



October 29, 2024

Proposal No. 2024CA330735

John Dobie, Facilities Services Manager

Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5

PROPOSAL TO PROVIDE MOULD REMEDIATION CONSULTING – MAITLAND RECREATION CENTRE, 190 SUNCOAST DRIVE, GODERICH, ONTARIO

WSP Canada Inc. (WSP) is pleased to provide The Town of Goderich (the Client) this cost proposal to provide mould consulting services associated with the remediation of mould-contaminated fibreglass insulation in the Storage Rooms located on the rink level of the Maitland Recreation Centre at 190 Suncoast Drive, Goderich, Ontario (the Site).

BACKGROUND

During the 2024 Asbestos-Containing Materials (ACM) Reassessment of the Maitland Recreation Centre (MRC), WSP observed suspect visual growth (SVG) on the fibreglass insulation on ductwork in locations 17-21 and 25-27. WSP recommended that the mould-contaminated building materials be removed following Environmental Abatement Council of Canada (EACC) Level 3 mould procedures within the rink level locations.

The following proposal outlines our Scope of Work, Method, and estimated Costs.

SCOPE OF WORK

WSP's proposed consulting services include the following:

- Developing a remediation work strategy in consultation with the Client, tenant, and contractors (as applicable).
- Obtaining remediation contractor quotes and providing technical support to the Client and the remediation contractor pertaining to the remediation activities throughout the project.
- Conducting pre-remediation Site reviews of the work areas to confirm that the proper engineering controls are in place prior to the commencing the remedial activities.
- Providing technical support to the Clients and the selected mould remediation contractor pertaining to the remediation activities throughout the project.
- Monitoring remediation activities as compared to the remediation scope of work, and in accordance with current mould remediation guidelines.
- Conducting post-remediation Site reviews to confirm the mould remediation scope of work is complete, and that the work areas are free of visible dust, debris and/or mould contamination.

- Conducting background and post-remediation mould spore-trap air sampling within the EACC Level 3 work area enclosures to assist in determining the effectiveness of the remediation activities.
- Providing a post- remediation letter of completion report to document the outcome of the remediation activities.

METHOD

Our consulting services with respect to the mould remediation progress monitoring will be carried out in accordance with the requirements of EACC Mould Abatement Guidelines, Edition 3 (2015).

Remediation Work Strategy

It is understood that the planned work must minimize disruption to tenants. To help ensure remediation work is effective, efficient, and minimizes tenant disruption and required refinishing effort and materials, it is recommended that project special considerations be identified and accounted for in a remediation strategy before tendering the remediation scope of work. Examples of potential special considerations could include:

- Required scheduling lead times.
- Estimated time required for remediation and reinstatement.

WSP proposes to coordinate one meeting with the Client to identify project special considerations, and document resulting project requirements within an updated remediation scope of work to be submitted for tendering.

Mould Sampling – Air

For Level 3 mould remediation activities, the EACC recommends conducting post-remediation clearance air sampling within the mould remediation work area enclosure prior to dismantling the enclosure. As such, following a successful post-remediation visual inspection, clearance air samples will be collected 24-48 hours post-remediation to verify the effectiveness of the remediation activities within the rink level work area enclosures. For background purposes, air samples will be collected for the comparison of mould spore levels to outdoor reference levels prior to remediation on the rink level. The total airborne spore concentrations will be measured, and the type of mould spores present (to the genus level) will be identified. Results of analysis will be reported as number of mould spores per cubic metre of air (spores/m³).

We have allowed for the collection and analysis of up to **eight air samples**, including background and post-remediation Work Area samples and associated indoor control and outdoor reference samples for comparison. The samples will be submitted on a RUSH (same-day) analytical turnaround time.

All samples collected by WSP during this assessment will be analyzed by an independent laboratory which participates in the American Industrial Hygiene Association (AIHA) Environmental Microbiology Proficiency Analytical Testing (EMPAT) program and maintains a proficient status.

REPORT & SCHEDULE

WSP is available to commence work coordination upon receipt of written approval to proceed. WSP will require a minimum of five business days' notice to coordinate field staff.

Upon completion of the remediation work and receipt of successful post-remediation sample results, WSP will prepare a letter of completion to summarize the work and close out the project. A draft electronic copy of the report will be submitted within ten business days following completion of remediation work. The final report will be submitted within 2 business days following receipt of Client edits.

COST AND PAYMENT TERMS

WSP's estimated fee to conduct the above Scope of Work is **\$7,110** (excluding HST). This estimated fee includes preparation, travel, Site monitoring, report preparation, project management, senior review, administration, and disbursements.

As the work schedule has not been confirmed at this time, for budget estimate purposes, an allowance of **up to four** inspections to conduct site monitoring has been included. Should additional site monitoring visits be required to meet the project schedule, additional fees may apply.

Fees associated with supplementary visual inspections, air sample and analysis, disbursements, etc. have not been included in the proposed Scope of Work. If during the work it is determined that additional air sampling, inspections or other services are required, WSP will contact the Clients for authorization prior to conducting additional work. Additional air samples will be charged at \$150 per sample based on a RUSH (same-day) laboratory turnaround.

Payment should be made within 30 days upon receipt of WSP's invoice.

ASSUMPTIONS

The estimated cost is based on the following assumptions:

- WSP can be provided with clear Site entry and access.
- WSP should be informed of any Site-specific health and safety hazards.
- Work will be conducted during weekends.

