

**A. Cover Page**

a. **SUBJECT:** RFP and Fee Schedule for Testing and Inspections Master Contract

b. **STATEMENT OF INTEREST:** Industrial Hygiene Services Corporation (IHSC) is interested in being considered for the Master Contract with Real Estate and Construction Services for Testing and Inspections Services for the categories of Phase I and Phase II Environmental Site Assessments and Transaction Screens, vapor intrusion assessments, asbestos, lead and hazardous materials surveys. IHSC's personnel meet the definition of "Environmental Professional" as defined by 40 CFR, Section 312.10(b).

c. **COMPLETE LEGAL NAME, MAILING ADDRESS, INCLUDING 9-DIGIT ZIP CODE, COUNTY NAME, AND LEGAL STATUS**

Industrial Hygiene Services Corporation
4205 White Bear Parkway, Suite 500
Vadnais Heights, Minnesota 55110-7648

Ramsey County

S-Corporation

d. **FEDERAL ID NUMBER**

41-1890732

e. **STATE ID NUMBER**

3457094

f. **STATE VENDOR NUMBER**

20-016457200

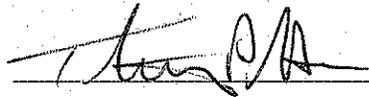
g. **WEB SITE ADDRESS**

www.ihscorporation.com

h. POINT OF CONTACT

Timothy P. Huber, CHMM, PG – President/Owner
(651) 287-5375 (Direct)
(651) 485-8046 (Cell)
(651) 766-9822 (Fax)
thuber@ihscorporation.com

i. AUTHORIZED SIGNER



Timothy P. Huber, CHMM, PG – President/Owner
(651) 287-5375 (Direct)
(651) 485-8046 (Cell)
(651) 766-9822 (Fax)
thuber@ihscorporation.com

CONSTRUCTION TESTING AND INSPECTION SERVICES RFP- EXHIBIT A

Name of Firm Industrial Hygiene Services Corporation Proposal

Dated December 4, 2009

Responder shall indicate the categories of tests and inspections for which the firm is qualified:

Geotechnical Services

- Pre-construction Soil Exploration and Testing
- Percolation Tests, Recommendations for Septic Systems
- Foundation and Pavement Design Recommendations
- Observation and Testing of Existing Soils during Excavation and Grading
- Laboratory Testing of Proposed Fill Material
- Observation and Testing of Fill and Backfill for Moisture, Compaction
- Other _____

Concrete Testing and Inspection Services

- Concrete, Grout Mix Design
- Observe and Document Formwork Construction
- Observe and Document Placement of Reinforcing Steel
- Slump, Temperature, and Air Entrainment Tests of Fresh Concrete
- Cast, Cure and Test Concrete Cylinders for Compressive Strength
- Other _____

Masonry Testing and Inspection Services

- Mortar, Masonry Fill Mix Design
- Laboratory Tests on Masonry Prisms
- Laboratory Test of Mortar and Core-fill for Compressive Strength and Bond Strength
- Special Inspection of Structural Masonry Construction (Continuous ____/ Periodic ____)
- Other _____

Structural Steel Testing and Inspection

- Strength Testing of Embedded Bolts
- Observe and Test Welded and Bolted Connections during Structural Steel and Precast Concrete Erection
- Observe and Test Welding and Screw Fastening during Metal Deck Installation
- Other _____

Pavement Testing and Inspection

- Observe and Test Rolling Operations on Subgrade Soils
- Field and Laboratory Tests on Aggregate Base
- Field and Laboratory Tests during Bituminous Paving (Continuous ____/Periodic ____)
- Other _____

Fireproofing / Firestopping Testing and Inspection

- Test Installed Spray-on Fireproofing for Thickness, Density, Adhesion
- Observe and Document Installation of Fire-Resistive Joint Systems
- Other _____

Phase I Archaeological Resources Investigation

- Determine whether cultural resources are present within the project area, and whether these resources are potentially eligible for the National Register of Historic Places (NRHP).
- All field methods and reporting of the Phase I Archaeological Resources Investigation will comply with the Minnesota State Historic Preservation Office guidelines as well as federal guidelines, and will meet the requirements of the Secretary of the Interior's Standards.
- If an archaeological site is found, wash, analyze, and catalogue all recovered artifacts. Laboratory and curation procedures will follow appropriate standard guidelines
- Curate the artifacts at the Minnesota Historical Society under Contractor's curation agreement. Contractor's lab director will ensure that the cataloging and curation meet the requirements of Minnesota's repository guidelines.
- Other _____

Phase II Archaeological Resources Investigation

- Excavate and document designated features in accordance with Minnesota State Historic Preservation Office guidelines as well as federal guidelines, and will meet the requirements of the Secretary of the Interior's Standards.
- Record excavation data on standardized forms and in the log book of the principal investigator including location and methods of testing; the numbers, types, and locations of recovered cultural materials; the depth and thickness of excavated soil layers; soil textures and inclusions; and soil color according to Munsell color charts.
- Take up to 5 radiocarbon samples if suitable materials are encountered and complete standard radiometric analysis.
- Clean, catalogue, label and bag all recovered artifacts in accordance with professional standards and submit recovered materials to the Minnesota Historical Society for curation.
- Other _____

Phase I Environmental Investigation

- Complete a Phase I Environmental Site Assessment in a manner consistent with the American Society of Testing and Materials standard for a Phase I ESA and the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup Program Guidance Document #8.
- Conduct a visual (existing structures) assessment for typical suspect asbestos containing materials (ACM).
- Assess the presence of PCBs at the subject site.
- Collect and evaluate available historical information to determine if evidence exists indicating an existing release, a past release, or a material threat of a release of hazardous substances, hazardous materials or petroleum products to the Property.
- Other: Inventory of MPCA Regulated Materials, Identification of Lead-based Paint, Transaction Screens, and Vapor Intrusion Assessments.

