



March 6, 2026

Hamilton-Wentworth Catholic District School Board
c/o LANHACK Consultants Inc.
1709 Upper James Street
Hamilton, Ontario L9B 1K7

E-mail: CLancia@lanhack.ca

Attention: Carlo Lancia

Re: Hazardous Building Materials Assessment Proposal (Pre-construction)

Blessed Sacrament Catholic Elementary School, 315 E 37th Street, Hamilton, Ontario –
Gym Roof Replacement Project
Pinchin File: 368268.004

Pinchin Ltd. (Pinchin) is pleased to provide this proposal to Hamilton-Wentworth Catholic District School Board (Client) to complete an assessment for hazardous building materials in the building located at Blessed Sacrament Catholic Elementary School, 315 E 37th Street, Hamilton, Ontario – Gym Roof Replacement Project.

The objective of the assessment is to identify specified hazardous building materials in preparation for the roof replacement. The assessment report will provide sufficient detail to allow for the preparation of specifications for handling of these materials.

Pinchin has previously completed assessments in the building, which will be reviewed and relied on, where possible, as part of this assessment:

- Asbestos Assessment, Blessed Sacrament, 315 East 37th Street, Hamilton, Ontario, dated July 11, 2025, prepared by Pinchin Ltd., File No. 320582.004.

1.0 SCOPE OF ASSESSMENT

The assessed area will consist of assessing the Gymnasium (Location 1038) affected by the planned roof replacement project, as reported in an email dated March 6, 2026.

The assessment will establish the type of Hazardous Building Materials, locations and approximate quantity incorporated in the structure and its finishes. For the purpose of this proposal, Hazardous Building Materials are defined as follows:

- Asbestos
- Lead
- Mercury
- Silica (free crystalline silica)



- Polychlorinated Biphenyls (PCBs)
- Visible Mould or Water Damage

Arsenic, acrylonitrile, benzene, coke oven emissions, ethylene oxide, isocyanates and vinyl chloride monomer are not typically found in building materials in a composition/state that is hazardous and were not included in this assessment. Should the Client have any information regarding the use of these materials in processes, it should be reported to Pinchin prior to the start of the assessment.

The assessment excludes the following:

- Articles belonging to the owner, tenant or occupant (e.g. stored items, furniture, appliances, etc.);
- Underground materials or equipment (e.g. vessels, drums, underground storage tanks, pipes, etc.);
- Building envelope, structural components, inaccessible or concealed materials or other items where sampling may cause consequential damage to the property;
- Energized systems (e.g. internal boiler components, elevators, mechanical or electrical components);
- Controlled products (e.g. stored chemicals, operational or process-related substances); and
- Settled dust, spills, or residual contamination from prior spills.

2.0 METHODOLOGY

A room-by-room assessment (rooms, corridors, service areas, exterior, etc.) will be conducted to identify the hazardous building materials as defined in the scope.

Demolition of exterior building finishes, masonry walls (chases, shafts etc.), and structural surrounds is not conducted.

Pinchin will make reasonable efforts to identify concealed materials during our assessment. However, due to the inherent limitations posed by building occupancy and the concealed nature of certain materials or assemblies, some components may remain inaccessible or undetectable. As a result, there may be unknown conditions that cannot be fully resolved without extensive destructive testing, which may not be feasible during our work.

Limited demolition of masonry block walls (core holes) will be conducted to investigate for loose fill vermiculite insulation. The core holes are temporarily patched with a suitable product (e.g. caulk or foam).



Sampling of roofing materials will be conducted. Repairs to the roof will be made by a qualified roofer retained by the Client.

All samples collected will be analyzed by accredited laboratories using the following test methods:

Material	Test Method
Asbestos*	EPA/600/R-93/116, Polarized Light Microscopy
Lead in Paint	Flame Atomic Absorption (FAA)
PCBs in Caulking	Ultrasonic Extraction – Gas Chromatography

* Samples of materials will be collected at a rate that is in compliance with the requirements of applicable regulations and guidelines. Sampling of certain building materials may not be conducted after specific construction or installation dates based on end of use dates, phase-outs, and Pinchin’s experience. These materials will be assumed to be non-asbestos. In some cases, manufactured products such as asbestos cement pipe will be visually identified without sample confirmation.

3.0 SCHEDULE

The report will be issued as per the following options:

- **Option 1 (regular turnaround time)** - within approximately 15 working days from completion of the site work.
- **Option 2 (rush turnaround time)** - within approximately 5 working days from completion of the site work.

