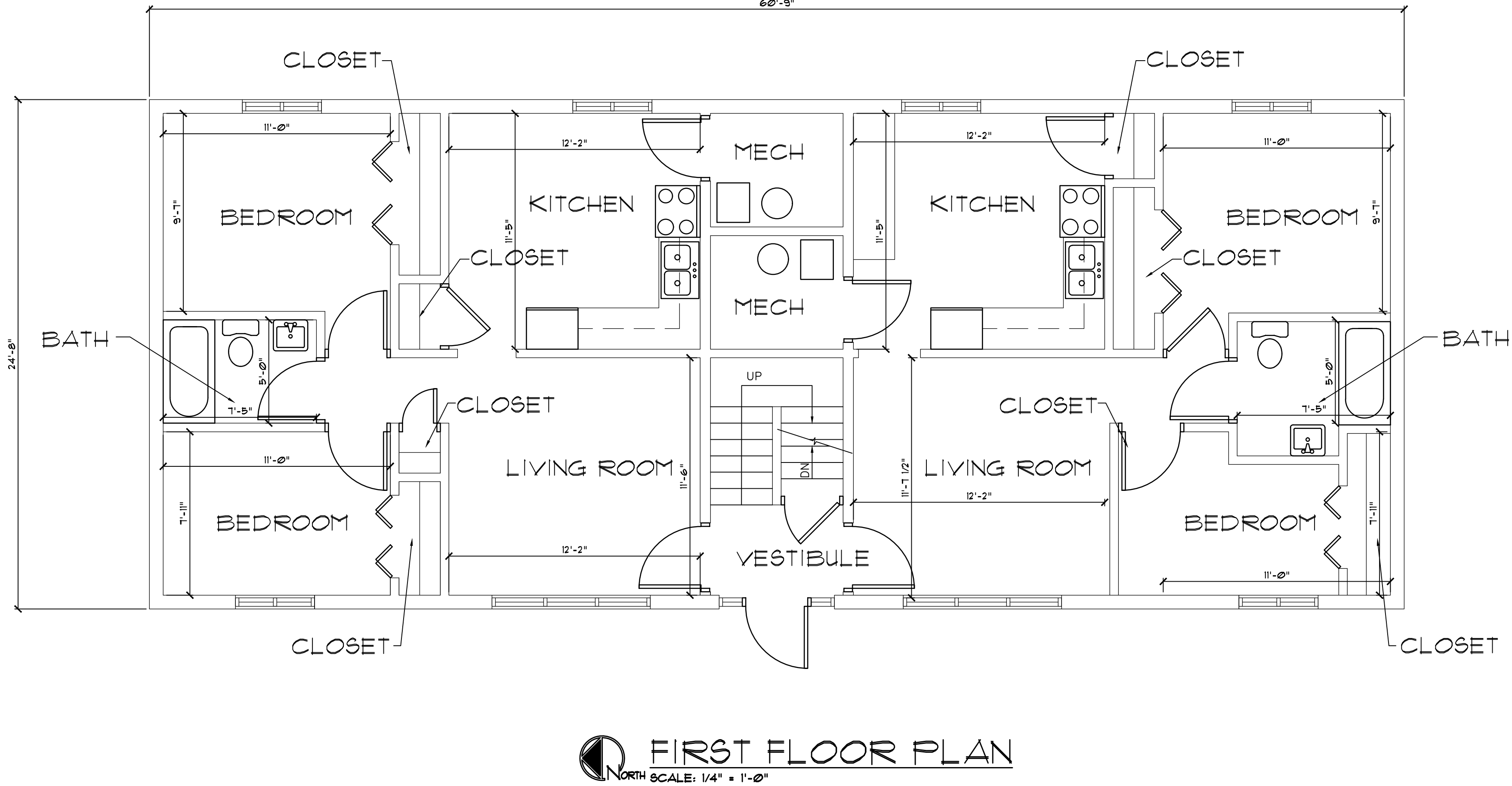
Print/Type Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

