

11 February 2022

Elio Longo, MBA
Chief Financial Officer
Westport Public Schools
110 Myrtle Avenue
Westport, CT 06880

**RE: Proposal for Annual Limited Indoor Air Quality (IAQ) and Bio-Aerosols (Mold) Surveys and Management - 2022
Long Lots Elementary School
13 Hyde Lane
Westport, CT 06880
Langan CT Project No.: 140238501**

Dear Mr. Longo,

Langan CT, Inc. (Langan) is providing this proposal for annual limited Indoor Air Quality (IAQ) and bio-aerosol assessments at the Long Lots Elementary School referenced above. Based on our discussions, we understand that there are continuing concerns about possible IAQ/mold issues and the Town of Westport would like to perform periodic surveys and air sampling from representative locations throughout the building throughout the year. Langan is proposing to perform these surveys and air sampling services three times a year, during the spring, summer and fall seasons.

Langan has conducted many indoor air quality studies for IAQ, mold, particulates, volatile compounds, and comfort parameters at both public and private schools throughout Connecticut. Given the sensitive nature of a school setting and the variability associated with IAQ sampling, we believe it is appropriate to conduct these scopes with our most experienced senior-level scientists. The senior manager in charge of Langan's Hazardous Building Materials (HBM) and Indoor Air Quality group, Matthew Myers, has 30 years of experience working with school districts throughout Connecticut in this capacity, and holds a Masters Degree in Occupational Safety and Health and Industrial Hygiene. Mr. Myers would be in the field, and responsible for properly executing the following scope of services.

SCOPE OF SERVICES

The following summarizes our proposed scope of services for each survey/round of air sampling.

Task 1 – Visual Assessments, IAQ Sampling and Reporting

Visual Assessments

Langan will visually assess various accessible areas of the school for the presence of water intrusion, water damaged building materials, suspect visible mold, etc, and document site conditions. The visual assessments may also include accessible mechanical areas and

Heating, Ventilation and Air Conditioning (HVAC) systems for the areas of concern, if we believe these components to be contributing to the IAQ issues.

Comfort Parameters Sampling

Langan will obtain temperature, relative humidity, carbon dioxide, and carbon monoxide (i.e. Comfort Parameters) using an TSI Q-Trak IAQ meter, model number 7575-X or equivalent.

Mold Sampling

To assess for the presence of mold in the indoor air at representative locations throughout the school, Langan will collect samples as follows:

- Air samples will be collected from interior representative areas throughout the building, (lower level classrooms – three samples, 200 wing – two samples, gymnasium and 100 wing – three samples, library and main offices – two samples, and auditorium/stage and adjacent classrooms – two samples).
- A minimum of four exterior air samples will be collected in close proximity to air intakes and/or operable windows.
- As prudent, bulk or tape lift samples of suspect mold impacted building materials (if present) may be collected (may include moisture meter testing as well).

Each air sample will be collected on Air-O-Cell™ air cassettes, and will be analyzed by EMSL of North Cinnaminson, New Jersey for fungal spores and particulates by optical microscopy Methods MICRO-SOP-201, EMSL Method 05-TP-003 and ASTM D7391. Bulk or Tape Lift samples, if taken, will be analyzed via microscopic examination for fungal spores, fungal structures, hyphae, and other particulates per EMSL Method M041. All sample analysis will be placed on two-day turn-around time.

Reporting

Comfort parameter sampling results will be evaluated by comparing the results against recommended ASHRAE (American Society of Heating, Refrigeration and Air-Conditioning Engineers), NAAQS (National Ambient Air Quality Standards), NIOSH (National Institute of Safety and Health) and OSHA (Occupational Safety and Health Administration) guidelines and recommendations. Mold in air sample results will be evaluated by comparing the interior and exterior fungal spore types and counts as well as previous rounds of air sampling after several rounds have been completed. Mold in bulk/tape lift sample results (if samples are obtained) will be evaluated by the number of fungal spore types and counts identified. If directed, Langan will complete a draft summary report documenting the sampling procedures, laboratory results, and our conclusions and recommendations. This proposal assumes one round of report edits and an oral discussion of the findings. If requested, a hard and electronic copy of the final letter report will be provided to the client.

Task 2 – IAQ Management

IAQ management including meetings, conference calls and general consulting services.

ESTIMATED FEE

This cost estimate assumes unrestricted access to the site (e.g., all agreed upon buildings and spaces).

Base Services

Scope of Services	Langan Fee	Laboratory Allowance and Expenses
Indoor Air Quality Assessment and Reporting		
Task 1 (Three Survey Rounds) – Visual Assessment and IAQ Sampling Reporting	\$3,000 ⁽²⁾ /round \$2,000/round	\$1,400 ⁽¹⁾ /round \$350 (reimbursables)/round
Task 2 – IAQ Management	\$1,500 ⁽³⁾ /round	\$150 (reimbursables)/round
Estimated Subtotal Per Round	\$6,500	\$1,900
TOTAL		\$8,400

- (1) Assumes up to 20 (12 interior, four exterior per round – estimate three rounds of sampling) Air-O-Cell and bulk/tape lift samples (at \$70/sample). Additional samples (if needed) will be billed at unit price. Reimbursables include the IAQ meter at \$150/day and mileage.
- (2) We assume that access to the areas will be unrestricted and all field work can be completed in one day, in an 8-hour period. Proposed fees assume two Langan personnel for each site visit. Task one is billed lump sum.
- (3) Additional consulting services for field work, phone calls and/or meetings will be billed on a Time and Materials basis at \$100/hour (IAQ inspector), \$175/hour (senior project manager) and \$260/hour (principal). Fee listed above in Task 2 includes time for phone consultation and/or meetings and is billed hourly. Additional site investigation is not included in the fee.

LIMITATIONS

It is our understanding that our assessment, site visit and report will be lump sum and on a per sample cost. Additional assessment and sampling (if requested) and Task 2 will be billed on a time and materials basis in accordance with the rates/sample costs listed above. Langan will not exceed the estimated fees above without prior approval by the client.

CLOSURE

We appreciate the opportunity to work with you on this project. Should you have any questions or comments, please do not hesitate to contact us at 203-562-5771 with any question.

Sincerely,
Langan CT, Inc.

Matthew A. Myers
Senior Project Manager

Jamie P. Barr, L.E.P.
Principal/Vice President

Elio Longo, MBA
Chief Financial Officer
Westport Public Schools
110 Myrtle Avenue
Westport, CT 06880

AUTHORIZATION

Receipt of this Proposal, including the previously agreed upon General Terms and Conditions annexed hereto, is hereby acknowledged and all of the terms and conditions contained therein are accepted.

**Re: Langan CT, Inc.
Proposal for Annual Limited Indoor Air Quality (IAQ) and Bio-Aerosols
(Mold) Surveys and Management - 2022
Long Lots Elementary School
13 Hyde Lane
Westport, CT 06880
Langan CT Project No.: 140238501**

Company: _____ ("Client")

By/Title: _____
(Authorized representative)

Signature: _____

Date: _____

Langan CT, Inc. will be the contracting entity for this proposed work. All of the work will be performed by Langan Engineering and Environmental Services, Inc., which will contract to Langan CT, Inc.