Phase II Environmental Investigation

- Prepare a workplan the Phase II Investigation in a manner consistent with the American Society of Testing and Materials standard for a Phase I ESA and the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup Program Guidance Document #11 to determine if potential sources of contamination identified during the Phase I Investigation are causing a release or threatened release of hazardous substances, contaminants or pollutants to the soil, surface water and ground water on the property in question.
- Prepare a site safety and contingency plan in a manner consistent with the American Society of Testing and Materials standard for a Phase I ESA and the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup Program Guidance Document #10.
- Conduct Phase II Environmental Investigation in accordance with approved work plan and in a manner consistent with the American Society of Testing and Materials standard for a Phase I ESA and the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup Program Guidance Documents.
- Other _____

Remediation Services

- Prepare and, upon approval, implement the Response Action Plan (RAP) and in a manner consistent with the American Society of Testing and Materials standard for a Phase I ESA and the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup Program Guidance Documents.
- Following completion of the RAP, prepare an Implementation Report for submission to the MPCA for review and approval in a manner consistent with the American Society of Testing and Materials standard for a Phase I ESA and the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup Program Guidance Documents.
- Other _____

Comments:

**PROJECT REFERENCES: PHASE I AND PHASE II ENVIRONMENTAL INVESTIGATION
AND REMEDIATION SERVICES**

Project 1: Phase I Environmental Site Assessment

544, 550 and 56 Shoreview Park Road
Shoreview, Minnesota
08/05/09 – 08/24/09

Scope: Phase I Environmental Site Assessment (ASTM E1527-05) of Multi Tenant
Commercial Building and Surrounding Property

Client Information: Alliance Banks
55 East Fifth Street, Suite 115
St. Paul, MN 55101

Mr. Justin Betzold
Vice President of Commercial Banking
(651) 228-2391
(651) 228-2381 (fax)

Project 2: Phase I Environmental Site Assessment and Vapor Intrusion Assessment

Vacant Parcel
Minnesota Veterans Supportive Housing
Hastings, Minnesota
02/13/09 – 03/17/09

Scope: Phase I Environmental Site Assessment (ASTM 1527-05) and Assessment of
Vapor Intrusion into Structures on Property Involved in Real Estate Transactions
(ASTM E2600-08) of a vacant parcel on the Minnesota Veterans Home,
Hastings, Minnesota campus. This project was performed on a rapid turn-around
basis to accommodate scheduled construction activities.

Client Information: State of Minnesota
Real Estate and Construction Services
309 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155

Mr. Patrick Klaren
Contract Specialist
(651) 201-2384
(651) 296-7650 (fax)

Project 3: Phase I Environmental Site Assessment

Oestreich Property
643 Adams Street SE
Hutchinson, Minnesota
10/19/07 – 11/08/07

Scope: Phase I Environmental Site Assessment, Limited Asbestos Survey and Hazardous Materials Survey

Client Information: 3M EH & SO
Bldg 224-2E-5S
St. Paul, MN 55133

Mr. Mark Gaetz
Senior Environmental Manager
(651) 737-3477
(651) 737-3400 (fax)

Project 4: Phase I Environmental Site Assessment

Proposed River Valley Riders Property
2XXX Neal Avenue South
Afton, Minnesota

Scope: Phase I Environmental Site Assessment (ASTM 1527-05) of 38-acre agricultural parcel with recommendations for additional assessment activities

Client Information: River Valley Riders
260 South 4th Street
Bayport, MN 55033

Ms. Joan Berg
RVR Executive Director
(651) 439-2558
rjberg@centurytel.net
(Fax not available, requests that e-mail be utilized in lieu of fax.)



INDUSTRIAL HYGIENE SERVICES CORPORATION

TIMOTHY P. HUBER, CHMM, PG

Experience Summary

Tim Huber is President of Industrial Hygiene Services Corporation. Mr. Huber has nearly 22 years of experience in industrial hygiene, safety, environmental program development and business management experience.

He has demonstrated experience in a wide range of environmental, health and safety programs, including: asbestos, lead, indoor air quality, microbiologic investigations and correction, hazardous materials, OSHA compliance, DOT issues, safety management systems, employee training, and total quality concepts related to integration of these programs with specific business objectives and goals.

He is a Certified Hazardous Materials Manager (Number 14321) and a Minnesota registered Professional Geologist (Number 46488).

Management Experience

Most recently, Mr. Huber's experience has been focused on the day-to-day management and strategic direction of a \$2 million business unit, employing 15 individuals. Duties included hiring, training, marketing, and financial management. With a previous employer, he led the marketing development of a new business sector area centered on the telecommunications industry. He is also a trained facilitator, capable of leading teams in national service delivery and problem solving.

Representative Project Experience

Served as a consulting industry representative on an advisory committee to

the Minnesota Department of Health in the development of rule making pertaining to the training of asbestos professionals and feasibility analysis of proposed new asbestos abatement rules.

Assisted Environmental and Industrial Hygiene departments at a Fortune 500 manufacturer in development of corporate policy and programs to meet OSHA Lead in Construction regulations.

Served as interim Environmental Health and Safety coordinator for the cellular division of a national telecommunications company. Coordinated all company-wide environmental, health and safety activities during a two-month period while a candidate search was completed.

Developed and presented state-approved training programs for the Asbestos Hazard Emergency Response Act (AHERA) regulations, including worker and supervisor training, operations and maintenance, inspection and management planning, and project design.

Developed a video training program and handbook materials on asbestos survey methodologies.

Developed curriculum and presented several industrial hygiene and health and safety training courses, including: 2-hour asbestos awareness training, hands-on demonstration of asbestos removal techniques, lead awareness and abatement techniques, and PCB handling and disposal techniques.

Directed and participated in project teams that have completed over 1000 AHERA-style asbestos inspections.



INDUSTRIAL HYGIENE SERVICES CORPORATION

TIMOTHY P. HUBER, CHMM, PG

Provided building owners direct consultation in the removal and best management practices of asbestos-containing materials, including direction to general contractors on development of construction schedules and plans.

Created software for use in client databases for the inventory and management of asbestos program data.

Coordinated numerous client liaison functions between regulators, contracting entities, building owners, and legal staff in an effort to resolve contractor, project, or regulatory disputes.

Managed health and safety, and industrial hygiene staff in the completion of job hazard analyses at most of Minnesota's wood product facilities.

Provided legal testimony in support of client activities related to product liability or regulatory disputes.

Developed comprehensive piping diagrams for use in a process safety management program at a large paper mill in Minnesota.