The assessment is to be performed during normal working hours. Premium time (weekends and nights) is not included.

4.0 DELIVERABLES

The report will detail the findings of our assessment and any relevant recommendations. Drawings, photographs, laboratory analytical certificates and assessment data reports will be included as appendices.

We will email a PDF copy of the report.

5.0 COST ESTIMATE AND PAYMENT TERMS

The following are our fee options to perform the assessment.



5.1 Option 1 - Regular TAT (approximately 15 days)

Pinchin Professional Fees (Consulting Fees)	Fees
Assessment and Reporting	\$1,595.00
Asbestos Bulk Samples, allow 35 sample phases* @ \$26.00 each	\$910.00
Roof Core Samples, 3 cores @ \$300.00 each	\$900.00
Lead Paint Samples, allow 3 samples @ \$26.00 each	\$78.00
PCB Bulk Samples, allow 3 samples @ \$100.00 each	\$300.00
Lift Rental Allowance	\$500.00
Total (applicable taxes not included)	\$4,283.00

5.2 Option 2 - Rush TAT (approximately 5 days)

Pinchin Professional Fees (Consulting Fees)	Fees
Assessment and Reporting	\$1,595.00
Asbestos Bulk Samples, allow 35 sample phases* @ \$52.00 each	\$1,820.00
Roof Core Samples, 3 cores @ \$600.00 each	\$1,800.00
Lead Paint Samples, allow 3 samples @ \$52.00 each	\$156.00
PCB Bulk Samples, allow 3 samples @ \$200.00 each	\$600.00
Lift Rental Allowance	\$500.00
Total (applicable taxes not included)	\$6,471.00

* Under laboratory analysis, multiple phases can be identified within a sample that are only identified with the use of the analytical equipment. As such, additional sample phases (layers) analyzed by the laboratory will be charged at the rates detailed in the table above. Once the final number of sample phases analyzed are known, if there is an exceedance, Pinchin will notify the Client.

Payment terms are net 30 days. The Client will notify Pinchin within 10 business days of receipt of invoice of any dispute with the invoice, and the Client and Pinchin agree to promptly resolve any disputed items. Payment on undisputed invoices or undisputed portions of disputed invoices, is due within 30 days of receipt of invoice.



Payment Methods Accepted by Pinchin

Pay by Cheque	Pay by EFT or Wire Payments	Pay by Interac E-Transfer
Remit payment to: Pinchin Ltd. 2360 Meadowpine Blvd, Unit 2, Mississauga, ON, L5N 6S2	Remitters in Canada: Pinchin Ltd. Canadian Imperial Bank of Commerce, Meadowvale Banking Centre 6975 Meadowvale Town Centre Circle, Unit N1, Mississauga, ON, L5N 2W7 Account # 6627919 Institution # 010 Transit # 08222 SWIFT/BIC: CIBCCATT Deposit confirmations and/or remittance advice to be sent to accountsreceivable@pinchin.com	Contact Pinchin's Accounts Receivable Coordinator (info below). The Accounts Receivable Coordinator will send a Request Money link in order to execute this transaction.

All payment methods must include reference to the **Pinchin Invoice Number** or the **Pinchin File Number**.
 For assistance, contact an Accounts Receivable Coordinator accountsreceivable@pinchin.com or 905.363.0678
 and option 5.

We request the following assistance:

1. Copies of existing hazardous building materials assessment reports and analytical data.
2. Details regarding the planned renovation, construction or demolition.
3. Hard copies of small scale (i.e., 8.5" x 11", 11" x 17") up-to-date plans of the space scheduled for renovation, and soft copies in AutoCAD if available.
4. Unimpeded access to all areas we are required to investigate on the day of the assessment (will require provision of keys or security/maintenance escort).
5. Safe roof access.
6. Roofing contractor to repair roof core sample locations.
7. Ladders or lifts of sufficient height to reach ceilings and ceiling spaces where required to investigate, above what is safely accessible from a 6 foot ladder.

6.0 TERMS AND LIMITATIONS

The proposed work is offered subject to the Terms and Conditions given in the attached Authorization to Proceed, Limitation of Liability and Terms of Engagement, this proposal, and includes the following:

- Existing reports, sampling data or test results provided to Pinchin are reviewed and may be relied upon. Pinchin takes no responsibility for analytical errors or interpretation of results provided by others.



- Pinchin will not be responsible or liable for leaks or water damage caused by roof sampling and / or repair.
- Repairs to any materials damaged through bulk sample collection as part of this assessment are not included in the fee proposal and are the responsibility of the Client.

