



Meeting Date: February 26, 2018
 Agenda Item No:

Kitsap County Board of Commissioners			
Office/Department: Public Works, Solid Waste Division			
Staff Contact & Phone Number: Pat Campbell, Senior Program Manager, 360-337-4626			
Agenda Item Title: Contract Amendment KC-048-15-C with Environmental Partners, Inc. for Consultant Services to Implement the Selected Remedial Action at the closed Olalla Landfill, Commissioner District #2			
Recommended Action: Execute Contract Amendment KC-048-15-C with Environmental Partners, Inc. for Consultant Services to Implement the Selected Remedial Action at the closed Olalla Landfill, Commissioner District #2			
Summary:	Environmental Partners, Inc. provides consultant services to implement the selected remedial action, as identified in the Cleanup Action Plan for Olalla Landfill and in the current Solid Waste Handling Permit. Services include groundwater monitoring, surface water monitoring, landfill gas system monitoring, and the reporting of monitoring data for remedial action. This is the third of four annual renewal options provided for in the original contract and extends services through December 31, 2018.		
Attachments:	1. Contract Amendment KC-048-15-C (three originals to be signed)		
Fiscal Impact for this Specific Action			
Expenditure required for this specific action:	\$65,000.00		
Related Revenue for this specific action:	\$0.00		
Cost Savings for this specific action:	N/A		
Net Fiscal Impact:	\$65,000.00		
Source of Funds:	Olalla Landfill Post Closure		
Fiscal Impact for Total Project			
Project Costs:	\$282,775.00		
Project Costs Savings:	N/A		
Project Related Revenue:	\$0.00		
Project Net Total:	\$282,775.00		
Fiscal Impact (DAS) Review			
See attached Contract Review Sheet			
Departmental/Office Review & Coordination			
Department/Office	Department Director		
Public Works	Andrew Nelson/Dave Tucker		
Contract Information			
Contract Number	Date Original Contract or Amendment Approved	Amount of Original Contract Amendment	Total Amount of Amended Contract
KC-048-15	March 9, 2015	\$72,775.00	
KC-048-15-A	February 22, 2016	\$73,000.00	\$145,775.00
KC-048-15-B	February 27, 2017	\$72,000.00	\$217,775.00
KC-048-15-C		\$65,000.00	\$282,775.00



Kitsap County
CONTRACT REVIEW SHEET
 (Chapter 3.56 KCC)

A. GENERAL INFORMATION			
1. Contractor	Environmental Partners, Inc.		
2. Purpose	Consultant Services to Implement Selected Remedial Action at the closed Olalla Landfill, Commissioner District #2		
3. Contract Amount	Original Contract: \$72,775 Previous Amendments: \$145,000 Current Amendment: \$65,000 Total Contract: \$282,775	Disburse <input checked="" type="checkbox"/>	Receive <input type="checkbox"/>
4. Contract Term	January 1, 2018 to December 31, 2018, with 1 annual renewal option		
5. Contract Administrator	Pat Campbell, Senior Program Manager	Phone	360-337-4626
Approved:	Andrew B. Nelson, P.E. <i>Department Director</i>	Date	January 16, 2018
B. AUDITOR – ACCOUNTING INFORMATION			
1. Contract Control Number	KC-048-15C		
2. Fund Name	Olalla Landfill Post Closure		
3. Payment from-Revenue to CC/Account Nbr	4391.5419		
4. Encumbered By	Dean G. Brown	Date	1/16/18
C. AUDITOR'S ACCOUNTING – GRANTS REVIEW			
<i>Signature required only if contract is grant funded</i>			
1. <input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Date _____	
Reviewer	_____		
2. Comments:	N/A		
D. ADMINISTRATIVE SERVICES DEPARTMENT – RISK MANAGER REVIEW			
1. <input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Date <u>1/23/2018</u>	
Reviewer	Timothy M. Perez		
2. Comments:	Amendment Only		
E. ADMINISTRATIVE SERVICES DEPARTMENT – BUDGET OFFICE REVIEW			
1. <input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Date <u>01/16/2018</u>	
Reviewer	Kristofer Carlson		
2. Comments:			
F. PERSONNEL DEPARTMENT – PERSONNEL DIRECTOR REVIEW			
<i>Signature required only if union or employment contract</i>			
G. PROSECUTING ATTORNEY REVIEW			
1. <input checked="" type="checkbox"/> Approved as to Form	<input type="checkbox"/> Not Approved as to Form	Date <u>01/26/18</u>	
Reviewer	Lisa Nickel		
2. Comments:			
H. CERTIFICATION BY CONTRACT ADMINISTRATOR: THIS CONTRACT IS READY FOR CONSIDERATION BY THE AUTHORIZED CONTRACT SIGNER.			
<i>(For contract signing authority, see KCC 3.56.075)</i>			