Primary author of a corporate compliance document addressing regulatory status and compliance in the following areas: Clean Air Act, Clean Water Act, Asbestos, Lead, PCBs, NEPA, RCRA, CERCLA, TSCA, and petroleum storage tanks.

Lead a diverse project/client team that evaluated permitting and clean air act program requirements throughout a 14 state area.

Directed project teams in the evaluation of treatment, storage, and disposal facilities handling a variety of client-generated waste materials.

Developed protocols and abstracts for environmental, health and safety compliance documents used as part of two corporations' communication programs. Specifically, DOT, accident and injury prevention, asbestos, lead, compliance audits, and waste stream profiling.

Conducted indoor air quality investigations at a number of office, laboratory, and manufacturing settings. Evaluation of building environment, HVAC efficiency, chemical exposure, and microbiologic components was conducted.

Developed comprehensive lead-based paint testing protocol and waste stream disposal program. The major component of work was to correlate lead concentration with activity to predict potential employee exposure from that activity.

Teamed with client's executive, legal, real estate, and environmental managers to evaluate business mergers, acquisitions, and divestitures.

Performed numerous microbial investigations including air and surface sampling of fungi, and determination of water infiltration points. Corrective actions plans were also developed for implementation.

Developed an environmental, health, and safety management program for a national construction development firm that addressed site acquisition, site development, design and construction, work site safety, and property management.

Developed a consolidated approach for the removal and upgrade of fuel and chemical storage tanks. The goal of this program was to obtain the greatest efficiency through streamlined bidding and execution



INDUSTRIAL HYGIENE SERVICES CORPORATION

TIMOTHY P. HUBER, CHMM, PG

of work, and conducting the work to take full advantage of applicable state reimbursement programs.

Performed comprehensive community and personnel noise monitoring as part of an expansion at a major manufacturing plant in Minnesota.

Performed investigation in building material systems and air conveyance systems for the presence of microbiologic contamination. Remediation plans were developed and oversight provided in the correction of these conditions. Work has been completed in both residential and commercial settings.

Developed standard operating procedures for evaluations required under the National Environmental Policy Act (NEPA). Implemented these procedures at a number of national telecommunications construction locations.

Served as a consulting industry representative on an advisory committee to the Division of State Building Construction in the development of standards pertaining to the sampling criteria used to assess effectiveness of microbiologic abatement operations.

Developed standard of industry protocols for the evaluation and correction of microbiologic contamination associated with building and air conveyance systems.

Professional Certifications, Licenses and Registrations

- Certified AHERA Inspector and Management Planner (Minnesota) No: AI2576 No: AM2576
 - Certified AHERA Site Supervisor (Minnesota) No: AS2576
 - Certified AHERA Project Designer (Minnesota) No:AD2576
 - Certified Hazardous Materials Manager (CHMM) No:14312
 - Minnesota Registered Professional Geologist No. 46488
 - Niton XRF Portable Analyzer Certification
 - Licensed Minnesota Lead Inspector No. LI2576
 - Licensed Minnesota Lead Risk Assessor No. LRA-2576
-
- ### **Education**
- M.S. Geology - University of North Dakota
 - B.A. Business/Economics and Geology - University of Minnesota-Morris
-
- Licensed Minnesota Asbestos Abatement Contractor (License Number 572)



INDUSTRIAL HYGIENE SERVICES CORPORATION

SUSAN M. GRUBB

Experience Summary

Susan Grubb is a Project Manager and Geologist at Industrial Hygiene Services Corporation. Ms. Grubb has 20 years of experience in environmental consulting service. She specializes in management and execution of multi-site Phase I and II Environmental Assessment projects related to real estate transactions. Her project specialties include work plan development, project and task coordination, cost estimation and budgeting, data evaluation and evaluation of remedial alternatives. Her technical specialties include Phase I and Phase II environmental assessments, asbestos, lead, and radon investigations, and subsurface investigations including soil and groundwater sampling.

Representative Project Experience

Managed fast-track Phase I and Phase II Environmental Assessments of 33 industrial and commercial sites in Dallas, Texas metropolitan area, following client and ASTM guidelines. Coordinated activities of two project teams. Coordinated Phase II activities with regulators to ensure timely resolution of site issues.

Managed and performed fast-track Phase I Environmental Assessment of a 55-story office tower occupying a one-square-block lot in downtown Minneapolis, according to stringent client guidelines and ASTM standards. Coordinated all project activities between the seller, purchaser, and lender while completing the project within a four-week schedule.

Developed Phase I Environmental Assessment Standard Operating Procedures (SOPs) and Phase I

environmental assessment training manual for national grocery retailer.

Performed due diligence investigations of 20+ sites in Minnesota and Wisconsin for a national telecommunications company. Coordinated resolution of site issues discovered during this investigation.

Teamed with clients' executive, legal, real estate, risk management, and environmental managers to evaluate business mergers and acquisitions.

Coordinated and performed Phase I and Phase II Environmental Assessments of more than 50 sites for a national gasoline retailer. Additional project activities included lead and asbestos surveys, and Phase II subsurface investigations involving sampling for petroleum, volatile organic compounds, and semi-volatile organic contaminants.

Managed and conducted 25 Phase I and Phase II Environmental Assessments and asbestos surveys of sites across Minnesota for a national convenience store chain. Coordinated resolution of wetland issues for several sites.

Conducted Phase I Environmental Assessments of three city blocks in downtown Minneapolis for a Municipal client and designed Phase II subsurface investigations for these sites.

Served as Environmental Specialist for a large manufacturer of automated farm equipment. Managed hazardous and non-hazardous waste storage, testing, manifesting and disposal for hot-dip galvanizing operations. Designed upgrades for the waste storage areas. Managed corporate asbestos abatement program.



INDUSTRIAL HYGIENE SERVICES CORPORATION

SUSAN M. GRUBB

Compiled regulatory compliance reports and coordinated spill reporting.

Managed and conducted Phase I and Phase II environmental assessments of commercial, industrial, and residential sites for a variety of commercial and industrial clients. Projects included individual and multiple sites throughout the United States and Canada. Conducted and coordinated asbestos, lead, wetlands, and radon surveys in conjunction with environmental assessments. Designed and conducted sampling activities for collection of groundwater, surface water, and soil for chemical analysis.