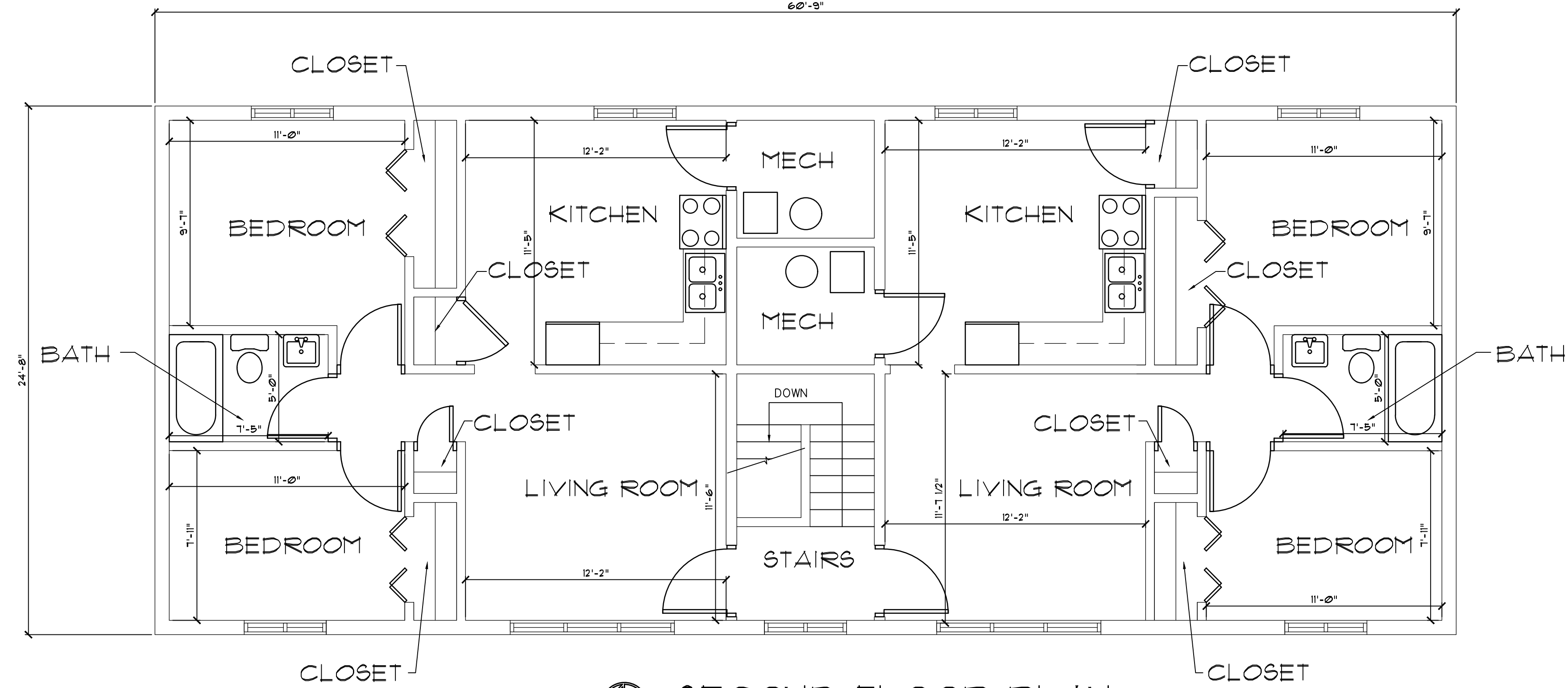
Address: \_\_\_\_\_ City/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Bids are due Friday, January 16, 2026 at 12:00 Noon EDT** at Bay City Housing Commission, 315 14th Street, Bay City, Michigan 48708 via mail or drop off or email to [Karl@BayCityhousing.com](mailto:Karl@BayCityhousing.com). All email submissions must be followed by a signed hardcopy within four business days.



**FIRST FLOOR PLAN**  
NORTH SCALE: 1/4" = 1'-0"



**SECOND FLOOR PLAN**  
NORTH SCALE: 1/4" = 1'-0"

FLOOR PLAN

**BAY CITY HOUSING COMMISSION**

216 N. MADISON AVE.  
BAY CITY, MI 48708

DRAWING

A-1  
1 OF 2

**AUSTIN AND ASSOCIATES  
ARCHITECTS AND PLANNERS**  
LEE AUSTIN  
2025 EAST HICKORY AVE. SUITE 5  
AUSTIN, TEXAS 78703  
PHONE: (989) 199-1325  
WWW.LEEAUSTINARCHITECTS.COM

DATE: SCALE: AS NOTED  
DRAWN: JMT  
JOB #: 202516

DATE	REVISION / RELEASE	DATE	REVISION / RELEASE

## DEMOLITION, INTERIOR

### A. Scope

Perform all demolition work necessary and required for the interior items as previously described. Such demolition includes, but is not limited to, that which is required to carry out the complete project as described. Any voids remaining as a result of the demolition shall be patched to maintain structural integrity.

- i. Job Requirements: Exercise caution when removing elements scheduled for same so as not to damage any surfaces and materials scheduled to remain. Any items scheduled to remain that are damaged during the removal process shall be replaced/repared at no additional cost to the Owner.
2. Salvageable Materials: The Owner reserves the right to retain any salvageable materials (possibly range, refrigerator, furnace) and equipment to be removed; however none is expected by Owner.

Materials, fixtures and equipment not retained by the Owner shall be removed from the job site and disposed of by the Contractor and will be identified at pre-demolition site walk.

### B. Product Delivery Storage and Handling

- i. When the nature of demolition work requires their use, erect and maintain dust chutes or screening for disposal of materials, rubbish, and debris.
1. Remove salvage and debris from the site as it accumulates. Do not store, sell, burn, or otherwise retain debris on the site. Keep pavement and areas adjacent to and leading from the site clear and free of mud, dirt and other debris at all times.

### C. Execution

Prior to starting demolition work, review with Owner to determine the physical conditions of property to maintain.

1. All materials and equipment resulting from the demolitions shall be the property of the Contractor, unless indicated otherwise by the Owner or noted in the specifications and/or drawings.
2. Execute demolition work to ensure the safety of persons, the uninterrupted operation of the Owner's facilities that are outside the limits of construction, and the protection of adjacent property against damage by settlement, falling debris, dust, or other causes in connection with this Work.
2. The Contractor shall keep the construction areas reasonably clean and swept. Provide proper barricades for pedestrian and vehicular traffic protection as applicable.
3. Contractor shall take all necessary precautions to see that all property and personnel are protected against damage and/or injury.
4. Promptly remove material, rubbish and debris from buildings and property, disposing of away from the construction site.