7.0 CLOSURE

Thank you for the opportunity to provide this proposal. Please execute the enclosed Authorization to Proceed, Limitation of Liability and Terms of Engagement form in order to confirm your acceptance of the proposal. Contact Jessica Cozzitorto at 289.678.0692 or jcozzitorto@pinchin.com with any questions or concerns regarding the contents of this proposal.

Yours truly,

Pinchin Ltd.

Prepared by:

Reviewed by:

Angela Coric, MSc., GCSPCC, EPt.,
Project Coordinator

Jessica Cozzitorto, C.Tech.,
Team Leader

Encl.: Appendix I – Authorization to Proceed, Limitation of Liability and Terms of Engagement

APPENDIX I

Authorization to Proceed, Limitation of Liability and Terms of Engagement



Authorization to Proceed, Limitation of Liability & Terms of Engagement

Date: March 6, 2026	Pinchin Project Name: Hazardous Building Materials Assessment for the Gym Roof Replacement Project	
Client: HWCDDB c/o Lanhack Consultants Inc.	Pinchin Project Number: 368268.004	Project Value: \$as chosen below (plus applicable taxes)
Site Address: Blessed Sacrament, 315 East 37th Street, Hamilton, Ontario	Pinchin Project Manager: Jessica Cozzitorto Pinchin Project Manager e-mail: jcozzitorto@pinchin.com	

This confirms HWCDDB c/o Lanhack Consultants Inc. ("Client") authorizes Pinchin Ltd. ("Pinchin") to proceed with the performance of services ("Services") as outlined in our proposal dated March 6, 2026, for a value as chosen from table below (plus applicable taxes), subject to the terms and conditions contained in the proposal (if any) and this Authorization to Proceed, Limitation of Liability and Terms of Engagement, which constitute the entire agreement between Pinchin and Client (collectively, the "Agreement").

Choose services from options below; refer to proposal for full details.

Option 1 – Regular TAT	\$4,283.00	<input type="checkbox"/>
Option 2 – Rush TAT	\$6,471.00	<input type="checkbox"/>

Terms and Conditions

- Client is required to identify all known actual and potential hazardous conditions that exist within the building, on the property or in the area of the Services including but not limited to the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points, the presence of subsurface structures, tanks, lines or conduits, and actual or potential environmental contamination. Client is to identify any specific training required for access and entry to the building, property and area of the Services and to provide any necessary site-specific training at its own cost to Pinchin staff, its contractors and subcontractors. Client must provide safe access to the site and compliance with all applicable safety codes and standards for matters under the control of Client which could affect the safety of Pinchin staff, its contractors and subcontractors on site. Pinchin shall be entitled to rely on the information provided by the Client without independent verification and Pinchin assumes no responsibility for the accuracy or completeness of such information.
- The Services performed by Pinchin will be conducted in accordance with generally accepted engineering or scientific practices current in this geographical area at the time the Services are performed, subject to any physical or other constraints applicable to the Services provided. No other representation or warranty, either express or implied, is made.
- Pinchin makes no representations or warranties whatsoever, either expressed or implied, as to the legal significance of its findings, recommendations, plans, specifications or professional advice or as to other legal matters touched on in the report, including but not limited to ownership of any property or the application of any law to the facts set forth therein. Legislation, regulations and the interpretation thereof change over time and Pinchin undertakes no, and expressly disclaims any, obligation to make itself aware or to advise Client of such change. Except for reasonable reliance by the Client on Pinchin's work product in connection with the stated purpose for the Services and in accordance with this Agreement, Pinchin is not responsible for interpretations or decisions made by Client relating to the Services.
- In the event of any claim of any nature whatsoever by Client against Pinchin, its affiliates and their employees, officers, directors, shareholders, agents, contractors, subcontractors and persons for whom they are responsible in law (collectively the "Pinchin Parties"), including but not limited to claims based on tort, contract or otherwise, the total aggregate liability of the Pinchin Parties shall be limited to the lesser of: (i) any actual damages incurred by the Client and (ii) all fees billed by Pinchin (excluding disbursements and taxes billed by Pinchin) and actually paid by Client to Pinchin in connection with the specific project in respect of which the claim is being made.**
- Pinchin will not be responsible for any consequential, incidental, indirect or punitive damages, including but not limited to financial losses, credit and property transactions, financing costs, property values, loss of profit or revenue, permitting/licensing issues, follow-up actions and costs. Pinchin shall not be**