Professional Certifications, Licenses and Registrations

- Professional Geologist – State of Wisconsin License No. 610
- AHERA Building Inspector Minnesota No: AI2996
- AHERA Site Supervisor Minnesota No: AS2996
- 40-hour Hazardous Waste Operation and Emergency Response (HAZWOPER)
- 8-hour Annual HAZWOPER Refresher

Education

- M.S. Geology - University of Michigan, Ann Arbor, Michigan
- B.A. Geology, Minor in Spanish, Carleton College, Northfield, Minnesota

BOX A – For companies which have employed more than 40 full-time employees within Minnesota on any single working day during the previous 12 months. All other companies proceed to BOX B.

Your response will be rejected unless your business:

- has a current Certificate of Compliance issued by the Minnesota Department of Human Rights (MDHR)
- or–
- has submitted an affirmative action plan to the MDHR, which the Department received prior to the date and time the responses are due.

Check one of the following statements if you have employed more than 40 full-time employees in Minnesota on any single working day during the previous 12 months:

- We have a current Certificate of Compliance issued by the MDHR. **Proceed to BOX C. Include a copy of your certificate with your response.**
- We do not have a current Certificate of Compliance. However, we submitted an Affirmative Action Plan to the MDHR for approval, which the Department received on _____ (date). [If the date is the same as the response due date, indicate the time your plan was received: _____ (time). **Proceed to BOX C.**
- We do not have a Certificate of Compliance, nor has the MDHR received an Affirmative Action Plan from our company. **We acknowledge that our response will be rejected. Proceed to BOX C. Contact the Minnesota Department of Human Rights for assistance.** (See below for contact information.)

Please note: Certificates of Compliance must be issued by the Minnesota Department of Human Rights. Affirmative Action Plans approved by the Federal government, a county, or a municipality must still be received, reviewed, and approved by the Minnesota Department of Human Rights before a certificate can be issued.

BOX B – For those companies not described in BOX A

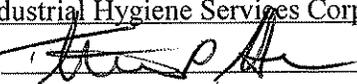
Check below.

We have not employed more than 40 full-time employees on any single working day in Minnesota within the previous 12 months. Proceed to **BOX C.**

BOX C – For all companies

By signing this statement, you certify that the information provided is accurate and that you are authorized to sign on behalf of the responder. You also certify that you are in compliance with federal affirmative action requirements that may apply to your company. (These requirements are generally triggered only by participating as a prime or subcontractor on federal projects or contracts. Contractors are alerted to these requirements by the federal government.)

Name of Company: Industrial Hygiene Services Corporation Date 12/4/09

Authorized Signature:  Telephone number: (651) 287-5375

Printed Name: Timothy P. Huber, CHMM, PG Title: President/Owner

For assistance with this form, contact:

Minnesota Department of Human Rights, Compliance Services Section

Mail: 190 East 5th St., Suite 700 St. Paul, MN 55101 TC Metro: (651) 296-5663 Toll Free: 800-657-3704

Web: www.humanrights.state.mn.us Fax: (651) 296-9042 TTY: (651) 296-1283

Email: employerinfo@therightsplace.net

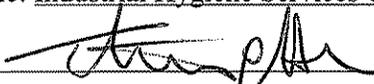
STATE OF MINNESOTA
AFFIDAVIT OF NONCOLLUSION

Firm Name: **Industrial Hygiene Services Corporation**

I swear (or affirm) under the penalty of perjury:

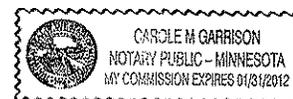
1. That I am the Responder (if the Responder is an individual), a partner in the company (if the Responder is a partnership), or an officer or employee of the responding corporation having authority to sign on its behalf (if the Responder is a corporation);
2. That the attached proposal, including fees when required to be part of the proposal, submitted in response to the Request for Proposals for above-referenced project has been arrived at by the Responder independently and has been submitted without collusion with and without any agreement, understanding or planned common course of action with, any other Responder of materials, supplies, equipment or services described in the Request for Proposal, designed to limit fair and open competition;
3. That the contents of the proposal have not been communicated by the Responder or its employees or agents to any person not an employee or agent of the Responder and will not be communicated to any such persons prior to the official opening of the proposals; and
4. That I am fully informed regarding the accuracy of the statements made in this affidavit.

Responder's Firm Name: Industrial Hygiene Services Corporation

Authorized Signature: 

Date: 12/4/09

Subscribed and sworn to me this 4th day of December 2009



Notary Public

Carole M. Garrison
My commission expires: 01/31/12

3. Contingency Fees Prohibited

Neither IHSC nor its employees act as or employ a lobbyist for compensation that is dependent upon the result or outcome of any legislation or administrative action.

4. Conflicts of Interest

Neither IHSC nor its employees have relationships that create, or appear to create, a conflict of interest with the work that is contemplated in this RFP.

CERTIFICATION REGARDING LOBBYING
For State of Minnesota Contracts and Grants over \$100,000

The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, A Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

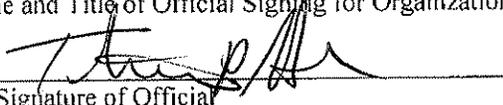
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Industrial Hygiene Services Corporation

Organization Name

Timothy P. Huber, President/Owner

Name and Title of Official Signing for Organization

By: 

Signature of Official

December 4, 2009

Date

KRASS MONROE, P.A.

ATTORNEYS AT LAW

■ Alan J. Delage
Email aland@krassmonroe.com

CONFIDENTIAL

November 13, 1997

Office of the Secretary of State
Business Services Division
180 State Office Building
St. Paul, MN 55155

Re: Industrial Hygiene Services Corporation

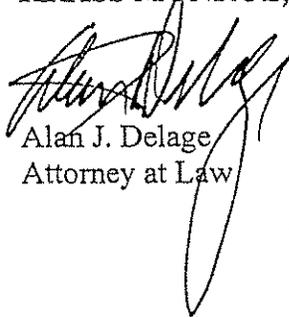
Dear Sir or Madam:

Enclosed for filing please find Articles of Incorporation for Industrial Hygiene Services Corporation. Also enclosed is our check in the amount of \$145.00 for the filing fees. Please return the original filed documents to us using the enclosed self-addressed stamped envelope.