## ASBESTOS ABATEMENT

### PART 1 - GENERAL

#### 1.1 WORK INCLUDES

##### A. Base Bid:

1. General: Asbestos Abatement (proper removal and disposal) of all Regulated Asbestos Containing Materials (RACM), Category I Non Friable ACM and Category II Non Friable ACM drywall including ceilings located at 216 N. Madison Avenue, Bay City, Michigan; removal of all asbestos containing materials. Dwelling is vacant.
2. Asbestos Abatement Contractor (AC) shall provide the following:
  - a. The CONTRACTOR shall furnish all labor, materials and equipment necessary for and reasonably incidental to the completion of all abatement work, including transportation to and proper disposal of all items of asbestos abatement services, insurance and facilities in accordance with Illinois Department of Public Health (IDPH) Rules; EPA regulations, National Emission Standards for Hazardous Air Pollutants (NESHAP); and the Asbestos OSHA regulations, and other applicable Federal, State and Local Government Regulations. Several of the regulations are incorporated by reference in Section 1.3 in order to conduct adequate precautions against asbestos contaminant exposure to any person(s) or the environment. The CONTRACTOR shall complete proper removal and disposal of all Regulated Asbestos Containing Materials (RACM), Category I Non Friable ACM and Category II Non Friable ACM as described in this bid.
  - b. AC shall field verify location, quantity and extent of ACM prior to bidding and abatement.
  - c. AC shall coordinate with Owner and/or Owner's designated agent to verify shutdown of electrical and HVAC systems in the abatement areas.
  - d. AC shall develop and submit a work schedule to be coordinated with Owner and/or Owner's designated agent prior to commencement of work.
  - e. AC shall coordinate with Owner and/or Owner's designated agent to determine the location of the dumpsters to be used to dispose of the asbestos waste.
  - f. AC shall establish a Regulated Area place required critical barriers and seals at all exterior openings (windows, doors, vent openings, etc.) and interior doorways (as necessary) other than AC's Access.
  - g. AC shall use clear removal bags to allow visual inspection of waste.
  - h. AC shall provide and maintain a three-chambered decontamination unit at each Phase of Work and provide and maintain security at all times to the work area.
  - i. Maintain work/containment under HEPA exhausted negative pressure at all times during the work. Provide drop cloths and perform gross removal of thermal insulation, flooring with appropriate respiratory protection and according to Part 1.1.A.2.a. AC shall remove and dispose of asbestos containing debris on floor, perform glovebag removal of thermal insulation, followed by HEPA vacuuming and wet cleaning methods. AC to use appropriate respiratory protection and perform all work according to Part 1.1.A.2.a.

## ASBESTOS ABATEMENT

- j. AC shall provide the following:
    - 1) Cleanup & disposal of asbestos containing materials & disposable equipment.
    - 2) Regulatory notices as required and sign Waste Shipment Records.
    - 3) Protection of persons and property.
    - 4) Submit to Owner prior to commencement of work documentation from manufacturers' that any mastic remover and lock down encapsulate to be used.
    - 5) Signs and barrier tape necessary to demarcate Regulated Area.
    - 6) Work area preparation.
    - 7) Temporary utilities including Electricity & Water for asbestos abatement and workers.
    - 8) Reestablish work area.
  - l. AC shall submit copies of all licenses and certifications applicable to the abatement work to Owner prior to commencement of work.
  - k. Perform removal of cabinets, fixtures, materials and equipment in each phase prior to AC beginning its work.
  - l. Contractor shall hire third party to independently provide Air and Visual Clearance and provide a written report prior to any payment application.
3. Owner may perform any additional required air clearance sampling and analysis.
- 1.2 The CONTRACTOR shall comply, at a minimum, with the latest requirements of the following regulations governing proper asbestos removal and disposal.
- A. Federal Requirements:
- 1. U.S. Environmental Protection Agency (USEPA) Asbestos National Emissions Standards for Hazardous Air Pollutants (NESHAP). 40 CFR 61, Subpart M.
  - 2. U.S. Department of Labor-Occupational Safety and Health Administration (OSHA) Asbestos Regulations (Code of Federal Regulations Title 29, Part 1926, Section 1926.1101).

## ASBESTOS ABATEMENT

3. U.S. Department of Labor-Occupational Safety and Health Administration (OSHA) Asbestos Regulations (Code of Federal Regulations Title 29, Part 1926, Section 1926.1101).
  4. USEPA - Code of Federal Regulations Title 40, Part 763 Subpart G.
  5. U.S. Department of Transportation, "Hazardous Substance Final Rule", 49 CFR 171 and 172.
- B. State Requirements:
1. Michigan Department of Environment, Great Lakes and Energy, R325.51301 Michigan Administrative Code as amended. Part 602.
- C. Other References and Requirements
1. ASTM, American Society for Testing and Materials; ANSI, American National Standards Institute (ANSI Z 9.2 Fundamental Governing the Design and Operations of Local Exhaust Systems); ULI, Underwriters Laboratories, Inc.; OSHA Regulations including OSHA 300 Log.

### 1.3 FIELD QUALITY CONTROL

- A. CONTRACTOR shall provide OWNER:
1. Documentation that CONTRACTOR is licensed by IDPH for asbestos abatement activities.
  2. Documented evidence that all workers are licensed as Abatement Workers by IDPH.
  3. Documentation that at least one licensed Asbestos Supervisor be with on-site employees while abatement is being performed.
  4. Respirators: Submit a written standard operating procedure governing the selection, fit testing, cleaning, use and storage of respirators in accordance with 29 CFR 1926.1101 and as outlined in 29 CFR 1910.134.
  5. Medical Examination: Submit proof that personnel that will be entering contaminated areas have received a medical examination by a licensed and qualified physician and furnish the results of physician's written authorization to wear respiratory protection. Comply with all Federal and State Regulations, including 29 CFR 1910.20 for access to employee exposure and medical records and their confidentiality.

