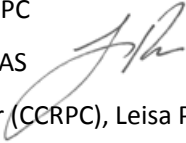


# Memo

**KAS, Inc.**

To: Dan Albrecht, CCRPC  
From: Jeremy Roberts, KAS   
CC: Emily Nosse-Leirer (CCRPC), Leisa Pollander (Sara Holbrook Community Center)  
Date: April 15, 2019  
Re: Additional Fees for CAP Preparation for the Sara Holbrook Community Center, 56 – 66 North Avenue, Burlington, VT

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Comments: On Thursday April 9, 2019, the Vermont Department of Environmental Conservation (VT DEC) approved the Corrective Action Plan (CAP) prepared by KAS, Inc. (KAS) for the Sara Holbrook Community Center project in Burlington, VT. On February 22, 2019, KAS was informed during the initial preparation of the CAP that the design team did not account for the presence of impacted soils on the property. KAS notified Chittenden County Regional Planning Commission (CCRPC) of this issue and immediately began to work with the project team to revise the site design and incorporate the corrective action into the planned construction activities. This effort led to KAS having to provide a fair amount of additional labor to help get the project back on track which included a meeting with the design team and providing additional design/drafting from KAS' engineering department. In total, the extra labor came out to equal **\$2,320**.

The labor and expense breakdown for these fees is as follows:

Category	Classification	Units	Rate
Labor	KAS Professional Engineer	8 hr	\$95
	KAS Draftsperson	24 hr	\$65

KAS proposes this additional work scope and cost be considered for funding through the Chittenden County Regional Planning Commission hazardous assessment grant on top of the already approved budget for preparation of the CAP. Thank you for this consideration. Please feel free to contact me with any questions.