Thank you for your assistance.

Very truly yours,

KRASS MONROE, P.A.



Alan J. Delage
Attorney at Law

AJD/slm
Enclosures

G:\WPDATA\EMPLOYEE\ALAN\CORISEC-STAT.DOC

Suite 1100 Southpoint Office Center
1650 West 82nd Street, Minneapolis, Minnesota 55431-1447
Telephone 612.885.5999 Facsimile 612.885.5969

ARTICLES OF INCORPORATION

CONFIDENTIAL

OF

INDUSTRIAL HYGIENE SERVICES CORPORATION

THE UNDERSIGNED, being a natural person of full age, for the purpose of forming a corporation under Minnesota Statutes, Chapter 302A of the laws of the State of Minnesota, as amended, does hereby adopt the following Articles of Incorporation:

ARTICLE 1

NAME

- 1.1 The name of the Corporation shall be: Industrial Hygiene Services Corporation.

ARTICLE 2

REGISTERED OFFICE

- 2.1 The location and post office address of the registered office of this Corporation in this state shall be:

146 White Pine Circle
Lino Lakes, MN 55014

ARTICLE 3

INCORPORATOR

- 3.1 The name and address of the incorporator is:

Alan J. Delage
Krass Monroe, P.A.
Suite 1100
1650 West 82nd Street
Bloomington, MN 55431

ARTICLE 4

CAPITAL SHARES

- 4.1 Authorized Shares. The aggregate number of capital shares which this corporation shall have the authority to issue is 10,000 shares.

4.2 Par Value. The shares shall be without par value, except that the shares shall have a par value of one cent per share solely for the purpose of statutes or regulations imposing a tax or fee based upon the capitalization of the Corporation, and shall have a par value fixed by the Board of Directors for the purpose of other statutes or regulations requiring the shares of the Corporation to have a par value.

4.3 Cumulative Voting Denied. There shall be no cumulative voting for directors.

4.4 Preemptive Rights Denied. No holder of any shares of the Corporation shall be entitled, as a matter of right, to any preferential, preemptive, or other rights to purchase any new or additional shares of the Corporation of any class or series, or any options, warrants or rights to purchase, subscribe for, or otherwise acquire, any such new or additional shares, or any shares, bonds, notes, debentures, or other securities convertible into or carrying options, warrants, or rights to purchase, subscribe for, or otherwise acquire any such new or additional shares.

4.5 Conversions. In addition to, and not by way of limitation of, the powers granted to the Board of Directors by the laws of the State of Minnesota (and except as may be limited or restricted by such laws), the Board of Directors shall have the following authority and powers:

(a) To establish one or more than one class or series of shares of the Corporation, set forth the designation of classes or series of shares, and fix the relative rights and preferences of classes or series of shares.

(b) To accept or reject subscriptions for, authorize the issuance of, and issue securities of the Corporation and rights to purchase securities of the Corporation.

(c) To fix or alter, from time to time, the price, voting rights, dividend rate and rights, time and price of redemption, liquidation rights and price, conversion rights, sinking fund or purchase fund rights, par value, and other terms and features of any class or series of shares, including the number of shares constituting any class or series.

(d) To establish, authorize the issuance of, and grant rights, warrants, and options entitling the holders thereof to purchase from the Corporation shares of any class or series, or bonds, notes, debentures, or other obligations convertible into shares of any class or series.

(e) To establish, authorize the issuance of, and grant the right to convert any securities or rights to purchase securities of the Corporation into shares of any class or series.

(f) To establish and fix the terms, provisions, conditions, limitations, restrictions, bases, prices, and other features of subscriptions, rights to purchase securities, warrants, options, and securities convertible into shares of the Corporation.

4.6 Voting. The shareholders shall take action by the affirmative vote of the holders of a majority of the voting power of the shares present at a duly held meeting and entitled to vote, except where a larger proportion or number is required for a particular action by the Articles of Incorporation or ByLaws of the Corporation or the laws of the State of Minnesota.

ARTICLE 5

DIRECTORS

5.1 Majority Vote. The Board of Directors shall take action by the affirmative vote of a majority of directors present at a duly held meeting, except where the affirmative vote of a larger proportion or number of directors is required by the laws of the State of Minnesota.

5.2 Action Without Meeting. Any action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting by written action that is, or counterparts of which in the aggregate are, signed by the number of directors that would be required to take the same action at a meeting of the Board at which all directors entitled to vote were present, except as to those matters which require shareholder approval, on which matters the written action shall be signed by all members of the Board of Directors then in office.

5.3 Limitation of Director Liability. A director of the Corporation shall not be personally liable to the Corporation or to its shareholders for monetary damages for any breach of fiduciary duty as a director to the full extent permitted by the Minnesota Business Corporation Act. If the Minnesota Business Corporation Act is amended to authorize the further elimination or limitation of the liability of directors, then the liability of a director to the Corporation, in addition to the limitation on personal liability provided herein, shall be limited to the fullest extent permitted by the amended Minnesota Business Corporation Act. Any repeal or modification of this Section 5.3 by the shareholders of the Corporation shall be prospective only and shall not adversely affect any limitation on the personal liability of, or any right or protection as, a director of the Corporation existing at, or with respect to any act or omission which occurred prior to, the date of such repeal or modification.

ARTICLE 6

INDEMNIFICATION

6.1 Directors, officers, employees, and agents of this Corporation shall be indemnified to the maximum extent permitted by the Minnesota Business Corporation Act, as the same exists or may hereafter be amended, for expenses and liabilities arising by reason of their position with, or by acts in such capacities on behalf of, the Corporation or another corporation which they may serve at the request of the Corporation.

ARTICLE 7

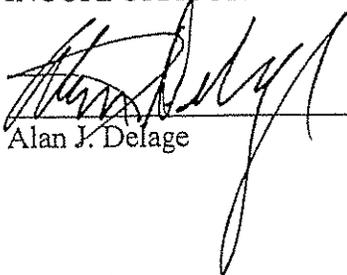
CONFIDENTIAL

AMENDMENTS

7.1 The Corporation reserves the right to amend, alter, change or repeal any provisions contained in these Articles of Incorporation in the manner now or hereinafter prescribed by statute, and all rights conferred upon shareholders herein are granted subject to this reservation.