## ASBESTOS ABATEMENT

### 1.4 SUBMITTALS AND NOTICES

#### B. Prior to Commencement of Work:

1. Notify in writing of proposed asbestos work using appropriate form with copy to OWNER, The USEPA regional office, Michigan Department of Environment, Great Lakes and Energy via the MiEnviro Portal for Air for the required NESHAP ten (10) working day Abatement notice.
  - a. USEPA Region V  
Regulation Development Branch  
Mail Code 5 ARD 26  
230 S. Dearborn St.  
Chicago, IL 60604  
(312) 353-2088
  - b. Michigan Department of Environment, Great Lakes and Energy  
MiEnviro Portal for Air. Any specific air-related questions, contact our MiEnviro Portal Air Team at [EGLE-Air-MiEnviro@Michigan.gov](mailto:EGLE-Air-MiEnviro@Michigan.gov).
2. Submit documentation to OWNER current certification of all contractor or subcontractor employees have completed instruction on hazards of asbestos exposures, proper selection, use, fitting and cleaning of respirators, protective clothing, use of showers, entry and exit from work areas, and on all aspects of work procedures and protective measures.
3. Submit documentation to OWNER showing that all employees engaged in asbestos activities have received appropriate medical examinations and Pulmonary Function Tests (PFT) to authorize wearing of respiratory protection that is signed by a licensed and qualified physician within the last 12 months immediately preceding the project startup. No worker will be allowed in the work area with expired documentation.
4. License from the State of Michigan in accordance with Act P.A 135 of 1986
5. Disposal Site Certification, signed by Contractor certifying that an approved asbestos-accepting Type I or Type II landfill, with facility name, address, phone number
6. Public Warnings and Safety Information to be Posted and on site:
  - a. Post all signs as required by 29 CFR 1926.1101 and 29 CFR 1910.145 and any Local, State, or Federal regulations
  - b. A copy of the USEPA Regulations for Asbestos (Code of Federal Regulations Title 40, Part 61, Subpart A and M) and a copy of USDOL - OSHA Asbestos Regulations (29 CFR 1926.1101 and 1910.1001).
  - c. A list of phone numbers for the local hospital and/or emergency squad, local fire department, the institution's security office (if applicable), a representative of the building owner who may be reached 24 hours a day, the AC's Supervisor and Office phone numbers, and any other professional Consultants directly involved in the project

## ASBESTOS ABATEMENT

### 1.4 CONTINUED

Waste Disposition submittal of waste shipments as follows:

1. The landfill operator provides a signed copy of the waste shipment record to Owner within 35 days of the date that asbestos-containing material is removed from the project site. If waste is not transported directly from the project site to the landfill, the waste shipment record shall reflect each transfer.
2. Signed receipts or manifests that abatement materials have been received are required with payment application.

#### Contract Closeout Submittals

1. Statement of Quantity Removal Report and Visual Inspection: Prior to application for final payment, submit a statement of visual inspection signed by the Contractor's competent person/supervisor. Include the following:
  1. Name of licensed contractor conducting work.
  2. Name, signature, and title of on-site supervisor.
  3. Name, location and start and finish date of work
  4. Quantities of Asbestos Removed: \_\_\_\_\_ S.F. of asbestos materials were removed
  5. Statement that all the work complies with all federal, state and local laws
  6. Statement that the Asbestos Abatement Company has visually inspected the work site and has found no dust, debris, or other suspect asbestos-containing materials

### 1.5 PROTECTION

- A. Provide appropriate protection for personnel, building, and environment in accordance with Section 1.3 Regulatory Requirements/ References and all other applicable Rules and Regulations.

### 1.6 PROJECT/SITE CONDITIONS

- A. CONTRACTOR may be required to provide Temporary power and establish Ground Fault Circuit Interrupter Devices for all lighting and equipment.

### 1.7 ACCEPTABLE MANUFACTURER/PRODUCTS

#### A. Wetting Agent:

- |    |                             |              |
|----|-----------------------------|--------------|
| 1. | Better Working Environments | Super Wet    |
| 2. | Certified Technologies      | Certane 2075 |
| 3. | Eppert Oil Co.              | Speedi-Wet   |
| 4. | Foster Products Corp.       | 32-90        |

#### B. Combination Wetting Agent - Encapsulant:

- |    |                             |             |
|----|-----------------------------|-------------|
| 1. | Better Working Environments | 5100        |
| 2. | Certified Technologies      | Certane 707 |
| 3. | Eppert Oil Co.              | Fiber-Seal  |
| 4. | Foster Products Corp.       | 32-60       |

