

# Midwest Environmental Consulting Services

Tuesday, September 26, 2023

Proposal # 2309726

DuPage County Facilities Management  
421 North County Farm Road  
Wheaton, IL 60187

Attention: Daniel Perez, Facilities Supervisor

Subject: **Proposal for 16-hour Operations and Maintenance Training and 4-Hour Refresher Training for DuPage County Facilities Management**

Dear Mr. Perez,

Thank you for your interest in Midwest Environmental Consulting Services, Inc. (MEC). As requested, I am providing this proposal for the above-named service. Our proposal is as follows:

## **Item One – 4-hour Operations & Maintenance Refresher Training**

Proper employee training is one of the keys to a successful operations and maintenance (O&M) program. If building owners do not emphasize the importance of well-trained custodial and maintenance personnel, asbestos O&M tasks may not be performed properly. This could result in higher levels of asbestos fibers in the building air and an increased risk to building workers and occupants. O&M training is for employees involved in general maintenance and asbestos-containing material (ACM) repair tasks. MEC can provide this training. Items that need to be addressed are as follows:

- Background information on asbestos
- Health effects of asbestos
- Worker protection programs
- Potential Locations of ACM and Presumed Asbestos-Containing Material (PACM)
- Recognition of ACM and PACM damage and deterioration
- The O&M program for specific buildings
- Proper response to fiber release episodes
- Federal, state, and local asbestos regulations
- Proper asbestos-related work practices
- Descriptions of the proper methods of handling ACM, including waste handling and disposal
- Respirator use, care, and fit-testing
- Protective clothing- donning, use, and handling
- Hands-on exercises for techniques such as glovebag work and HEPA vacuum use and maintenance
- Appropriate and proper worker decontamination procedures.

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**Item Two – Project Cost**

Asbestos O & M Training (16-hour):	\$475.00 per person
Asbestos O & M Training Refresher (4 Hour):	\$165.00 per person

\*16-hour training will be conducted over two consecutive days. MEC will provide this training on-site at a DuPage County Facilities Management location. There is a minimum of 5 people required for the 16-hour O & M training.

If you have any additional questions, please feel free to contact me at 630-553-3989.

Best Regards,  
Midwest Environmental Consulting Services, Inc.

*Barb Ward*

Barb Ward  
Vice President of Client Relations

*Blake Mellecker*

Blake Mellecker  
President

**Payment Method**

Consulting Services, Inc.'s preferred method to receive payment is via our QuickBooks Payment platform. You are able to pay with ACH or with credit card using this platform. Our invoices will include a link that will allow you to access this platform and process your payment in a safe and secure manner. Once your signed proposal is received, a simple start up packet will be forwarded to you.

If this proposal is acceptable, please sign and return.

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Name of Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Person and Title

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P.O. Number

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Printed Name and Title

#2309726  
Proposal Number

Terms: 30 days

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