liable for the failure of any manufactured product or system of components which are supplied to Pinchin and that Pinchin uses to perform in accordance with the manufacturer's specifications or other product literature on which Pinchin reasonably relied. Pinchin will only be liable for direct damages resulting from negligence and/or breach of contract of Pinchin. Pinchin will not be liable for any losses or damage if Client has failed, within a period of two (2) years following the date upon which the claim is discovered, to commence legal proceedings against Pinchin to recover such losses or damage ("Claim Period") unless the laws of the jurisdiction which govern the limitation period which is applicable to such claim provide that the applicable limitation period is greater than the Claim Period and cannot be abridged by this Agreement, in which case the Claim Period shall be deemed to be extended by the shortest additional period which results in this provision being legally enforceable. Client and Pinchin each agree to indemnify, defend, and hold harmless the other party and their respective employees, officers, directors, shareholders, agents, contractors, subcontractors and persons for whom they are responsible in law, against all claims, demands, suits, liabilities, costs, expenses (including reasonably incurred legal fees), damages and losses suffered or incurred by any such party as a result of the negligence, willful misconduct or breach of contract by the other party.

6. If Client brings any form of claim against any third party relating to the Services and if the third party claims against Pinchin for contribution and indemnity, Client shall not seek to recover and waives any right to recover from the third party any portion of any losses or damage which may be attributed to the fault or negligence of Pinchin. In such instance, Client will discontinue its claim against any third party that claims over against Pinchin.
7. Pinchin's proposal was prepared for the consideration of Client only. Its contents may not be used by or disclosed to any party without prior written consent from Pinchin.
8. Pinchin's proposal shall be open for acceptance for a period of thirty (30) days from date of issue. The acceptance period may be extended by mutual agreement of the Client and Pinchin in writing. Pinchin reserves the right to revise the proposal beyond the stated acceptance period.
9. Client acknowledges that risks arise from subsurface and hidden or inaccessible conditions, that testing and analysis conducted in accordance with a professional standard of care may fail to detect, and as such actual conditions may differ from those inferred from inspection, testing and analysis. Pinchin can only comment on, and include in its findings, the conditions at testing locations as observed on the date(s) the assessment is performed.
10. The Services will be limited to those locations and/or areas and/or materials of concern identified by Client or scope of work as outlined in our proposal. Other areas of concern may exist but will not be investigated within the scope of this assignment.
11. Except as otherwise stated in the proposal, any budget and work estimates provided are preliminary and subject to verification and change unless otherwise agreed.
12. As used in this Agreement, "Work Product", means without limitation all information, reports, plans, data, real time sensor data outputs from monitoring devices, analytics, visualizations, writings, notes, drawings, art work, templates, documents, products, ideas, formulas, inventions, research, programs, derivative works, processes, procedures, techniques, scientific methods, designs, technologies, software, hardware, forms, formulas, discoveries, know-how, deliverables, materials, improvements, modification, alterations, developments and any and all products of any type, including all rights and claims, prepared in part or in full by Pinchin. Client further acknowledges and agrees that, in order to effectively and accurately produce the Work Product, the Work Product may contain information provided by the Client to Pinchin.
13. Work Product that is produced, rendered or otherwise provided or disclosed to Client by Pinchin shall become Client's property and may be used by the Client thereafter in such a manner and for such purposes as the Client requires at the project location for the Services and for the Work Product's intended purpose without additional compensation to Pinchin. The Work Product is intended for Client use only and Pinchin will not provide copies of Work Product, or any reports or documentation derived from Work Product, including reports, results or information to any party other than Client, unless Client, in writing, requests information to be provided to a third party or unless disclosure by Pinchin is required by law. Unless consented to by Pinchin, by written extension of reliance to a third party, any use by a third party, of any Work Product, or any reliance by a third party on or decisions made by a third party based on the findings described in the Work Product, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party. Additionally, if any Work product provided by Pinchin to Client is altered after Pinchin provides it to Client, then Pinchin shall not be held responsible for the results of the use of such altered Work Product, provided Pinchin did not participate in the alteration of such Work Product.
14. Pinchin shall exclusively own all rights, title and interest in, and to, all Work Product provided including, all rights under copyright, patent, trademark, industrial design, or any other intellectual or industrial property right,



including rights to claim Scientific Research and Development Tax Claims (the "**Intellectual Property Rights**"). The Services and documents provided by Pinchin under the terms of this agreement are "Works Made for Hire" and are the sole and exclusive property of Pinchin. Pinchin hereby grants to Client an irrevocable, perpetual, royalty-free and cost-free license, without the right to sub-license to the **Intellectual Property Rights** for the sole purpose of the Client to use the Work Product as contemplated under section 13 of this Agreement. Pinchin represents and warrants that, to the knowledge of Pinchin, the provision of the Services shall not infringe or induce infringement of any intellectual property rights of any third party.