## ASBESTOS ABATEMENT

### 3.1 PREPARATION FOR GROSS REMOVAL

- A. Perform all preparation work in accord with applicable referenced parts of the Rules and Regulations.
- B. Establish a Regulated Area.
  - 1. Thoroughly pre-clean the entire regulated area including movable and immovable objects using HEPA filtered vacuums and wet methods.
  - 2. Shut down ventilation to work areas where required and seal vents with two layers of 6-mil plastic sheeting and tape.
  - 3. Seal all openings including windows and doorways between work area and other areas not necessary for entry with a minimum of one layer of 6-mil plastic sheeting and duct tape.
  - 4. Cover walls with a minimum of two layers of 4-mil plastic sheeting and cover floors not being abated with a minimum of two layers of 6-mil plastic sheeting.
  - 5. Cover immovable objects within the work area with a minimum of one layer of 6-mil plastic sheeting.
  - 6. Deactivate electrical circuits in the enclosure and bring power into the work area from outside sources protected by ground fault circuit interrupters at the source.
  - 7. Establish adequate HEPA filtered exhaust system in the area of work.
  - 8. Install appropriate Warning Signs. Install a decontamination unit attached to the work area.
  - 9. The decontamination unit to contain:
    - a. Equipment room with two curtained doorways, one to the work area and one to the shower room.
    - b. A shower room with two curtained doorways, one to the equipment room and one to the clean room. Shower room shall contain at least one shower with hot and cold running water. Careful attention shall be paid to the shower enclosure to ensure against leaking of any kind. Ensure a supply of soap at all time in the shower room. Shower water shall be filtered to remove asbestos prior to being discharged to sanitary sewer drain or barrel.
    - c. A clean room with one curtained doorway into the shower and one entrance or exit to non-contaminated areas of the building. Clean room shall have sufficient space for proper storage of worker's street clothes, towels, and other non-contaminated items. Clean room shall also store fresh, non-contaminated protective clothing, respirators, and any other accessory to be used by workers in the work area.
    - d. Provide cascaded filtered units on drain lines from showers or any other water source carrying asbestos-contaminated water from the work area. Final filter to filter all particles 5 microns and larger. A portable decontamination unit may be used.

## ASBESTOS ABATEMENT

### 4.1 ASBESTOS ABATEMENT SHALL NOT COMMENCE UNTILL:

- a. Arrangements have been made for disposal of waste at an approved landfill.
- b. Arrangements have been made for containing and disposal of wastewater resulting from any wet stripping.
- c. Work areas and decontamination enclosure systems and parts of the building required to remain in use or not abated are effectively segregated.
- d. Tools, equipment and material waste receptors are on site.
- e. Arrangements have been made for building security.
- f. Preparatory steps have been taken and applicable notices posted and permits obtained.
- g. Negative air systems are installed and operating.

### 5.1 PERFORMANCE OF GROSS REMOVAL

- A. Perform all asbestos gross removal work in accord with applicable referenced Parts of the Rules and Regulations.
- B. Utilize drop cloths and spray asbestos material with amended water, using spray equipment capable of proving a "mist" application to reduce the release of fibers. Saturate the material sufficiently to wet it to the substrate without causing excess dripping or delamination of the material. Spray the asbestos material repeatedly during the work process to maintain wet condition and minimize asbestos fiber dispersion.
- C. Remove the saturated asbestos material in a manner judged to be most efficient. Removal shall be thorough and complete to the base surface. The saturated asbestos materials shall be packed in sealable plastic bags or barrels and placed in labeled containers for transport. Materials shall not be allowed to dry out prior to insertion into the containers.
- D. Seal filled containers. Clean external surfaces of containers thoroughly by wet wiping methods in the designated area of the work area, which is part of the equipment decontamination enclosure system. Move containers to washroom, wet clean each container thoroughly, and move to holding area pending removal to uncontaminated areas. Ensure that containers are removed from the holding area by workers who have entered from uncontaminated areas dressed in clean coveralls. Ensure that workers do not enter from uncontaminated areas into the washroom or the work area; ensure that contaminated workers do not exit the work area through the equipment decontamination enclosure system.
- E. After completion of stripping work, all exposed and accessible surfaces shall be HEPA filtered vacuumed to remove residual asbestos materials. In areas where stripping of asbestos materials from a hard substrate is performed, all surfaces from which asbestos has been removed shall be brushed (wire or nylon) or wet wiped to remove all visible material. During all phases of this work, the surfaces being cleaned shall be kept wet. Repeated cleaning by HEPA vacuuming and wet wiping will be completed until all surfaces are free of ACM. All standing water, drop cloths are removed and containerized ACM shall be removed from the work area by the end of the workday and transported to appropriate truck or dumpster for disposal.

Disposal: Label all bags or containers containing asbestos debris with a label as follows:  
Bay City Housing Commission  
216 N. Madison Ave.  
Bay City, Michigan 48708

## ASBESTOS ABATEMENT

6.1 Whenever trucks or dumpsters are being loaded or unloaded with asbestos waste, post signs in accord with the 1990 NESHAP STANDARD-DANGER, ASBESTOS DUST HAZARD, CANCER AND LUNG DISEASE HAZARD, and LIMIT ACCESS TO AUTHORIZED PERSONNEL ONLY.

Transport all waste to an approved landfill. A signed waste shipment manifest is required for each load of waste in accord with 1990 NESHAP STANDARD for OWNER.