Contract Administrator *Patricia Campbell* Date *2/6/18*
 Date Approved by Authorized Contract Signer: _____ Date _____

RETURN SIGNED ORIGINALS TO:

Marsha Richards @ MS #27

CONTRACT AMENDMENT

This Contract Amendment is made and entered into between Kitsap County, a municipal corporation, with its principal offices at 614 Division Street, Port Orchard, Washington, 98366, hereinafter "County", and Environmental Partners, Inc., with its principal offices at 1180 NW Maple Street, Suite 310, Issaquah, Washington, 98027, hereinafter "Consultant."

In consideration of the mutual benefits and covenants contained herein, the parties agree that their Contract, numbered as Kitsap County Contract No. KC-048-15, and executed on March 9, 2015, amended by Kitsap County Contract Amendment No. KC-048-15A, and executed on February 22, 2016, amended by Kitsap County Contract Amendment No. KC-048-15B, and executed on February 27, 2017, shall be further amended as follows:

1. This Contract Amendment will become effective on January 1, 2018 and expire on December 31, 2018, with one (1) annual renewal option remaining on the original contract term. In no event will the Contract Amendment become effective unless and until it is approved and executed by the duly authorized representative of Kitsap County.
2. A description of the additional services to be performed by the Consultant under this Amendment is set forth in Exhibit A: Description of Services, which is attached to the Contract Amendment and incorporated by this reference.
3. A description of the compensation to be paid to the Consultant under this Amendment is set forth in Exhibit B: Compensation, which is attached to this Contract Amendment and incorporated by this reference.
4. The total amount payable under this Contract Amendment by the County to the Consultant in no event will exceed total compensation of \$65,000.00 annually, unless a Contract Amendment has been negotiated and executed prior to the County incurring any costs in excess of the maximum payable amount. This increases the total compensation under this contract to an amount not to exceed \$282,775.00.
5. If this Contract Amendment extends the expiration date of the Contract, then the Consultant shall provide an updated certificate of insurance evidencing that any required insurance coverages are in effect through the new contract expiration date. The Consultant shall submit the certificate of insurance to: Kitsap County Risk Management Division, 614 Division Street, MS-7, Port Orchard, Washington 98366.

6. Except as expressly provided in this Contract Amendment, all other terms and conditions of the original Contract, and any subsequent amendments, addenda or modifications thereto, remain in full force and effect.

This amendment shall be effective upon execution by the parties.

DATED this 1st day of February, 2018 DATED this ___ day of _____, 2018

ENVIRONMENTAL PARTNERS, INC.

**BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON**

Douglas Kunkel
Signature

ROBERT GELDER, Chair

Douglas Kunkel
Printed Name

EDWARD E. WOLFE, Commissioner

Principal Hydrogeologist
Title

CHARLOTTE GARRIDO, Commissioner

91-1474163
Federal Tax ID No.

ATTEST:

Contractor Registration No.

