



*Emergency  
Management  
Team*

## **Scope of Work**

Prepared for:  
**Alvord Unified School District**  
**9 KPC Pkwy.**  
**Corona Ca. 92879**

Prepared By:  
**Jeremiah Cox**  
Partner

**November 9, 2021**

SERVICEMASTER EMT opened its file on 11-9-21 at **Alvord Unified School District** for a Covid-19 prevention cleaning. SERVICEMASTER EMT appreciates the opportunity to assist in your disinfection needs. The following information is respectfully submitted as an overview of the requested services required to disinfect and clean the structure and contents as dictated by the meeting held with the representatives of **Alvord Unified School District** and SERVICEMASTER EMT. The following material is presented in an order that ensures all discussed areas are properly addressed from a procedural point of view. The chronological sequence of events, in which these procedures will be performed, will be outlined later with the creation of a Critical Path Management Program (CPM) designed specifically for **Alvord Unified School District**.

As requested, we present for your consideration the following Scope of Work and estimated budget:

### Overview of Event :

- COVID-19 was first seen in China in Wuhan, Hubei Province in late 2019.
- It is a beta coronavirus similar to SARS & MERS. All three viruses have their origins in bats.
- Source believed to be an animal to person spread. Later it began to be spread person to person.
- During the week of February 23<sup>rd</sup> COVID-19 was imported by travelers and began to spread in California, Oregon & Washington.
- 80% of the cases have mild symptoms similar to common cold or flu
- 20% have severe symptoms similar to pneumonia and have been fatal in 2-3% of the instances.

### Affected Areas:

SERVICEMASTER EMT will be contracted to disinfect the following areas:

All District Facilities (as needed)

### Staffing:

It is understood that the final scope and personnel levels are to be determined upon further consultation with the management of **Alvord Unified School District**. With that understanding, in a project of this nature, we will recommend the following:

**To be determined as needed**

### Addendum:

Please note that this scope of work is based upon preliminary investigation only. As additional items become apparent the scope of work and critical path will change. All parties will be advised of deviation to scope and adjustments will be made as approved by **Alvord Unified School District**.

## Recommended Scope of Work:

Custodial support services as needed.

## Critical Path:

Understanding the sense of urgency inherent in projects of this nature, a flexible approach to the restoration project is mandatory. Following acceptance of this scope of work, a Critical Path Management (CPM) Program will be established, outlining the definitive sequence of events and their corresponding time frames for completion of each event. This CPM Program will be formulated based on the needs of **Alvord Unified School District**.

## Safety:

A copy of the SERVICEMASTER EMT Safety Plan will be included in the onsite job manual. All safety terms and conditions of the **Alvord Unified School District** safety plan will be adhered to alongside those of the SERVICEMASTER EMT Safety Plan.

## Disclaimer:

This scope is an overview of the project. Some cleaning procedures outlined above may be changed at the discretion of SERVICEMASTER EMT management to maximize effectiveness and efficiency. This scope is not intended to be a sequential outline of work but rather an overview of the project.

It is assumed that SERVICEMASTER EMT will have necessary access to the facility. Common utilities such as water and electrical power must be readily available in suitable quantities. All work and services provided for in this scope are based on initial inspections of the damage. Due to the unknowns in dealing with losses of this nature, some methods of the cleaning effort may require adjustment as the job progresses. All work provided for in this scope is intended to be accomplished under "best effort" circumstances.

Daily communication is critical for the success of any project. In an effort to keep all interested parties apprised of the status of this project, we request that SERVICEMASTER EMT's on-site Project Manager (TBD) and a designated representative from **Alvord Unified School District**, meet daily. It is preferable that this representative have decision-making authority regarding any changes, either additions or deletions, to this scope of work.

At the request of **Alvord Unified School District**, SERVICEMASTER EMT will provide Material Safety Data Sheets (MSDS) on all chemicals brought on-site and used in the restoration, cleaning/decontamination process.

#### **WARRANTY AND LIMITATION**

Nextgen Associates, Inc, dba ServiceMaster Restoration by EMT, ServiceMaster Clean and ServiceMaster Restore warrants that the Services will be provided in accordance with general industry practices for disinfecting and decontaminating facility surfaces using products that meet EPA's criteria for use against SARS-CoV-2, the cause of COVID-19. However, no warranty is made that the Services will remove all SARS CoV-2 in a facility or that your personnel or visitors will not reintroduce the virus following cleaning. **In no event shall Nextgen Associates, Inc, dba ServiceMaster Restoration by EMT, ServiceMaster Clean or ServiceMaster Restore be liable for any incidental, consequential, or punitive damages arising out of the provision of the Services**, regardless of whether such damages are sought based on breach of warranty, breach of contract, negligence, strict liability in tort, or any other legal theory. In all events, the Company's liability in connection with the order, sale or use of the product is limited to the purchase price of the Services.

#### Pricing:

**\$118.00per hr per Technician (Prevailing Wage)**

#### Conclusion:

On behalf of SERVICEMASTER EMT, I would like to thank you for allowing us this opportunity to participate in the recovery of this **Alvord Unified School District** property. In the light of such as disaster, it is our sincere desire to provide the finest in restoration and business recovery services to allow you to resume business and reopen your facility as quickly as possible.

Respectfully Submitted,  
**Jeremiah Cox**  
**Partner**