- A. Perform all asbestos glove bag removal work in accord with applicable referenced Parts of the Rules and Regulations.
- B. Install critical barriers and demarcate a regulated area. Critical barriers may be established around the abatement area in the form of a mini enclosure.
- C. Thoroughly pre-clean the entire regulated area includes movable and immovable objects using HEPA filtered vacuums and wet methods.
- D. Place asbestos warning signs at all approaches to the regulated area.
- E. Shut down and lock out all electrical and air handling systems that supply such to, from, or through the regulated area. Isolate from the regulated area all air handling equipment.
- F. Seal with plastic sheeting and tape all penetrations to the regulated area, including, but not limited to, corridors, doorways, windows, ducts, grills, diffusers, etc. When covering and sealing machinery or other immovable items that may be damaged by being covered with plastic sheeting, humidity, or other adverse conditions, the contractor must take whatever action is necessary to preserve their original condition.
- G. Place one layer of 6-mil thick plastic sheeting on the floor of the work area.
- H. Workers entering the regulated work area must be provided with and wear protective equipment and negative pressure respirators (as a minimum), before commencing any abatement activities.
- I. Perform glove bag procedure in accordance with manufacturer's written instructions.
- J. Install glove bag onto piping or other thermal system components. Completely seal all penetrations and seams with adhesive tape.
- K. Smoke-test each glove bag prior to performing removal. Reseal any leaks indicated by the testing.
- L. Utilize one glove bag per removal location. Do not move or slide glove bag once installed.
- O. Remove and dispose of all asbestos-containing materials (ACM) in accordance with applicable OSHA, IDPH and EPA regulations.
- P. Spray ACM until saturated with amended water using an airless sprayer. Apply water throughout removal process to maintain wet condition.
- Q. Wet clean and HEPA vacuum all surfaces until pipe or other thermal system components are free of all visible debris.
- R. Spray all surfaces inside glove bag with sealant; collapse glove bag using HEPA vacuum. Seal bag with tape and remove from pipe and place gloves in a disposable bag.





June 20, 2025

Bay City Housing Commission  
315 14th Street  
Bay City, Michigan, 48708

**Re: Pre-Renovation Asbestos Containing Materials Survey**  
Apartment Building  
216 North Madison Avenue, Bay City, Bay County, Michigan  
Pinchin File: R252.00400.001

Dear Mr. Phillips:

Pinchin, LLC (Pinchin), was retained by Bay City Housing Commission (Client) to perform a Pre-Renovation Asbestos Containing Materials (ACM) Survey of the Apartment Building located at 216 North Madison Avenue, Bay City, Bay County, Michigan (herein after referred to as the subject property). The purpose of this survey was to identify ACM prior to renovation activities.

The Pre-Renovation ACM Survey for the above referenced property represents the product of Pinchin's professional expertise and judgment in the environmental consulting industry, and it is reasonable for **Bay City Housing Commission** to rely on Pinchin's survey report.

The survey for ACM was performed in accordance with the United States Environmental Protection Agency's (U.S. EPA) requirements for ACM that is presented in 40 CFR 61, Subpart M, and the National Emissions Standards for Hazardous Air Pollutants (NESHAP). During the survey, bulk material inspection, physical assessment, sampling and analysis of the samples were performed in accordance with the requirements of the U.S. EPA's Asbestos Hazard Emergency Response Act (AHERA (40 CFR 763)). The ACM Survey was performed by Mr. Richard Michalski (State of Michigan Asbestos Inspector Accreditation No. A25681) and assisted by Ms. Samantha Russo of Pinchin on April 29, 2025. This survey was conducted in general accordance with the scope of services identified in Pinchin's proposal (R252.00400.001) to the Client dated April 22, 2025.

## **1.0 REGULATORY INFORMATION**

ACM is defined by AHERA as any material or product containing more than one percent asbestos. Materials containing more than one percent asbestos are subject to the requirements of the Asbestos NESHAP. The Asbestos NESHAP requires that all ACM classified as Regulated Asbestos Containing Materials (RACM) be handled in the following manner dependent on its characteristics as summarized below.



- All friable RACM must be removed from a building or structure that is being demolished before any wrecking or dismantling is performed.
- ACM that is determined to be non-friable in nature must be classified as a Category I or Category II material. This classification then determines, based on handling procedures, whether the material must be removed prior to renovation or demolition and the means and methods to remove the ACM in accordance with the Asbestos NESHAP.
- Category I Non-Friable Materials that may become friable if subjected to sanding, grinding, cutting, or abrading during demolition or renovation must be removed.
- Category II Non-Friable Materials with a high probability of becoming crumbled, pulverized, or reduced to a powder during construction activities (i.e., including renovation and demolition) must be removed.

The Occupational Safety and Health Administration (OSHA) Construction Standard for Asbestos (29 CFR 1926.1101) identifies building or facility owner responsibilities pertaining to asbestos containing materials. Specifically, the Standard requires building and facility owners to determine the presence, location and quantity of ACM and to provide this information to prospective employers (i.e., contractors) applying or bidding for work, whose employees may be reasonably expected to work in areas within or adjacent to areas containing such materials.

## **2.0 DESCRIPTION OF BUILDING**

The property is developed with a four-unit multi-family apartment building which was constructed in 1972. Interior identified building materials suspect for asbestos include drywall ceilings and walls, carpet adhesive, various floor tiles and associated mastics, sink undercoating, popcorn ceiling texture, 2' x 2' suspended ceiling tiles, cove base and adhesive, and blown-in insulation. Exterior building materials suspect for asbestos include exterior window caulk, various roof sealants, fiberboard and pink insulation, and roofing shingles and underlayment. Non-suspect materials for asbestos identified included metal, wood, and glass.

No records concerning previous renovation activities for the subject building was provided to Pinchin for review.



### 3.0 ACCESS LIMITATIONS

During the property inspection, Pinchin surveyed all accessible areas of the building.

- In order to prevent excessive damage to building materials, Pinchin did not invasively inspect into all wall and ceiling cavities. Pinchin looked above suspended ceiling tiles and in wall cavities where feasible.

### 4.0 ASBESTOS SURVEY INSPECTION AND METHODOLOGY

As required under AHERA, suspect ACM is categorized as thermal system insulation (TSI), surfacing materials, or miscellaneous materials. AHERA requires that at least three samples of TSI materials (i.e. piping and boiler system insulation) must be collected and analyzed by Polarized Light Microscopy (PLM).