Dana Daniels, Clerk of the Board

Approved as to form by the Prosecuting Attorney's Office

EXHIBIT A: DESCRIPTION OF SERVICES

The scope of work for services for January 2018 through December 2018 includes the following six (6) primary compliance tasks:

1. Quarterly Monitoring and Sampling
2. Laboratory Analysis
3. Evaluation of the Monitoring Data
4. Quarterly and Annual Reports
5. Upload Data to EIM
6. Project Management/Records Retention

Task 1 – Quarterly Monitoring and Sampling

The Consultant will monitor groundwater, landfill gas, and surface water in accordance with Washington Administrative Code (WAC) 173-304-490, the Cleanup Action Plan (CAP), the current Solid Waste Handling Permit (SWHP), and all applicable local, state, and federal laws and regulations. All quarterly monitoring and sampling activities performed at the Landfill will be performed under the direction and supervision of the Consultant Project Manager, Mr. Doug Kunkel, who is a Washington State licensed Geologist and Hydrogeologist (license number 260).

Subtask 1.1 Solid Waste Handling Permit for the Olalla Landfill

The Consultant is familiar with all of the requirements of Section IV.D of the current SWHP. The Consultant will prepare and submit notification letters to Kitsap Public Health District (KPHD), as required by Section IV.E.2.B of the SWHP. Draft notification letters are commonly submitted to the County for review within one (1) day of receiving analytical data from the laboratory. Final notification letters also will be sent to the Washington State Department of Ecology (Ecology), with a copy to the County within the SWHP 10-day deadline for notification letter submittal.

Subtask 1.2 Groundwater Monitoring and Sampling

The Consultant will perform quarterly groundwater monitoring and sampling, ideally during March, June, September, and December, for consistency with historical sampling schedules. December is the designated “annual” sampling event for the Landfill. If circumstances require modifications to the sampling schedule, the Consultant will work with the County to reschedule sampling on a mutually agreed upon date.

Groundwater monitoring and sampling includes measuring the depth to water in all 10 onsite monitoring wells (MW) during each quarterly monitoring event and the annual monitoring event. During the first three (3) quarters, the Consultant will sample monitoring wells MW-1, MW-3, MW-6, MW-8, and MW-10 for the field and analytical

constituents listed in the SWHP. The annual groundwater monitoring event, performed in December, will be the same as the quarterly events with the addition of samples from cross-gradient wells MW-5A and MW-7. Samples from MW-5A and MW-7 will be analyzed for a limited list of constituents per the SWHP.

Subtask 1.3 Surface Water Monitoring and Sampling

The Consultant will perform surface water monitoring as required by the SWHP during the rainy season, either in January through March or November through December, ideally during either the first or fourth quarterly monitoring event. If adequate surface water is not available during the scheduled monitoring events, the Consultant will coordinate with the County to return to the Landfill at a later time during a significant rainfall event to collect the SWHP-required surface water sample.

Subtask 1.4 Landfill Gas Monitoring and Operation

The Consultant Project Manager performed landfill gas monitoring at the Landfill from 1993 to 2001 and has interpreted the landfill gas data to the satisfaction of the County and the regulatory agencies from the 1993 to the present. The Consultant's landfill gas data interpretations are based on an understanding of how the passive flare system at the Landfill was constructed, results of the 1994 bar hole survey, results of the Remedial Investigation (RI) sampling, an understanding of how municipal landfills produce gas throughout their lifecycle, external influences such as precipitation and barometric pressure, and many years of landfill gas data evaluations. The Consultant will continue to provide the same high level of understanding and insight to the interpretation and evaluation of landfill gas monitoring data.

The Consultant understands that authorized representatives from the County, Ecology, and KPHD might request to be present during monitoring activities and the Consultant is ready and able to answer questions based on accumulated knowledge regarding the Landfill flare system, previous investigations, and historical data.

Subtask 1.5 Field Log Information

The Consultant Project Manager developed the current field data forms that are used for the Landfill. The Consultant Project Manager currently reviews the completed field data forms prior to submittal to the County Project Manager to check for and correct any errors and omissions in the field notes and to evaluate if any of the field data warrant further discussion with the County Project Manager.

While on-site during the quarterly monitoring events the Consultant Environmental Field Technician will perform inspection of Landfill closure systems, including the cap, drainage ditches, wells, pumps, and flares. If repairs can be performed in the field at the time of the inspection they will be completed and documented. Otherwise, the Landfill closure system in need of maintenance or repair will be documented and brought to the attention of the County Project Manager.