IN WITNESS WHEREOF, the undersigned does hereby set his hand this 13th day of November, 1997.

INCORPORATOR



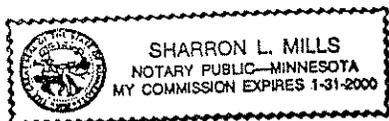
Alan J. Delage

Subscribed and sworn to before me
this 13th day of November, 1997.



Notary Public

G:\WPDATA\EMPLOYEE\ALAN\DOC\ARTHUBER.DOC



Election by a Small Business Corporation

(Under section 1362 of the Internal Revenue Code)

▶ For Paperwork Reduction Act Notice, see page 1 of instructions.

▶ See separate instructions.

Department of the Treasury
Internal Revenue Service

- Notes: 1. This election to be an S corporation, can be accepted only if all the tests are met under Who May Elect on page 1 of the instructions; all signatures in Parts I and III are originals (no photocopies); and the exact name and address of the corporation and other required form information are provided.
2. Do not file Form 1120S, U.S. Income Tax Return for an S Corporation, for any tax year before the year the election takes effect.
3. If the corporation was in existence before the effective date of this election, see Taxes an S Corporation May Owe on page 1 of the instructions.

Part I: Election Information

Please Type or Print	Name of corporation (see instructions) Industrial Hygiene Services Corporation	A Employer identification number Applied for
	Number, street, and room or suite no. (If a P.O. box, see instructions.) 146 White Pine Circle	B Date incorporated 11/12/97
	City or town, state, and ZIP code Lino Lakes, MN 55014	C State of incorporation Minnesota

D Election is to be effective for tax year beginning (month, day, year) ▶ 11/12/97

E Name and title of officer or legal representative who the IRS may call for more information Timothy P. Huber	F Telephone number of officer or legal representative
---	--

G If the corporation changed its name or address after applying for the EIN shown in A above, check this box ▶

H If this election takes effect for the first tax year the corporation exists, enter month, day, and year of the earliest of the following: (1) date the corporation first had shareholders, (2) date the corporation first had assets, or (3) date the corporation began doing business ▶ 11/12/97

I Selected tax year: Annual return will be filed for tax year ending (month and day) ▶ December 31
If the tax year ends on any date other than December 31, except for an automatic 52-53-week tax year ending with reference to the month of December, you must complete Part II on the back. If the date you enter is the ending date of an automatic 52-53-week tax year, write "52-53-week year" to the right of the date. See Temporary Regulations section 1.441-2T(e)(3).

J Name and address of each shareholder; shareholder's spouse having a community property interest in the corporation's stock; and each tenant in common, joint tenant, and tenant by the entirety. (A husband and wife (and their estates) are counted as one shareholder in determining the number of shareholders without regard to the manner in which the stock is owned.)	K Shareholders' Consent Statement. Under penalties of perjury, we declare that we consent to the election of the above-named corporation to be an S corporation under section 1362(a) and that we have examined this consent statement, including accompanying schedules and statements, and to the best of our knowledge and belief, it is true, correct, and complete. We understand our consent is binding and may not be withdrawn after the corporation has made a valid election. (Shareholders sign and date below.)		L Stock owned		M Social security number or employer identification number (see instructions)	N Shareholder's tax year ends (month and day)
			Number of shares	Dates acquired		
	Signature	Date				
Timothy P. Huber 146 White Pine Cir. Lino Lakes, MN 55014			1,000	11-12-97	470-84-0799	12/31
CONFIDENTIAL						

Under penalties of perjury, I declare that I have examined this election, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature of officer ▶ _____ Title ▶ _____ Date ▶ _____

See Parts II and III on back. Form **2553** (Rev. 9-96)

Part II Selection of Fiscal Tax Year. (All corporations using this part must complete item O and item P, Q, or R.)

CONFIDENTIAL

O Check the applicable box to indicate whether the corporation is:

- 1. A new corporation adopting the tax year entered in item I, Part I.
- 2. An existing corporation retaining the tax year entered in item I, Part I.
- 3. An existing corporation changing to the tax year entered in item I, Part I.

P Complete item P if the corporation is using the expeditious approval provisions of Rev. Proc. 87-32, 1987-2 C.B. 396, to request (1) a natural business year (as defined in section 4.01(1) of Rev. Proc. 87-32) or (2) a year that satisfies the ownership tax year test in section 4.01(2) of Rev. Proc. 87-32. Check the applicable box below to indicate the representation statement the corporation is making as required under section 4 of Rev. Proc. 87-32.

1. Natural Business Year I represent that the corporation is retaining or changing to a tax year that coincides with its natural business year as defined in section 4.01(1) of Rev. Proc. 87-32 and as verified by its satisfaction of the requirements of section 4.02(1) of Rev. Proc. 87-32. In addition, if the corporation is changing to a natural business year as defined in section 4.01(1), I further represent that such tax year results in less deferral of income to the owners than the corporation's present tax year. I also represent that the corporation is not described in section 3.01(2) of Rev. Proc. 87-32. (See instructions for additional information that must be attached.)

2. Ownership Tax Year I represent that shareholders holding more than half of the shares of the stock (as of the first day of the tax year to which the request relates) of the corporation have the same tax year or are concurrently changing to the tax year that the corporation adopts, retains, or changes to per item I, Part I. I also represent that the corporation is not described in section 3.01(2) of Rev. Proc. 87-32.

Note: If you do not use item P and the corporation wants a fiscal tax year, complete either item Q or R below. Item Q is used to request a fiscal tax year based on a business purpose and to make a back-up section 444 election. Item R is used to make a regular section 444 election.

Q Business Purpose—To request a fiscal tax year based on a business purpose, you must check box Q1 and pay a user fee. See instructions for details. You may also check box Q2 and/or box Q3.

