



**ECS MID-ATLANTIC, LLC**

Geotechnical • Construction Materials • Environmental • Facilities

October 12, 2010

Mr. John Andrews, P.E.  
Capital Program Administrator  
Newport News Redevelopment and Housing Authority  
227 – 27<sup>th</sup> Street  
P.O. Box 797  
Newport News, Virginia 23607

No.: 07:10894

Reference: Asbestos-Containing Materials Survey  
Marshall Courts Property  
33<sup>rd</sup> Street and Madison Avenue  
Newport News, Virginia

Dear Mr. Andrews:

ECS Mid-Atlantic, LLC (ECS) is pleased to provide Newport News Redevelopment and Housing Authority (NNRHA) with results of our Asbestos Containing Materials Survey for the Marshall Courts property located at the intersection of 33<sup>rd</sup> Street and Madison Avenue in the City of Newport News, Virginia. The purpose of this survey was to collect and analyze bulk samples to determine the presence of Asbestos Containing Materials (ACM) for the renovation activities which are scheduled for the structures. The Marshall Courts property consists of approximately 349 apartment units located within 74 separate buildings. These apartment buildings were abated of all ACM in 1985 with the exception of the Transite roofing shingles located on a few of the structures. The purpose of this survey was to sample suspect building materials that are going to be impacted during renovation activities and to confirm the building materials located in each of the structures is similar in nature with respect to type, color, and date of installation. The building materials that were sampled during this survey were observed to be the same building materials that were located in the buildings that were not sampled. This report describes the survey and testing procedures along with our conclusions and recommendations.

A survey of the property to identify suspect ACM was performed on October 1, 2010. Forty-six (46) representative bulk samples were collected during our survey. Fourteen (14) of the samples contained multiple layers to bring the number of samples that were analyzed to sixty (60). The samples were submitted to Scientific Analytical Institute, Inc., of Greensboro, North Carolina for analysis using the EPA recommended method of Polarized Light Microscopy (PLM) coupled with dispersion staining (Method No. EPA 600/R-93/116). Applied Laboratory Services participates in the National Voluntary Laboratory Accreditation Program (NVLAP). Their NVLAP Lab Number is 200664-0.

ACM is defined as any material containing more than one percent (>1%) asbestos as determined using the method specified in Appendix A, Subpart F, 40 CFR Part 763, Section 1, Polarized Light Microscopy (PLM). A friable ACM is defined as any ACM that, when dry, can be crumbled, pulverized or reduced to powder by hand pressure. The building materials sampled as part of this survey included the white 12"x12" vinyl floor tile and mastic, gypsum wallboard system, stair tread and mastic, plaster system (brown coat & white skim), EIFS system, window caulk, roof felt paper, asphaltic roof shingles, foam mastic, and transite shingles. No fire proofing or pipe insulation was observed to be located within the apartments.

The transite shingles located on a few of the roofs is considered a Category II non-friable material that has a high probability of becoming, or has become, crumbled, pulverized, or reduced to powder by forces expected to act on the material in the course of demolition or renovation operations regulated under NESHAPS. This material was observed to be in good condition at the time of this survey. As such, it does not appear to pose a significant threat to human health or the environment in its current state. If this material is scheduled to be removed, ECS recommends the material be removed by a licensed asbestos abatement contractor in accordance with federal, state, and local regulations. ECS recommends consulting a professional demolition/renovation contractor, which is licensed to abate asbestos-containing materials in the Commonwealth of Virginia. Persons authorized to enter the buildings (e.g., owners, contractors, and maintenance personnel) should be notified of the presence of asbestos, and informed not to disturb existing ACM. If this material is scheduled to remain within the structures, an Operation and Maintenance Program (O&M) should be developed to manage all asbestos containing materials.

None of the other building materials were reported to contain asbestos fibers.

ECS appreciates the opportunity to provide our asbestos services for this project. If you have any questions or need additional information, please contact us at (757) 366-5100.