15. Notwithstanding any other provision but subject to the requirements of any applicable law, Pinchin reserves the exclusive right to pool data provided by, or produced for, Client at its sole discretion and to use that data to aid in the completion of any and all future projects. This includes the utilization of de-identification processes which may include, but are not limited to, pseudonymizing or anonymizing the data to preserve client confidentiality. Pinchin will ensure that all identifiable and pooled data is protected and stored securely through the use of appropriate processes and technologies, which may include, but are not limited to, data encryption and the use of the principle of least privilege.
16. Invoices will be issued monthly or upon project completion unless otherwise agreed. Applicable taxes (GST, HST, QST) are additional. Amounts not received within thirty 30 days of invoice date will bear interest thereafter at a rate of 1.5% per month (18% per annum) until paid.
17. Pinchin shall not be responsible or be deemed to have breached this Agreement, and it is understood that Client will be liable for all additional costs incurred by Pinchin in the performance of the Services, as a result of conditions or acts beyond Pinchin's reasonable control, including, without limitation, acts or omissions of the Client (including changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are beyond the control of Pinchin, including failure to provide information on a timely basis or Access Restrictions not revealed to Pinchin prior to the date hereof), its subcontractors or governmental authorities, acts of God, flood, fire, earthquake, tsunami, epidemics, pandemics or explosions, war, invasion, hostilities, terrorist threats or acts, or other civil unrest, government order or law, labour stoppages or slowdowns, telecommunication breakdowns, power outages or shortages or inability or delay in obtaining supplies of adequate or suitable materials and other similar events beyond the reasonable control of Pinchin. In the event of any such delay, the contract completion date shall be extended accordingly and Pinchin shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause.
18. This Agreement shall be governed by the laws of the Province in which the Services are conducted and the federal laws of Canada applicable therein.

Acceptance Authorizes:

1. The release, to Pinchin, of information requested in connection with the Services. Pinchin undertakes to maintain the confidentiality of all such information ("Information").
2. The release by Pinchin of Information to others necessary to perform the Services or as required by law.
3. Entry and access to all areas of the property and buildings on the property, by Pinchin staff or representatives, as required, to perform the proposed services. Client shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

By signing below Client provides authorization to Pinchin to proceed and accepts the terms and conditions contained in this Agreement. In the event Pinchin provides services requested by Client, in addition to those identified above or in the proposal (where applicable), Client agrees to compensate Pinchin either on a time and material basis using the Pinchin standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

Authorized Representative Acceptance of Contract:

Signature:	
Name, Title:	
Company Name:	
Date:	



Address Pinchin's Invoice to:

PO Number:	
Company Name and Mailing Address:	
Contact Name (responsible for approving the invoice for payment):	
Contact Phone Number:	
Contact Email Address:	
Email Invoice to (if different than contact above e.g. ap@pinchin.com):	

Billing: 2360 Meadowpine Blvd. Unit 2, Mississauga, ON L5N 6S2, | PH: 1.855.746.2446

Pinchin Project Manager: Jessica Cozzitorto	Pinchin Project Number: 368268.004	Project Value: \$as chosen below (plus applicable taxes)
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Template: Master ATP, Limitation of Liability & Terms of Engagement, Standard HO, February 7, 2025

Payment Methods Accepted by Pinchin

Pay by Cheque	Pay by EFT or Wire Payments	Pay by Interac E-Transfer
Remit payment to: Pinchin Ltd. 2360 Meadowpine Blvd, Unit 2, Mississauga, ON, L5N 6S2	Remitters in Canada: Pinchin Ltd. Canadian Imperial Bank of Commerce, Meadowvale Banking Centre 6975 Meadowvale Town Centre Circle, Unit N1, Mississauga, ON, L5N 2W7 Account # 6627919 Institution # 010 Transit # 08222 SWIFT/BIC: CIBCCATT Deposit confirmations and/or remittance advice to be sent to accountsreceivable@pinchin.com	Contact Pinchin's Accounts Receivable Coordinator (info below). The Accounts Receivable Coordinator will send a Request Money link in order to execute this transaction.

All payment methods must include reference to the **Pinchin Invoice Number** or the **Pinchin File Number**.

For assistance, contact an Accounts Receivable Coordinator accountsreceivable@pinchin.com or 905.363.0678 and option 5.