- 1. Check here if the fiscal year entered in item I, Part I, is requested under the provisions of section 6.03 of Rev. Proc. 87-32: Attach to Form 2553 a statement showing the business purpose for the requested fiscal year. See instructions for additional information that must be attached.
- 2. Check here to show that the corporation intends to make a back-up section 444 election in the event the corporation's business purpose request is not approved by the IRS. (See instructions for more information.)
- 3. Check here to show that the corporation agrees to adopt or change to a tax year ending December 31 if necessary for the IRS to accept this election for S corporation status in the event: (1) the corporation's business purpose request is not approved and the corporation makes a back-up section 444 election, but is ultimately not qualified to make a section 444 election, or (2) the corporation's business purpose request is not approved and the corporation did not make a back-up section 444 election.

R Section 444 Election—To make a section 444 election, you must check box R1 and you may also check box R2.

- 1. Check here to show the corporation will make, if qualified, a section 444 election to have the fiscal tax year shown in item I, Part I. To make the election, you must complete Form 8716, Election To Have a Tax Year Other Than a Required Tax Year, and either attach it to Form 2553 or file it separately.
- 2. Check here to show that the corporation agrees to adopt or change to a tax year ending December 31 if necessary for the IRS to accept this election for S corporation status in the event the corporation is ultimately not qualified to make a section 444 election.

Part III Qualified Subchapter S Trust (QSST) Election Under Section 1361(d)(2)*

Income beneficiary's name and address	Social security number
Trust's name and address	Employer identification number

Date on which stock of the corporation was transferred to the trust (month, day, year) _____ ▶

In order for the trust named above to be a QSST and thus a qualifying shareholder of the S corporation for which this Form 2553 is filed, I hereby make the election under section 1361(d)(2). Under penalties of perjury, I certify that the trust meets the definitional requirements of section 1361(d)(3) and that all other information provided in Part III is true, correct, and complete.

Signature of income beneficiary or signature and title of legal representative or other qualified person making the election _____ Date _____

*Use Part III to make the QSST election only if stock of the corporation has been transferred to the trust on or before the date on which the corporation makes its election to be an S corporation. The QSST election must be made and filed separately if stock of the corporation is transferred to the trust after the date on which the corporation makes the S election.

STATE OF MINNESOTA
LOCATION OF SERVICE DISCLOSURE AND CERTIFICATION
LOCATION OF SERVICE DISCLOSURE

Check all that apply:

The services to be performed under the anticipated contract as specified in our proposal will be performed ENTIRELY within the State of Minnesota.

The services to be performed under the anticipated contract as specified in our proposal entail work ENTIRELY within another state within the United States.

The services to be performed under the anticipated contract as specified in our proposal will be performed in part within Minnesota and in part within another state or states within the United States.

The services to be performed under the anticipated contract as specified in our proposal DO involve work outside the United States. Below (or attached) is a description of

(1) the identity of the company (identify if subcontractor) performing services outside the United States;

(2) the location where services under the contract will be performed; _____

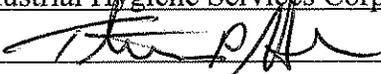
(3) the percentage of work (in dollars) as compared to the whole that will be conducted in each identified foreign location. _____

Attachment enclosed at (state where): _____

CERTIFICATION

By signing this statement, I certify that the information provided above is accurate and that the location where services have been indicated to be performed will not change during the course of the contract without prior, written approval from the State of Minnesota.

Name of Company: Industrial Hygiene Services Corporation

Authorized Signature: 

Printed Name: Timothy P. Huber, CHMM, PG

Title: President/Owner

Date: 12/4/09 Telephone Number: (651) 287-5375

State of Minnesota — Immigration Status Certification

By order of the Governor's Executive Order 08-01, vendors and subcontractors MUST certify compliance with the Immigration Reform and Control Act of 1986 (8 U.S.C. 1101 et seq.) and certify use of the *E-Verify* system established by the Department of Homeland Security.

E-Verify program information can be found at <http://www.dhs.gov/ximgtn/programs>.

If any response to a solicitation is or could be in excess of \$50,000, vendors and subcontractors must certify compliance with items 1 and 2 below. In addition, prior to the delivery of the product or initiation of services, vendors MUST obtain this certification from all subcontractors who will participate in the performance of the contract. All subcontractor certifications must be kept on file with the contract vendor and made available to the state upon request.

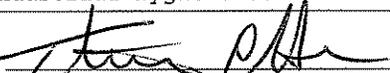
1. The company shown below is in compliance with the Immigration Reform and Control Act of 1986 in relation to all employees performing work in the United States and does not knowingly employ persons in violation of the United States immigration laws. The company shown below will obtain this certification from all subcontractors who will participate in the performance of this contract and maintain subcontractor certifications for inspection by the state if such inspection is requested; and

2. By the date of the delivery of the product and/or performance of services, the company shown below will have implemented or will be in the process of implementing the *E-Verify* program for all newly hired employees in the United States who will perform work on behalf of the State of Minnesota.

I certify that the company shown below is in compliance with items 1 and 2 above and that I am authorized to sign on its behalf.

Name of Company: Industrial Hygiene Services Corporation

Date: 12/4/09

Authorized Signature: 

Telephone Number: (651) 287-5375

Printed Name: Timothy P. Huber, CHMM, PG

Title: President/Owner

If the contract vendor and/or the subcontractors are not in compliance with the Immigration Reform and Control Act, or knowingly employ persons in violation of the United States immigration laws, or have not begun or implemented the *E-Verify* program for all newly hired employees in support of the contract, the state reserves the right to determine what action it may take. This action could include, but would not be limited to cancellation of the contract, and/or suspending or debaring the contract vendor from state purchasing.

For assistance with the *E-Verify* Program

Contact the National Customer Service Center (NCSC) at **1-800-375-5283** (TTY 1-800-767-1833).