Surfacing materials (i.e. plaster, textured ceiling material, fireproofing, etc.) is sampled in accordance to the quantity of material present as measured by its square footage as defined below.

- If less than 1,000 square feet of material is present, a minimum of three bulk samples must be collected and analyzed by PLM;
- If between 1,000 and 5,000 square feet of material is present, a minimum of five bulk samples must be collected and analyzed by PLM; and
- If greater than 5,000 square feet of material is present, a minimum of seven samples must be space collected and analyzed by PLM.

Miscellaneous materials (i.e. floor tile, mastics, roofing materials, drywall, ceiling tile, etc.) as described under AHERA sampling requirements need to be sampled "in a matter sufficient to determine" its asbestos content using the professional judgment of the accredited asbestos building inspector.

During the building inspection activities, Pinchin collected samples of suspect ACM throughout the entire building.

Pinchin entered all accessible areas and performed visual inspections for suspect materials. Sampling for ACM was conducted within homogenous areas (HA) which are defined as suspect ACM that appear to be similar based on color, texture, and date of application or installation.

### 5.0 ASBESTOS SURVEY RESULTS

Pinchin collected a total of 53 bulk materials samples from 23 different HA. Photographs depicting HA are in Appendix A. The samples were placed inside laboratory provided sealed bags and submitted under chain of custody to a third-party laboratory for analysis. Bulk samples were analyzed for asbestos content by EMC Labs, Inc. a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory.



The samples were analyzed by PLM with dispersion staining by U.S. EPA Test Methods (EPA-600/R93) and the United States National Institute of Standards and Technology (NIST) Bulk Asbestos Handbook. A copy of the laboratory data sheets, and chain of custody documentation are in Appendix B.

A summary of the survey results is provided below. Based on laboratory analytical results, bolded materials listed in the table contained asbestos in concentrations greater than one percent and are therefore considered ACM.

Table No.1 Summary of Asbestos Bulk Sample Results

HA No.	Material Type	Location	Condition	Friable (Yes/No)	Estimated Quantity	Asbestos Content (%)
HA1	<b>Drywall and Joint Compound</b>	Throughout	Good	No	<b>8,775 SF</b>	Drywall: None Detected * <b>Joint Compound: 3% Chrysotile</b>
HA2	<b>Popcorn Ceiling Texture</b>	Unit 1 and 2	Good	No	<b>1,045 SF</b>	<b>3% Chrysotile</b>
HA3	Square Pattern Linoleum and Yellow Mastic Over White Floor Tile and Yellow Mastic	Units 1, 2, 3, and 4 – Bathrooms and Unit 1 – Hallway	Good	No	115 SF	None Detected
HA4	Yellow Carpet Mastic	Units 1, 3, and 4 – Living Rooms Unit 1 and 3 Bedrooms	Good	No	630 SF	None Detected
HA5	Brown Cove Base and Yellow Mastic	Unit 1 – Kitchen	Good	No	30 LF	None Detected
HA6	12" x 12" White with Tan Flakes Floor Tile and Yellow Mastic	Unit 1 – Bedroom and Utility Room Unit 2 and 3 – Kitchen	Good	No	455 SF	None Detected
HA7	18" x 18" Tan Floor Tile and Yellow Mastic	Unit 1 – Kitchen	Good	No	140 SF	None Detected



HA No.	Material Type	Location	Condition	Friable (Yes/No)	Estimated Quantity	Asbestos Content (%)
HA8	Square Pattern Linoleum and Yellow Mastic	Unit 2 – Bathroom	Good	No	25 SF	None Detected
HA9	Unit 2 Linoleum and Yellow Mastic over Floor Tile and Yellow Mastic	Unit 2 – Utility Room	Good	No	30 SF	None Detected
HA10	12" x 12" White "Sticky-Back" Floor Tile and Yellow Mastic	Unit 2 – Kitchen below HA6	Good	No	155 SF	None Detected
HA11	2' x 2' White Suspended Ceiling Tile	Unit 2 – Bathroom	Good	Yes	30 SF	None Detected
HA12	Entry Brown Linoleum and Yellow Mastic	Entry and Stairs	Good	No	115 SF	None Detected
HA13	12" x 12" Light Grey Floor Tile and Yellow Mastic	Unit 3 – Utility Room Unit 4 – Kitchen	Good	No	180 SF	None Detected
HA14	Brown Linoleum and Yellow Mastic Over 12" x 12" White "Sticky-Back" Floor	Unit 4 – Kitchen	Good	No	144 SF	None Detected
HA15	<b>Grey Window Caulk</b>	<b>Exterior East Side Windows</b>	<b>Good</b>	<b>No</b>	<b>120 LF</b>	<b>5% Chrysotile</b>
HA16	Shed Roofing Shingle and Underlayment	Shed Roofing Shingle and Underlayment	Good	No	150 SF	None Detected
HA17	<b>Grey Roof Sealant</b>	<b>Roof</b>	<b>Good</b>	<b>No</b>	<b>2 SF</b>	<b>5% Chrysotile</b>
HA18	<b>Black Roof Sealant</b>	<b>Roof</b>	<b>Good</b>	<b>No</b>	<b>2 SF</b>	<b>5% Chrysotile</b>
HA19	12" x 12" White Rock Pattern Floor Tile and Yellow Mastic	Unit 4 – Utility Room	Good	No	30 SF	None Detected



HA No.	Material Type	Location	Condition	Friable (Yes/No)	Estimated Quantity	Asbestos Content (%)
HA20	White Sink Undercoating	Unit 2, 3, and 4 Kitchen	Good	No	12 SF	None Detected
HA21	Blown-in Attic Insulation	Attic	Good	No	1,975 SF	None Detected
HA22	Building Roofing Shingle and Underlayment	Roof	Good	No	2,025 SF	None Detected
HA23	Exterior Fiberboard and Pink Insulation	Exterior North Side	Good	No	115 SF	None Detected

LF - Linear Feet

SF – Square Feet

\*Although the drywall layer of the Drywall and Joint Compound (HA1) was found to not contain asbestos, Pinchin determined that the joint compound is inseparable. Therefore, the entire material must be treated as ACM.

