

## INQUIRY FORM

DEPARTMENT INQUIRY NO. \_\_\_\_\_

NOTE - FOR ORIGINATING DEPARTMENT:  
GIVE COMPLETE DETAILS ON ALL ITEMS, SO THE NECESSARY  
INFORMATION MAY BE SECURED ON FIRST INQUIRY.

THIS IS IMPORTANT

COMPANY

*Koch*

DEPARTMENT &amp; LOCATION OR PLANT NO.

*Maintenance*

INFORMATION REQUIRED FOR

☐ ESTIMATING☒ SPECIFIC JOB

REQUIRED

BY (DATE) *8-15-89*

PLEASE SECURE FOLLOWING: (CHECK APPROPRIATE BLOCKS)

☐ SPECIFICATIONS☐ DELIVERY☐ SAMPLE☒ PRICE INFO.☐ VISIT BY REP.LIST TWO OR MORE  
SUPPLIERS IN  
ORDER OF  
PREFERENCE:1. *OLSHAN ASBESTOS REMOVAL CORP.*

3.

2. *Superior Systems Inc.*

4.

QUANTITY

ARTICLES

RESERVE THIS SPACE  
FOR PURCHASING DEPARTMENT*1**See Attached ASBESTOS Abatement  
Subcontract inquiry package*

Blumberg No. 8113

PLAINTIFF'S  
EXHIBIT

KRC-146

INFORMATION OR MATERIAL  
ON THIS SUBJECT TO BE  
SENT TOSIGNED FOR  
ORIGINATING  
DEPARTMENT

LOCATION

SIGNED FOR  
PURCHASING  
DEPARTMENT

K 010219

ASBESTOS ABATEMENT  
SUBCONTRACT INQUIRY

I. GENERAL INSTRUCTIONS

- A. Furnish materials, labor, tools, equipment, insurance, and qualified supervision in accordance with the requirements of OSHA 29CFR1926.58 and EPA 40CFR61 to perform the removal of asbestos containing materials.
- B. Koch will furnish a project coordinator who will direct information flow.

II. LOCATION OF WORK

- A. The work shall be performed at Koch's Refinery located near Suntide Road at Corpus Christi, Texas.
- B. Bidders shall be responsible for familiarizing themselves with the jobsite and jobsite conditions under which the work shall be performed.

Arrangements for visits may be made through;

C. W. Herber - 1/512-242-8703 or  
R. M. Crossland - 1/512-242-8416

III. INCLUDE WITH QUOTATION

- A. Names and background of key personnel proposed to represent contractor for the work. The names and references of supervisors that will be on site supervising the work.
- B. Quote shall include a listing of any items to be furnished by owner not specifically addressed in this inquiry.
- C. A description of the temporary facilities required for subcontractors work, including type and size of decontamination equipment, storage facilities, and/or type and size of office spacing if required.
- D. A sample of the proposed progress reporting system to be employed by subcontractor to ensure monitoring and reporting of progress.
- E. Bidder is encouraged to submit alternate bids for work procedures that would require fewer steps and thus a quicker, more efficient completion time; and/or which are less hazardous to personnel.

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IV. SPECIFIC REQUIREMENTS OF CONTRACTOR

- of notes?*
- A. Contractor's normal work schedule shall be a 40 hour week. Work schedule shall be kept flexible to benefit the Contractor and Koch, however, the choices should be limited to a four day, ten hour shift or a five day, eight hour shift. Starting time for day work is proposed as 7:30 a.m. Overtime hours shall only be worked at the direction of Koch's Project Coordinator. With sufficient advance notice Contractor shall revise work schedule to perform Saturday/Sunday work or night work without use of overtime, if requested by Koch.
- B. Contractor shall provide ~~scaffolding~~ <sup>and</sup> labor associated with the erection and dismantling of ~~the~~ scaffolding. Contractor shall color code or identify Contractor's scaffolding to the satisfaction of Koch's Materials Department to differentiate from Koch-owned scaffolding. *all scaffolding  
tools*
- C. Contractor shall provide multi-crafted workmen who are sufficiently skilled to perform scaffolding work as well as insulation removal and installation.
- D. Contractor shall install new insulation in accordance with thicknesses as specified in the latest edition of Koch's Insulation Standard and Specifications. *7*
- E. Daily Time Sheets shall be submitted to Koch's Project Coordinator for approval. A copy of all Material Order Forms shall also be supplied to Koch's Project Coordinator. These Material Order Forms shall identify where the material is to be used, i.e., line # or equipment #.
- F. Contractor shall file an Abatement Plan with EPA, OSHA, State and Local Agencies as required prior to the start of work. A copy of this plan shall be submitted to Koch's Project Coordinator.
- G. Contractor shall attend a Safety Orientation with Koch's Loss Control Department prior to start of work and shall adhere to all safety requirements as outlined in this Orientation Meeting.