For assistance with this form, contact:

Mail: 112 Administration Bldg, 50 Sherburne Ave. St. Paul, MN 55155

E-mail: MMDHelp.Line@state.mn.us

Telephone: 651.296.2600

Persons with a hearing or speech disability may contact us by dialing 711 or 1.800.627.3529

ACORD**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

10/12/2009

PRODUCER (952)449-0089 FAX (952)449-0208
 Bullis Insurance Agency LLC
 407 E. Lake Street #201
 P.O. Box 704
 Wayzata, MN 55391

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
 Industrial Hygiene Services Corp.
 4205 White Bear Parkway
 Suite 600
 Vadnais Heights, MN 55110

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: Cincinnati Insurance

INSURER B: CNA

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CAP7709397	12/22/2006	12/22/2009	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CAP7709397	12/22/2008	12/22/2009	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
A		EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 0	CAP7709397	12/22/2006	12/22/2009	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$ \$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below Y/N <input type="checkbox"/>	WC1909965	12/22/2008	12/22/2009	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B		OTHER Professional Liability	EEH114052007	01/01/2009	01/01/2010	\$2,000,000 Per Claim Limit \$2,000,000 Aggregate Limit

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The State of Minnesota is listed as additional insured on the general liability policy with respect to the ongoing operations of the named insured.

CERTIFICATE HOLDER

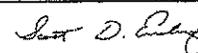
CANCELLATION

Real Estate and Construction Services
 The State of Minnesota
 309 Administration Building
 50 Sherburne Avenue
 St. Paul, MN 55155-1625

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Scott Endorf CPCU/SE



ACORD 25 (2009/01) FAX: 651.296.7650

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7. Organizational Conflict of Interest

To the best of IHSC's knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances that could give rise to organizational conflicts of interest.

8. Targeted Group and Economically Disadvantaged Business and Individuals (TG/ED):

IHSC is not a Targeted Group and Economically Disadvantaged Business.

9. Veteran-Owned/Service-Disabled Veteran-Owned Preference

IHSC is not a veteran-owned or certified service-disabled veteran-owned small business.

10. Foreign Outsourcing of Work Prohibited

Industrial Hygiene Services Corporation will perform all services under this contract within the borders of the United States. All storage and processing of information shall be performed within the borders of the United States. This provision will also be applied to work performed by subcontractors at all tiers.



INDUSTRIAL HYGIENE SERVICES CORPORATION

4205 White Bear Parkway, Suite 500, Vadnais Heights, MN 55110

651-766-9811
FAX: 651-766-9822

**STATE OF MINNESOTA
REAL ESTATE AND CONSTRUCTION SERVICES
PROFESSIONAL SERVICES FOR MINNESOTA CONSTRUCTION TESTING
AND INSPECTION SERVICES**

**SCHEDULE OF CHARGES
DECEMBER 1, 2009 – NOVEMBER 30, 2010**

100 LABOR CHARGES	<u>Regular Time</u>	<u>Overtime</u>	<u>Sundays/Holidays</u>
<i>(Within 50 miles of office)</i>			
.01 Clerical/Word Processing	\$55.00	\$55.00	\$63.25
.02 Draftsperson	\$70.00	\$70.00	\$80.50
.03 Technician	\$73.50	\$82.75	\$88.35
.04 Project Manager	\$88.35		
.05 Senior Project Manager	\$102.30		
.06 Principal Scientist	\$111.60		
.07 Certified Industrial Hygienist	\$120.90		
<i>(Outside 50 miles of office)</i>			
.08 Clerical/Word Processing	\$55.00	\$55.00	\$63.25
.09 Draftsperson	\$70.00	\$70.00	\$80.50
.10 Technician	\$79.00	\$89.00	\$95.00
.11 Project Manager	\$95.00		
.12 Senior Project Manager	\$110.00		
.13 Principal Scientist	\$120.00		
.14 Certified Industrial Hygienist	\$130.00		

200 LABORATORY**PLM Bulk Sample Analysis per Sample**

.01 Regular (2-5 days)	\$25.00
.02 Rush (24 hour)	\$35.00
.03 Roofing Materials	\$50.00
.04 Standard Point Count	\$55.00
.05 Gravimetric Point Count	\$95.00

Other Analytical Services

All Turnarounds and All Analysis Types at Cost.

**300 Expenses**

Travel Expenses

.01	Employee Vehicle	Included in Labor Rates
.02	Per Diem	Included in Labor Rates

Shipping and Delivery

.03	Same Day Shipping/Delivery	Included in Labor Rates
.04	Overnight Shipping/Delivery	Included in Labor Rates

Administrative Expenses

.05	Telephone, Fax, File Retention, Computer Rental, and Copying	No Charge
.06	Other Project Expenses	Included in Labor Rates
.07	Equipment Rental	Included in Labor Rates
.08	Litigation Support Services	Included in Labor Rates
.09	Deposition and Expert Witness Testimony	Included in Labor Rates

Equipment

		<u>Daily Rate</u>	<u>Weekly Rate</u>
.11	Air Sampling Pump (High Flow)	\$28.00	\$120.00
.12	Air Sampling Pump (Low Flow)	\$28.00	\$120.00
.13	Drager Pump	\$25.00	\$85.00
.14	Draeger Tubes	\$7.00	\$0.00
.15	Real Time Aerosol Monitor (TSI Dust Trak)	\$75.00	\$300.00
.16	4 Gas Meter	\$50.00	\$200.00
.17	Moisture Monitor (Delmhorst BD 2000)	\$25.00	\$85.00
.18	Sling Psychrometer	\$12.00	\$30.00
.19	Pump Calibrator (Gillian Gilibrator)	\$20.00	\$30.00
.20	PCM Microscope	\$30.00	\$125.00
.21	Laptop Computer	\$30.00	\$125.00
.22	Rotometer	\$10.00	\$35.00
.23	Manometer	\$25.00	\$85.00
.24	Portable X-Ray Florescence Analyzer	\$215.00	\$880.00
.25	Photoionization Detector	\$200.00	\$800.00
.26	Noise Dosimeter	\$50.00	\$200.00
.27	IAQ-Calc	\$75.00	\$300.00

Notes:

- IHSC subcontractor invoices processed at Cost.
- Invoicing Terms: Per Master Contract.
- There is no analytical charge for on-site air sample analysis (PCM).
- Analytical rates include all reporting and delivery charges.
- Equipment charges will only apply if pieces are required to address specific concerns not related to typical asbestos abatement projects.
- Labor rates include reimbursable expenses and travel time within 50 miles of IHSC office.
- Labor rates include reimbursable expenses outside 50 miles of IHSC office.
- Approved rental equipment invoiced at Cost.