Respectfully,

**ECS Mid-Atlantic, LLC**



John R. Lewis II  
(Asbestos Building Inspector License Number 3303 002480)



Marlee A. Parker, REM/CSEM  
Principal  
Environmental Manager

**TABLE OF SUSPECT ACM SAMPLING  
 AND ANALYTICAL RESULTS**

<b>Sample #</b>	<b>ACM</b>	<b>LOCATION</b>	<b>%/TOTAL ASBESTOS</b>
B-1-A	White 12"x12" VFT	861-A	NAD
B-1-B	Mastic for White VFT	861-A	NAD
B-2-A	White 12"x12" VFT	861-A	NAD
B-2-B	Mastic for White VFT	861-A	NAD
B-3	Gypsum Wallboard System	861-A	NAD
B-4	Gypsum Wallboard System	861-A	NAD
B-5-A	Stair Tread	861-A	NAD
B-5-B	Mastic for Stair Tread	861-A	NAD
B-6-A	Stair Tread	861-A	NAD
B-6-B	Mastic for Stair Tread	861-A	NAD
B-7-A	Plaster Coat – Finish	861-A	NAD
B-7-B	Plaster Coat - Base	861-A	NAD
B-8-A	Plaster Coat – Finish	861-A	NAD
B-8-B	Plaster Coat - Base	861-A	NAD
B-9	EIFS System	861-A	NAD
B-10	EIFS System	861-A	NAD
B-11	Window Caulk	861-A	NAD
B-12	Window Caulk	861-A	NAD
B-13-A	White 12"x12" VFT	887-B	NAD
B-13-B	Mastic for White VFT	887-B	NAD
B-14-A	White 12"x12" VFT	887-B	NAD
B-14-B	Mastic for White VFT	887-B	NAD
B-15	Gypsum Wallboard System	887-B	NAD
B-16	Gypsum Wallboard System	887-B	NAD
B-17-A	Stair Tread	887-B	NAD
B-17-B	Mastic for Stair Tread	887-B	NAD
B-18-A	Stair Tread	887-B	NAD
B-18-B	Mastic for Stair Tread	887-B	NAD
B-19-A	Plaster Coat – Finish	887-B	NAD
B-19-B	Plaster Coat - Base	887-B	NAD
B-20-A	Plaster Coat – Finish	887-B	NAD
B-20-B	Plaster Coat - Base	887-B	NAD
B-21	EIFS System	887-B	NAD
B-22	EIFS System	887-B	NAD
B-23	Window Caulk	887-B	NAD
B-24	Window Caulk	887-B	NAD
B-25	Roof Shingle	886-A	NAD
B-26	Roof Shingle	886-A	NAD
B-27	Roof Felt Paper	886-A	NAD
B-28	Roof Felt Paper	886-A	NAD
B-29	Foam Mastic	887-B	NAD
B-30	Foam Mastic	887-B	NAD
<b>B-31</b>	<b>Transite Roof Shingle</b>	<b>Building 36</b>	<b>20% Chrysotile</b>
<b>B-32</b>	<b>Transite Roof Shingle</b>	<b>Building 36</b>	<b>20% Chrysotile</b>

<b>Sample #</b>	<b>ACM</b>	<b>LOCATION</b>	<b>%/TOTAL ASBESTOS</b>
B-33-A	White 12"x12" VFT	3401-A	NAD
B-33-B	Mastic for White VFT	3401-A	NAD
B-34-A	White 12"x12" VFT	3401-A	NAD
B-34-B	Mastic for White VFT	3401-A	NAD
B-35	Gypsum Wallboard System	3401-A	NAD
B-36	Gypsum Wallboard System	3401-A	NAD
B-37	Plaster Coat	3401-A	NAD
B-38	Plaster Coat	3401-A	NAD
B-39	EIFS System	3401-A	NAD
B-40	EIFS System	3401-A	NAD
B-41	Window Caulk	3401-A	NAD
B-42	Window Caulk	3401-A	NAD
B-43	Roof Shingle	837-B	NAD
B-44	Roof Shingle	837-B	NAD
B-45	Roof Felt Paper	837-B	NAD
B-46	Roof Felt Paper	837-B	NAD

