



Greenfield Engineering & Planning

10 South State Street
Greenfield, IN 46140
Phone: (317) 477-4320
Fax: (317) 477-4321

April 8, 2025

Board of Public Works and Safety
10 S. State Street
Greenfield, IN 46140

Re: Asbestos Inspection and IDEM Demolition Form for 18 W. South Street
ASC Group, Inc.

Dear Members,

The City is planning to demolish the building located at the referenced location known as the Fuller Building. To facilitate soliciting demolition bids, the bidders need to know the effort to dispose of any asbestos materials. ASC Group, Inc. is a qualified firm to perform this work and the effort to completed the needed work is estimated to be almost \$9,000.

The City Attorney has reviewed the proposal and has opined that the attached proposal is a sufficient contract for the work to be performed.

Staff recommends a motion to direct ASC Group Inc. to provide an asbestos inspection report and IDEM Demolition Form for 18 W. South Street as outlined in the 3/24/2025 proposal for an estimated \$9,000.

Staff is also requesting **permission to solicit demolition contractors for the demolition of 18 W. South Street.**

Glen E. Morrow, PE
City Engineer



**SCOPE OF SERVICE
ASBESTOS INSPECTION and IDEM DEMOLITION FORM
PER BUILDING/HOUSE
ASC GROUP, INC.
PREPARATION DATE: 3/24/2025**

Prepared For

City of Greenfield

Project Understanding

Asbestos Demo assessment of the structure located at 18 W South St., Greenfield, IN 46140.

The proposed work by ASC Group, Inc. is based on evaluating 1 structure by a state certified Asbestos Inspectors, inspecting the structure in one mobilization. For budgetary purposes, ASC assumed that up to 120 bulk-samples per structure [or] per property might be collected for analysis using the polarized light microscopy (PLM) method. The structure was originally built in 1906 and was a sawmill. The original structure was three stories and sits in the middle of an addition, around the building. The addition is a one-story structure that was constructed in 1960. Total square footage is roughly 5,400 square feet.

Due to safety reasons, ASC has two people working together in this structure, to conduct the inspections.

Any sample that comes back from the PLM analysis with an asbestos concentration of >one percent and equal to or less than five percent asbestos is re-analyzed using the 400-point count method. This is done to get a more accurate reading which will occasionally result in a concentration equal to or less than one percent asbestos. 400-point count analyses were not included in the original budget. A total of ten 400-point count samples were run for the project to date.

One report will be issued for this property so that it is clear to the demolition contractor what materials need to be removed prior to site demolition. The inspection shall include the entire property (historical and current structure). Should suspected asbestos, or known asbestos containing materials (ACM) be encountered, bulk sampling and analysis will be completed. The IDEM certified asbestos inspector shall partially complete an IDEM-Office of Air Quality Notification of Demolition and Renovation Form, pursuant to 326 IAC 14-10-3. The partially completed Notification of Demolition and Renovation Form shall be provided with each inspection letter report.



Summary Report

An inspection report will be prepared that shall include a brief discussion of the inspection procedures, date, inspection results, photographs, figures indicating sampling locations, and laboratory results (if applicable). The report with partially completed Notification of Demolition and Renovation Form(s) shall be submitted to the client. A Word version of the forms will be provided.

Report Distribution:

City of Greenfield:	Two (2) Hard Copies; Electronic
ASC Group, Inc.:	File copy

Project Sponsor Responsibilities

Property access will be provided to ASC Group, Inc. before work is conducted.

Prior to commencement of the field work, Client will provide electronic mapping of the project as shapefiles or geo-referenced CAD or Microstation files.

Small scale demolition during sampling will be allowed without the cost or requirement to repair the damage created by sampling.

Invoice and Payment Terms

- Monthly electronic invoices copies, along with any required documentation, will be submitted by ASC Group, Inc. to Client via email. Payment to ASC Group, Inc. is due within 10 days after receipt of invoice, except where "Pay when Paid".
- For "Pay when Paid" terms, payment is due within 10 days of receipt of payment by Client for work performed by ASC Group, Inc., but not longer than 90 days after the date of ASC Group, Inc.'s invoices, even if payment has not been received by Client.

NOTE: The costs provided for the completion of this task are good for a period of six months from the preparation date on this document.

Fee Justification

City of Greenfield
 Planning Building Demolition
 Environmental Services Asbestos Inspection

Dis. No./Contract Number:

Task:

Direct Labor Costs

Sub-Tasks	Hours by Classification									Total		
	Senior Environmental Scientist	Senior Project Manager	Project Manager	Environmental Scientist II	GIS Specialist II	Project Coordinator	Ecologist II	Safety Coordinator	Environmental Scientist III		Technical Document Specialist	Technical Editor
Task Coordination	3.00	1.00	1.00	20.00		1.00		1.00				5.00
Asbestos Survey Field Work		2.00	2.00	25.00	6.00						4.00	31.00
Asbestos Report Preparation												43.00
												0.00
												0.00
												0.00
												0.00
Total Hours	3.00	3.00	3.00	45.00	6.00	1.00	0.00	1.00	0.00	4.00	4.00	70.00
Hourly Rate \$	163.97 \$	156.36 \$	143.98 \$	96.13 \$	116.07 \$	86.17 \$	82.66 \$	155.64 \$	116.39 \$	77.06 \$	4.00	78.03 \$
Sub Total Labor Costs \$	461.30 \$	469.07 \$	428.94 \$	4,415.76 \$	690.40 \$	690.40 \$	82.66 \$	155.64 \$	463.61 \$	3,082.51 \$	312.13 \$	7,228.28 \$

Direct Costs	Quantity	Unit	Unit Cost	Subtotal
Mileage	442 Trips x	1 per Mile	0.49 \$	216.58
Meals	1 Person x	1 Person/day	541.00 \$	41.00
Lodging	1 Person x	1 Person/night	113.42 \$	113.42
Supplies, Photocopying, Digital Data	1 Sets x	1 Each	84.03 \$	84.03
ACM Sampling	120 Sets x	1 Unit/day	9.80 \$	1,176.00
		Each	\$	-
		Each	\$	-
		Each	\$	-
		Each	\$	-
		Each	\$	-
		Each	\$	-
		Each	\$	-
		Each	\$	-
Total Direct Expense Cost			\$	1,631.03

Total before rounding \$ 9,959.31

Environmental Services Asbestos Inspection Task Total \$ 9,000.00