CLOSURE

These estimated costs have been prepared for the exclusive use of the Town of Goderich for this project. If you are in agreement with the terms stated in this proposal please sign and return it to the undersigned.

We look forward to working with you on this project. If you have any questions or require additional information, please contact the undersigned at (519) 681-2400. Thank you for considering the services of WSP on this project.

WSP Canada Inc.



Kyle Huffman
Senior EHS Consultant



Erin Kennealy
Team Lead, EHS

KH/EK

Attachments: Proposal Acceptance Form

APPENDIX A

Proposal Acceptance Form

AUTHORIZATION FOR SERVICES

CLIENT: The Town of Goderich	DATE: October 29, 2024
ADDRESS: 57 West Street, Goderich, ON N7A 2K5	
CONTACT NAME: John Dobie, Facilities Maintenance Manager	
EMAIL: jdobie@goderich.ca	
PROJECT NAME: MRC Mould Abatement Oversight	LOCATION: 190 Suncoast Drive, Goderich, Ontario
AUTHORIZATION: CLIENT requests and authorizes WSP Canada Inc. having its head office at 1-309 Exeter Road, London, Ontario (“ CONSULTANT ”) to perform the services specified in the following BASIC SERVICES and ADDITIONAL SERVICES (“ SERVICES ”) in accordance with the terms and conditions of this Authorization for Services (“ AGREEMENT ”).	
BASIC SERVICES: see Proposal 2024CA330735 dated October 29, 2024	
ADDITIONAL SERVICES: see Proposal 2024CA330735 dated October 29, 2024	
EXCLUDED SERVICES: see Proposal 2024CA330735 dated October 29, 2024	
SCHEDULE: see Proposal 2024CA330735 dated October 29, 2024	
COMPENSATION: see Proposal 2024CA330735 dated October 29, 2024	
PAYMENT: CONSULTANT will invoice CLIENT: <input type="checkbox"/> biweekly <input checked="" type="checkbox"/> monthly <input type="checkbox"/> other _____ for SERVICES performed and CLIENT agrees to pay each invoice within thirty (30) days without holdback. Interest at the rate of one per cent (1%) per month (or the maximum rate allowed by law, if lower) will be charged on all overdue amounts. CONSULTANT may suspend the SERVICES and retain all documents prepared in connection therewith, after giving CLIENT five (5) days' written notice, until any overdue amounts have been paid in full.	
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PROFESSIONAL RESPONSIBILITY AND LEGAL LIABILITY: <ul style="list-style-type: none"> • Standard of Care. The standard of care applicable to the SERVICES will be the degree of care, skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time and place that the SERVICES are performed. • Professional Liability Insurance. CONSULTANT shall maintain throughout the term of this AGREEMENT Professional Liability Insurance with a limit deemed reasonable to CONSULTANT, insuring CONSULTANT’s professional liability resulting from the performance of the SERVICES. CONSULTANT shall provide CLIENT with proof of such insurance upon written request. • Limitation of Liability. CONSULTANT’s aggregate liability to CLIENT for claims arising out of this AGREEMENT or in any way relating to the SERVICES, will be limited to the total fees paid to CONSULTANT hereunder. In no event will CONSULTANT be liable for indirect or consequential damages including without limitation loss of use or loss of profits. These limitations of liability will apply, to the extent permitted by law and will extend to and include CONSULTANT’s directors, officers, employees, insurers, agents and sub-consultants. 	

OWNERSHIP OF DOCUMENTS:

All drawings, plans, models, designs, specifications, reports, surveys, calculations and other data or documents which are prepared by or on behalf of CONSULTANT in connection with the SERVICES are and shall remain the property of CONSULTANT. CONSULTANT retains ownership of all patents, trademarks, copyrights, industrial or other intellectual property rights resulting from the SERVICES or from concepts, products, or processes which are developed or first reduced to practice by CONSULTANT in performing the SERVICES. The CLIENT will not use, infringe or appropriate such proprietary rights without the prior consent and compensation of CONSULTANT.

TERMINATION:

This AGREEMENT may be terminated for convenience by either party on thirty (30) days' written notice. This AGREEMENT may also be terminated if either party fails substantially to perform through no fault of the other and does not commence correction of such non-performance within five (5) business days of written notice and diligently complete the correction thereafter. On termination, CONSULTANT will be paid for all authorized SERVICES performed up to the termination date plus reasonable termination costs.

GOVERNING LAW:

This AGREEMENT shall be governed by and interpreted in accordance with the laws of the Province where the SERVICES are performed by CONSULTANT.

ENTIRE AGREEMENT:

This AGREEMENT contains the entire agreement of the parties and supersedes all previous communications and negotiations between them relating to the SERVICES. If CLIENT issues a purchase order in connection with the SERVICES, the terms and conditions thereof do not supersede this AGREEMENT which shall prevail over such purchase order.

LANGUAGE:

The parties hereto acknowledge having required that this AGREEMENT be drawn up in the English language. *Les parties aux présentes ont demandé que la présente entente soit rédigée en anglais.*

The Town of Goderich	WSP Canada Inc.
SIGNATURE:	SIGNATURE:
NAME:	NAME: Erin Kennealy
TITLE:	TITLE: EHS Team Lead/CIH