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- ~~1.~~ Contractor shall attend a Security Orientation with Koch's Security Department prior to start of work and shall adhere to Koch's Security Policy and Procedures.
- H ~~2.~~ With sufficient advance notice Contractor shall start work with a crew of six to eight people; and as approved by Koch, build crew up to 18 to 20 people.
- I ~~3.~~ The Contractor shall supply a weekly productivity report to the Koch Project Coordinator. A separate report shall be supplied for removal and installation. The productivity report shall include the following:
1. Project Title
  2. Date work was performed
  3. Manhours this date
  4. Productivity this date
    - a) lineal feet per manhour
    - b) equivalent feet per manhour
  5. Cumulative manhours
  6. Cumulative productivity
    - a) lineal feet per manhour
    - b) equivalent feet per manhour
  7. Itemized list of each pipe size insulated
    - a) straight pipe
    - b) elbows, tees
    - c) valves

To calculate completed footages, 50% will be given for insulation and 50% will be given for jacketing completion. Equivalent footages shall be calculated by allotting 4 feet for each elbow or tee, 12 feet for each valve, and 1 foot for each lineal foot of pipe.

The number of hours used for determining productivity shall consist of all on-site hours expended by the contractor, except those of its Project Manager or non-working superintendents. Clerks and administrative personnel in the field shall be included in the productivity basis.

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- K. Contractor's books, records, correspondence, accounting procedures and practices and any other supporting evidence relating to this Contract (all the foregoing hereinafter referred to as "Records") shall be open to inspection and subject to audit and/or reproduction, during normal working hours, by Agent or its authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims based on Contractor's actual costs (including direct and indirect costs and overhead allocations) incurred or units expended, directly in the performance of work under this Contract. For the purpose of evaluating or verifying such actual or claimed costs or units expended?

*Koch - authorized  
Agent or representative*

*period*

Agent or its authorized representative shall have access to said records from the effective date of this Contract, for the duration of the work and until one (1) year after the date of final payment by Agent to Contractor pursuant to this Contract.

Agent or its authorized representative shall have access, during normal working hours, to all necessary Contractor facilities, and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with the provisions of this Article. Agent shall give Contractor reasonable advance notice of intended audits.

- L. Contractor shall provide dry storage for insulating materials.

V. ITEMS FURNISHED BY KOCH *all*

- A. Koch will furnish insulation materials and jacketing unless otherwise specified. If Contractor is asked to furnish these materials, they shall be furnished in accordance with Contractor's rates attached hereto.

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- B. Koch will supply the following utilities:
1. Sanitary water supply
  2. Sanitary sewer
  3. Temporary restroom facilities, Skid-O-Kan or equal, shall be provided by the Contractor in locations approved by the Company. The Contractor shall maintain such facilities in a sanitary condition and, upon completion of the job, repair the area acceptable to the Company.
  4. Koch shall provide electrical power at 115V capacity as required by the Contractor.
  5. The Contractor shall furnish air and fuel needed for the job.
  6. Contractor shall not use, or tie-in to, any Plant Utility System without express permission of the Project Coordinator.
- C. Koch will take custody of the asbestos containing material after proper bagging and labeling by the Contractor and will be responsible for disposal of same. Records of disposal, including copies of hazardous waste manifests, will be given to Contractor.

VI. GENERAL CONDITIONS

2. All work done on Koch property or in conjunction with Koch facilities shall be done per the applicable Koch Standards and/or Specifications, and under the scrutiny of the plant's Safety and Security Rules and Regulations. The Contractor is responsible for the knowledge and enforcement of these regulations upon their work forces. It is also the Contractors responsibility to inform any subcontractors they use in the execution of this Contract about these documents.

In the event Koch Specifications do not cover a specific part of this contract, the work shall be completed under the Uniform Building Code and applicable OSHA regulations.

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It is important the Contractor understand the work being performed is in an existing plant and equipment will be in operation during the construction period. The Contractor must plan and coordinate his activities so as not to interfere with the continued plant operations. Full access by others to roadways, buildings, equipment and other operating facilities shall not be hindered without specific permission from appropriate refinery supervisors.

The Project Coordinator will have final judgement as to what is a work day. Inclement weather shall not hinder work from proceeding. Discussion of all work stoppages with the Project Coordinator in advance is required.

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