

TASK ORDER REQUEST FORM

| | | | | | | |
|----------------------------------|--|-------------|--------------------------|--------------|-------------------------------------|----------------------------|
| PROJECT NAME: | UST Assessment and Removal | | | | | |
| LOCATION: | 2031 Roosevelt Highway, Colchester, Vermont | | | | | |
| TASK DESCRIPTION: (check one) | <input type="checkbox"/> | Phase I ESA | <input type="checkbox"/> | Phase II ESA | <input type="checkbox"/> | Groundwater Monitoring |
| | <input type="checkbox"/> | CAFI | <input type="checkbox"/> | CAP | <input checked="" type="checkbox"/> | UST Assessment and Removal |
| TO: | Dan Albrecht, Chittenden County Regional Planning Commission | | | | | |
| FROM: | Steve Shaw, Weston & Sampson | | | | | |
| DATE: | 07/12/18 | | | | | |

Task Description: Weston & Sampson will provide underground storage tank assessment and Qualified Environmental Professional (QEP) services at the Champlain Chiropractic Services P.C. property located at 2031 Roosevelt Highway in Colchester, Vermont.

Scope of Services: The following general scope of services will be performed:

Task 1: Project Management

This task includes the generation of this work plan and cost estimate, coordination with the VTDEC and subcontractors throughout the project, and general project management and coordination.

Task 2: SSQAPP Preparation

Weston & Sampson will generate a Site-Specific Quality Assurance Project Plan (SSQAPP) for review and approval by CCRPC, any other funding partners or stakeholders, the VTDEC, and the EPA. The SSQAPP will detail the scope of investigation to be performed, along with sample collection and analytical methods, and quality assurance/quality control activities. The SSQAPP comments provided by the VTDEC and EPA may result in changes to the scope of effort and analytical methods. If this occurs, a revised cost estimate for performance of the work will be provided prior to initiating field work.

Task 3: UST Assessment and QEP Services

This task includes the closure and removal of the USTs and supply lines in accordance with Subchapter 6 of the State of Vermont Underground Storage Tank Rules. The soils surrounding and beneath the USTs will be adequately assessed with removal of the USTs and supply lines. Soil at the limits of the excavation will be screened for VOCs using a PID. Two soil samples will be collected beneath each tank and will be analyzed for VOCs and TPH-DRO/GRO. Two samples collected beneath the former waste-oil tank will be analyzed for RCRA 8 metals and polychlorinated biphenyls (PCBs).

Task 4: Assessment Report and Closure Form

An Underground Storage Tank Assessment report will be generated and submitted to the State. This report will include the State UST Closure form.

Cost Estimate:

Our Level of Effort and Cost Table (**Table 1**) is attached including a breakdown of work to be performed and basis of our estimated costs to be paid on a time and expenses basis in accordance with our Professional Services Agreement, 9/23/16.

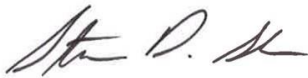
Total Cost \$37,900

Schedule: Weston & Sampson will initiate work immediately upon receiving approval to proceed. The SSQAPP will be completed within 2 weeks. We expect that the SSQAPP review will be completed by the VTDEC and EPA within 4 weeks. The UST Removal will be completed within 4 weeks after approval of the SSQAPP.

Staff: Weston & Sampson offers the following staff to complete this work. All staff listed below have extensive experience with the management of contractors related to the removal of USTs.

- **Mr. Steven Shaw** will prepare the report. Steven has over 14 years of environmental assessment and management experience.
- **Mr. Steven LaRosa** will provide day to day project management and adherence to the schedule. Steve has over 25 years of experience performing Phase I & II ESAs, CAFI's and CAPs in Vermont.
- **Mr. Kenneth Bisceglia, PE, CHMM** will provide technical oversight and QA/QC review of our team's work products. Ken has over 25 years of experience and is a licensed Professional Engineer in Vermont and a Certified Hazardous Materials Manager.

If the work scope terms and costing are acceptable, please sign where indicated below and return to our office. We are prepared to initiate the Phase I ESA immediately upon your approval.



Steven Shaw
Project Geologist



Kenneth J. Bisceglia, P.E., CHMM
Regional Manager

Charles Baker, Executive Director
Chittenden County Regional Planning Commission

Date

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Level of Effort and Cost Table

Weston & Sampson

CCRPC - 2031 Roosevelt Highway, Colchester, VT

7/12/2018

| TASK NO. | TASK DESCRIPTION | Person-Hours | | | | | Billing Costs | | |
|--|---|--------------|--------------|----------------|--------------|-------------|-----------------|--------------------|--------------------|
| | | KGB PRN | SJL PM | SDS PROJ SCI | TJB ENS | TOTAL HOURS | EXPENSES | SUB-CONSULT. | TOTAL COST |
| 1 | Project Management | | 2 | 11 | | 13 | | | \$1,241.44 |
| 2 | SSQAPP Preparation | | 4 | 20 | 2 | 26 | | | \$2,530.00 |
| 3 | UST Assessment | | | | | | | | |
| | UST Contractor | | | | | | | \$26,736.00 | \$26,736.00 |
| | QEP -UST Closure, Removal, and Site Restoration | | | 36 | | 36 | \$142.56 | | \$3,562.56 |
| | -VOCs (8 samples + duplicate) | | | | | | | \$850.50 | \$850.50 |
| | -TPH (8 samples + duplicate) | | | | | | | \$1,363.50 | \$1,363.50 |
| | -PCBs (2 samples + duplicate) | | | | | | | \$172.50 | \$172.50 |
| | metals (2 samples + duplicate) | | | | | | | \$283.50 | \$283.50 |
| 4 | Assessment Report and Closure Form | 1 | 1 | 8 | 2 | 12 | | | \$1,160.00 |
| TOTALS | | 1 | 7 | 75 | 4 | 87 | \$142.56 | \$29,406.00 | \$37,900.00 |
| LABOR BILLINGS PER STAFF MEMBER | | \$130 | \$840 | \$7,081 | \$300 | | | | |