VFT = Vinyl Floor Tile  
 NAD = No Asbestos Detected

**APPENDIX I**

**ASBESTOS ANALYTICAL TEST RESULTS AND CHAIN-OF-CUSTODY**



# Bulk Asbestos Analysis

By Polarized Light Microscopy  
EPA Method: 600/R-93/116 and 600/M4-82-020



**Customer:** ECS Mid-Atlantic, LLC  
2700 International Parkway  
Suite 100  
Virginia Beach, VA 23452-7855

**Attn:** Jack Lewis

**Lab Order ID:** 1011912

**Analysis ID:** 1011912PLM

**Date Received:** 10/9/2010

**Date Reported:** 10/11/2010

**Project:** Marshall Court

Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-1 - A	861A-VFT and mastic	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_1	tile				Dissolved
B-1 - B	861A-VFT and mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_47	mastic				Dissolved
B-2 - A	861A-VFT and mastic	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_2	tile				Dissolved
B-2 - B	861A-VFT and mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_48	mastic				Dissolved
B-3	861A-gyp system	None Detected	12% Cellulose	88% Other	Brown, White Non Fibrous Heterogeneous
1011912PLM_3	gypsum board: none detect; joint compnd: none detect				Crushed
B-4	861A-gyp system	None Detected	12% Cellulose	88% Other	Brown, White Non Fibrous Heterogeneous
1011912PLM_4	gypsum board: none detect; joint compnd: none detect				Crushed
B-5 - A	861A-stair tread and mastic	None Detected		100% Other	Black Non Fibrous Homogeneous
1011912PLM_5	tread				Dissolved
B-5 - B	861A-stair tread and mastic	None Detected		100% Other	Yellow, Brown Non Fibrous Heterogeneous
1011912PLM_49	mastic				Dissolved

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Bart Huber (60)

Analyst

Scientific Analytical Institute, Inc. 302-L Pomona Dr. Greensboro, NC 27407 (336) 292-3888

Nathaniel Durham, MS or Approved Signatory



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Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-6 - A	861A-stair tread and mastic	None Detected		100% Other	Black Non Fibrous Homogeneous
1011912PLM_6	tread				Dissolved
B-6 - B	861A-stair tread and mastic	None Detected		100% Other	Yellow, Brown Non Fibrous Heterogeneous
1011912PLM_50	mastic				Dissolved
B-7 - A	861A-plaster coat - bath	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_7	finish				Crushed
B-7 - B	861A-plaster coat - bath	None Detected	3% Cellulose	97% Other	Gray Non Fibrous Heterogeneous
1011912PLM_51	base		Crushed		
B-8 - A	861A-plaster coat - bath	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_8	finish				Crushed
B-8 - B	861A-plaster coat - bath	None Detected	3% Cellulose	97% Other	Gray Non Fibrous Heterogeneous
1011912PLM_52	base		Crushed		
B-9	861A-EIFS system	None Detected	10% Fiber Glass	90% Other	Gray Non Fibrous Heterogeneous
1011912PLM_9			Crushed		
B-10	861A-EIFS system	None Detected	10% Fiber Glass	90% Other	Gray Non Fibrous Heterogeneous
1011912PLM_10			Crushed		

