



**Facilities Department**

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**MEMORANDUM**

**May 10, 2018**

**To:** Ms. Rhonda Dean  
Principal, Washburn High School

**From:** Diedra Geye, Construction Coordinator  
MPS Design & Construction

**RE: Notice of Asbestos Response Action (Washburn High School – AA368J)**

As part of the Districts' ongoing Asbestos Compliance Management Program and to facilitate Renovation Work, the following asbestos response action is scheduled to occur at Washburn High School:

**Asbestos-containing building materials will be removed in the Music Wing at Washburn High School. The abatement areas will be secured and isolated from occupied portions of the building.**

Start: Monday May 21, 2018

Completion: Friday June 8, 2018

The asbestos removal response action will be performed in accordance with federal and state regulations by a licensed asbestos abatement contractor and a licensed industrial hygiene company. All project documentation and recordkeeping will be maintained as part of the Asbestos Compliance Management Plan for Washburn High School. Please provide notification of the scheduled response action to School staff, parents, parent organizations or other organizations that use your building. The attached **Q&A flyer** can be used for notification and to address questions or concerns.

If you have any questions, please contact me at 612-668-0055. Thank you.

Copy: Lee Setter (EH&S)  
Engineer in Charge