## 6.0 CONCLUSIONS AND RECOMMENDATIONS

Pinchin has completed a Pre-Renovation ACM Survey of the Apartment Building located at 216 North Madison Avenue, Bay City, Bay County, Michigan. The conclusions and recommendations are based on the results of the building inspection, material sampling, and laboratory analyses. Pinchin has identified the following conclusions and recommendations:

The results of the asbestos survey indicate ACM were identified in the Apartment Building, which will require removal by a licensed abatement contractor prior to renovation activities. These materials include:

- Drywall and Joint Compound (HA1) – 8,775 Square Feet
- Popcorn Ceiling Texture (HA2) – 1,045 Square Feet
- Grey Window Caulk (HA15) – 120 Linear Feet
- Grey Roof Sealant (HA17) – 2 Square Feet
- Black Roof Sealant (HA18) – 2 Square Feet

It is recommended that a work plan (i.e. abatement specification) be prepared for the abatement project and that it be consulted during contractor selection activities.



Pinchin notes that if additional suspect materials are identified during renovation, that these materials should be sampled to determine their characteristics (i.e. whether they must be treated as ACM or not) or assumed to be ACM and handled accordingly prior to their removal and disposal.

Pinchin's reporting of quantities of materials are to be interpreted as good faith estimates for contractors inspecting and bidding on project abatement and/or renovation activities; however, contractors should use their own estimates of material quantities as a basis for their project cost estimates.

This report has been reviewed for its completeness and accuracy. Please feel free to contact our office at 800.313.2966 to discuss this report.

Yours truly,

**Pinchin, LLC**

Prepared by:

*Samantha Russo*

Samantha Russo  
Field Scientist

Reviewed by:

*Richard Michalski*

Richard Michalski  
Industrial Hygiene Project Manager

Encl.:   Appendix A:   Photographic Log from Site Inspection  
          Appendix B:   Laboratory Analytical Data and Chain of Custody Documentation

Document1

Template: Master Pre- Renovation/Pre-Demolition Asbestos Containing Materials Small Survey, HAZ, March 15, 2025

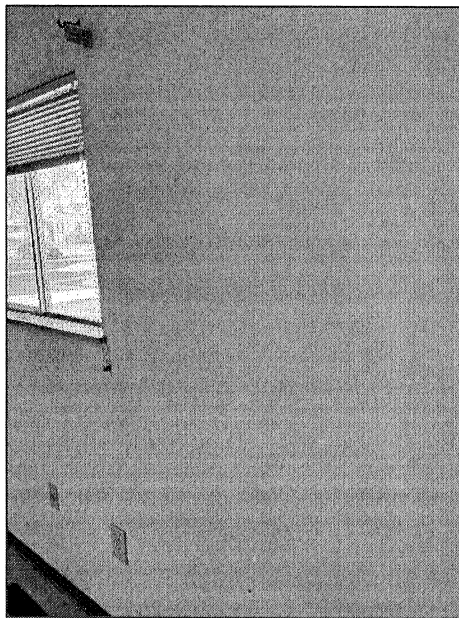


Photo Log  
216 North Madison Avenue, Bay City, Bay County, Michigan  
Bay City Housing Commission

Taken on: April 2025  
Taken by Mr. Richard Michalski  
Pinchin File: R252.00400.001



Exterior View of Subject Property



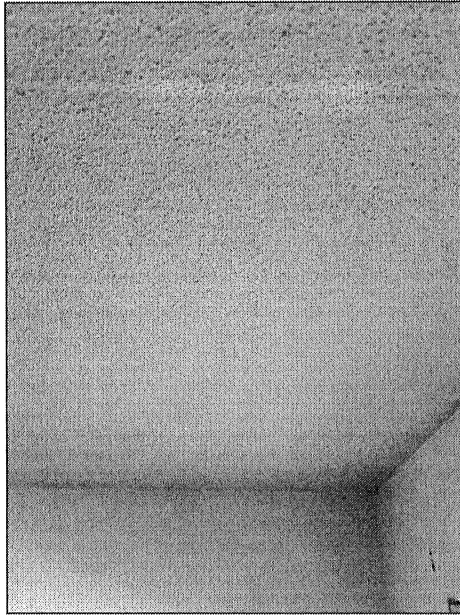
View of Asbestos Containing Drywall and Joint Compound  
(HA1)





**Photo Log**  
216 North Madison Avenue, Bay City, Bay County, Michigan  
Bay City Housing Commission

Taken on: April 2025  
Taken by Mr. Richard Michalski  
Pinchin File: R252.00400.001



**View of Asbestos Containing Popcorn Ceiling Texture  
(HA2)**



**View of Square Pattern Linoleum and Yellow Mastic over White Floor Tile and Yellow Mastic  
(HA3)**