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Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-11	861A-window caulk - black	None Detected		100% Other	Gray Non Fibrous Homogeneous
1011912PLM_11					Dissolved
B-12	861A-window caulk - black	None Detected		100% Other	Gray Non Fibrous Homogeneous
1011912PLM_12					Dissolved
B-13 - A	887B-VFT and mastic	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_13	tile				Dissolved
B-13 - B	887B-VFT and mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_53	mastic				Dissolved
B-14 - A	887B-VFT and mastic	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_14	tile				Dissolved
B-14 - B	887B-VFT and mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_54	mastic				Dissolved
B-15	887B-gyp system	None Detected	12% Cellulose	88% Other	Brown, White Non Fibrous Heterogeneous
1011912PLM_15	gypsum board: none detect; joint compnd: none detect				Crushed
B-16	887B-gyp system	None Detected	12% Cellulose	88% Other	Brown, White Non Fibrous Heterogeneous
1011912PLM_16	gypsum board: none detect; joint compnd: none detect				Crushed

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Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-17 - A	887B-stair tread and mastic	None Detected		100% Other	Black Non Fibrous Homogeneous
1011912PLM_17	tread				Dissolved
B-17 - B	887B-stair tread and mastic	None Detected		100% Other	Black Non Fibrous Homogeneous
1011912PLM_55	mastic				Dissolved
B-18 - A	887B-stair tread and mastic	None Detected		100% Other	Black Non Fibrous Homogeneous
1011912PLM_18	tread				Dissolved
B-18 - B	887B-stair tread and mastic	None Detected		100% Other	Black Non Fibrous Heterogeneous
1011912PLM_56	mastic				Crushed
B-19 - A	887B-plaster coat bath	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_19	finish				Crushed
B-19 - B	887B-plaster coat bath	None Detected	3% Cellulose	97% Other	Gray Non Fibrous Heterogeneous
1011912PLM_57	base				Crushed
B-20 - A	887B-plaster coat bath	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_20	finish				Crushed
B-20 - B	887B-plaster coat bath	None Detected	3% Cellulose	97% Other	Gray Non Fibrous Heterogeneous
1011912PLM_58	base				Crushed

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**Lab Order ID:** 1011912

**Analysis ID:** 1011912PLM

**Date Received:** 10/9/2010

**Date Reported:** 10/11/2010

**Project:** Marshall Court

Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-21	887B-EIFS system	None Detected	10% Fiber Glass	90% Other	Gray Non Fibrous Heterogeneous
1011912PLM_21					Crushed
B-22	887B-EIFS system	None Detected	10% Fiber Glass	90% Other	Gray Non Fibrous Heterogeneous
1011912PLM_22					Crushed
B-23	887B-window caulk - black	None Detected		100% Other	Gray Non Fibrous Homogeneous
1011912PLM_23					Dissolved
B-24	887B-window caulk - black	None Detected		100% Other	Gray Non Fibrous Homogeneous
1011912PLM_24					Dissolved
B-25	886A-roof shingle	None Detected	15% Fiber Glass	85% Other	White, Gray, Black Non Fibrous Homogeneous
1011912PLM_25					Dissolved
B-26	886A-roof shingle	None Detected	15% Fiber Glass	85% Other	White, Gray, Black Non Fibrous Homogeneous
1011912PLM_26					Dissolved
B-27	886A-felt paper	None Detected	70% Cellulose	30% Other	Black Non Fibrous Homogeneous
1011912PLM_27					Dissolved
B-28	886A-felt paper	None Detected	70% Cellulose	30% Other	Black Non Fibrous Homogeneous
1011912PLM_28					Dissolved

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Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-29	887B-foam mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_29					Dissolved
B-30	887B-foam mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_30					Dissolved
B-31	36-Transite shingle	20% Chrysotile		80% Other	Gray Non Fibrous Homogeneous
1011912PLM_31					Crushed
B-32	36-Transite shingle	20% Chrysotile		80% Other	Gray Non Fibrous Homogeneous
1011912PLM_32					Crushed
B-33 - A	3401A-VFT and mastic	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_33	tile				Dissolved
B-33 - B	3401A-VFT and mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_59	mastic				Dissolved
B-34 - A	3401A-VFT and mastic	None Detected		100% Other	White Non Fibrous Homogeneous
1011912PLM_34	tile				Dissolved
B-34 - B	3401A-VFT and mastic	None Detected		100% Other	Yellow Non Fibrous Homogeneous
1011912PLM_60	mastic				Dissolved

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**Date Received:** 10/9/2010

**Date Reported:** 10/11/2010

**Project:** Marshall Court

Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-35	3401A-gyp system	None Detected	12% Cellulose	88% Other	Brown, White Non Fibrous Heterogeneous
1011912PLM_35	gypsum board: none detect; joint compnd: none detect				Crushed
B-36	3401A-gyp system	None Detected	12% Cellulose	88% Other	Brown, White Non Fibrous Heterogeneous
1011912PLM_36	gypsum board only				Crushed
B-37	3401A-plaster coat bath	None Detected	3% Cellulose	97% Other	Gray Non Fibrous Heterogeneous
1011912PLM_37	single layer plaster				Crushed
B-38	3401A-plaster coat bath	None Detected	3% Cellulose	97% Other	Gray Non Fibrous Heterogeneous
1011912PLM_38	single layer plaster				Crushed
B-39	3401A-EIFS system	None Detected	10% Fiber Glass	90% Other	Gray Non Fibrous Heterogeneous
1011912PLM_39					Crushed
B-40	3401A-EIFS system	None Detected	10% Fiber Glass	90% Other	Gray Non Fibrous Heterogeneous
1011912PLM_40					Crushed
B-41	3401A-window caulk - gray	None Detected		100% Other	Gray Non Fibrous Homogeneous
1011912PLM_41					Dissolved
B-42	3401A-window caulk - gray	None Detected		100% Other	Gray Non Fibrous Homogeneous
1011912PLM_42					Dissolved

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Sample ID	Description	Asbestos	Fibrous Components	Non-Fibrous Components	Attributes
Lab Sample ID	Lab Notes				Treatment
B-43	837B-Roof shingle - brown	None Detected	20% Fiber Glass	80% Other	Green, White, Black Non Fibrous Homogeneous
1011912PLM_43					Dissolved
B-44	837B-Roof shingle - brown	None Detected	20% Fiber Glass	80% Other	Green, White, Black Non Fibrous Homogeneous
1011912PLM_44					Dissolved
B-45	837B-felt paper	None Detected	70% Cellulose	30% Other	Black Non Fibrous Homogeneous
1011912PLM_45					Dissolved
B-46	837B-felt paper	None Detected	70% Cellulose	30% Other	Black Non Fibrous Homogeneous
1011912PLM_46					Dissolved

**Disclaimer:** Due to the nature of the EPA 600 method, asbestos may not be detected in samples containing low levels of asbestos. We strongly recommend that analysis of floor tiles, vermiculite, and/or heterogeneous soil samples be conducted by TEM for confirmation of "None Detected" by PLM. This report relates only to the samples tested and may not be reproduced, except in full, without the written approval of SAI. This report may not be used by the client to claim product endorsement by NVLAP or any other agency of the U.S. government. Estimated MDL is 0.5%.

Bart Huber (60)

Analyst

Nathaniel Durham, MS or Approved Signatory



**Scientific Analytical Institute**  
 302-L Pomona Dr. Greensboro, NC 27407  
 Phone: 336.292.3888 Fax: 336.292.3313  
 www.sailab.com lab@sailab.com

Lab Use Only  
 Lab Order ID: 1011912  
 Client Code: \_\_\_\_\_

Company Contact Information	
Company: ECS Mid-Atlantic, LLC	Contact: Jack Lewis
Address: 2700 International Parkway, Suite 100	Phone <input type="checkbox"/> : (757) 366-5100
Virginia Beach, VA 23452	Fax <input type="checkbox"/> : (757) 366-5203
	Email <input type="checkbox"/> : JLewis@ecslimited.com

Asbestos Test Types	
PLM EPA 600/R-93/116	<input checked="" type="checkbox"/>
Positive stop	<input type="checkbox"/>
PLM Point Count	<input type="checkbox"/>
PCM NIOSH 7400	<input type="checkbox"/>
TEM AHERA	<input type="checkbox"/>
TEM Level II	<input type="checkbox"/>
TEM NIOSH 7402	<input type="checkbox"/>
TEM Bulk Qualitative	<input type="checkbox"/>
TEM Bulk Chatfield	<input type="checkbox"/>
TEM Bulk Quantitative	<input type="checkbox"/>
TEM Wipe ASTM D6480-99	<input type="checkbox"/>
TEM Microvac ASTM D5755-02	<input type="checkbox"/>
TEM Water EPA 100.2	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>

Billing/Invoice Information	Turn Around Times	
Company:	90 Min. <input type="checkbox"/>	48 Hours <input checked="" type="checkbox"/>
Contact:	3 Hours <input type="checkbox"/>	72 Hours <input type="checkbox"/>
Address:	6 Hours <input type="checkbox"/>	96 Hours <input type="checkbox"/>
	12 Hours <input type="checkbox"/>	120 Hours <input type="checkbox"/>
	24 Hours <input type="checkbox"/>	144 Hours <input type="checkbox"/>

PO Number: 07:10894  
 Project Name/Number: MARSHALL COURT

Sample ID #	Description/Location	Volume/Area	Comments
B-1	B61A - VFT + MASTIC		
B-2	- "		
B-3	- GYP SYSTEM		
B-4	- "		
B-5	- STAIR TREAD + MASTIC		
B-6	- "		
B-7	- PLASTER COAT - BATH		
B-8	- "		
B-9	- EIFS SYSTEM		
B-10	- "		
B-11	- WINDOW CAULK - BLACK		
B-12	- "		
B-13	B87B - VFT + MASTIC		Accepted <input checked="" type="checkbox"/>
B-14	- "		Rejected <input type="checkbox"/>

Total # of Samples 46

Relinquished by	Date/Time	Received by	Date/Time
	10/0/10		10-9@9A



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Lab Use Only  
Lab Order ID: 1011912  
Client Code: \_\_\_\_\_

Sample ID #	Description/Location	Volume/Area	Comments
B.15	887B - GYP SYSTEM		
B.16	- "		
B.17	- STAIR TREAD + MASTIC		
B.18	- "		
B.19	- PLASTER COMT BATH		
B.20	- "		
B.21	- EIFS SYSTEM		
B.22	- "		
B.23	- WINDOW CAULK - BLACK		
B.24	- "		
B.25	887A - ROOF SHINGLE		
B.26	- "		
B.27	- FELT PAPER		
B.28	- "		
B.29	887B - FOAM MASTIC		
B.30	- "		
B.31	34 - TRANSITE SHINGLE		
B.32	- "		
B.33	3401A - VET + MASTIC		
B.34	- "		
B.35	- GYP SYSTEM		
B.36	- "		
B.37	- PLASTER COMT BATH		
B.38	- "		
B.39	- EIFS SYSTEM		
B.40	- "		
B.41	- WINDOW CAULK - GRAY		
B.42	- "		
B.43	837B - ROOF SHINGLE - BROWN		
B.44	- "		
B.45	- FELT PAPER		
B.46	- FELT PAPER		
B.47			
B.48			
B.49			
B.50			
B.51			
B.52			
B.53			
B.54			

**APPENDIX II**

**VIRGINIA ASBESTOS INSPECTOR LICENSE**



DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA

EXPIRES ON  
06-30-2011

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

NUMBER  
3303 002480

VIRGINIA ASBESTOS LICENSE  
INSPECTOR LICENSE

JOHN R LEWIS II  
300 SHAD LANE

VIRGINIA BEACH, VA 23456



*Gordon N. Dixon*  
Gordon N. Dixon, Director

ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)