Subtask 1.6 Sampling Equipment

The Consultant will provide high quality, calibrated, landfill gas meters and water quality meters for each Landfill monitoring event. The Consultant will also provide electronic water level indicators, single use in-line sample filters for dissolved metals samples, decontamination equipment and supplies, health and safety gear, and other sampling equipment and supplies that are required to successfully perform monitoring at the Landfill.

If landfill gas or water quality measurement equipment are rented, a copy of the Certificate of Calibration for each rental meter will be provided to the County Project Manager along with the field notes and data sheets from the monitoring event. Meters will be calibrated in the field as necessary and the calibration notes will be retained on calibration forms in the field logbook.

The Consultant understands that the Grundfos™ pump controller is available from the County for use at the Landfill and that the Consultant is responsible for coordinating pickup and return of the pump controller.

Subtask 1.7 Sample Management

The Consultant Environmental Field Technician will prepare and place quarterly and annual bottle orders, to proper sample identification, preservation, packing, chain of custody, and delivery to the contracted analytical laboratory. The Consultant Environmental Field Technician will deliver samples to the analytical laboratory or will arrange for an overnight courier. Shipping costs will be paid by the Consultant and reimbursed through the Contract.

Subtask 1.8 Laboratory Services

The Consultant will subcontract a qualified analytical laboratory accredited under Chapter 173-50 WAC for the specific analyses required under the SWHP.

Subtask 1.9 Additional Monitoring Support Services

If requested by the County, the Consultant will work with the County to provide technical support to negotiate with KPHD and Ecology to reduce the sampling frequency, the number of samples, sample locations, and/or parameters sampled. The Consultant previously worked with the County to reduce the sampling frequency and parameter list for cross gradient wells MW-5A and MW-7. In addition, the Consultant Project Manager and the County successfully negotiated with KPHD to combine fourth quarter groundwater reporting with the annual report for the Landfill, which resulted in significant savings of time and budget to the project.

Subtask 1.10 County Coordination

The Consultant Project Manager will be the point of contact for this project and will closely coordinate activities with the County Project Manager for the Landfill. The Consultant Project Manager is one of the Consultant owners and will be able to make project decisions, commit Consultant resources, and respond to the County Project Manager without having to consult with another layer of management.

Monitoring events will be scheduled and coordinated with the County Project Manager at least 2 weeks in advance of each event. The Consultant Field Technician will coordinate with the County to obtain keys to the access gate, wells, flare enclosures, and surface water sample locations and the Grundfos™ pump controller no more than 1 week in advance of each scheduled monitoring event. Unless other arrangements are made with the County Project Manager, the keys and pump controller will be returned to the County Project Manager within 2 days following completion of the monitoring event.

If any issues arise before or during the monitoring event, the Consultant Project Manager will notify the County Project Manager immediately. The Consultant Project Manager will review the field data sheets and field notes, correct any errors or omissions, and provide electronic copies to the County Project Manager within 5 days of completion of the monitoring event.

Task 2 – Laboratory Analysis

The Consultant will subcontract a qualified analytical laboratory accredited under Chapter 173-50 WAC for the specific analyses required under the SWHP.

The analytical laboratory performs in-house quality assurance/quality control of all laboratory analyses performed in the laboratory following Ecology and EPA guidelines. Upon request by the County, laboratory analytical data may also be reviewed by a third-party data validation subcontractor, following receipt of final analytical data packages by the Consultant. This third-party data validation would follow the Consultant's data validation guidelines. In most cases, third-party data validation is only conducted for EPA Superfund-type projects.

Task 3– Evaluation of Monitoring Data

The Consultant fully understands the data evaluation methods and procedures that are used to evaluate compliance with applicable regulatory standards and demonstrate the effectiveness of natural attenuation as a remedial action.

The current data evaluation methods used in quarterly and annual reports for the Landfill are consistent with requirements of the CAP and the current SWHP. If these requirements change during this contract, the Consultant will work with the County and the appropriate regulatory agencies to modify the data evaluation methods as needed to be in compliance with the changes.

Task 4 – Quarterly and Annual Reports

The Consultant will prepare draft quarterly and annual landfill monitoring reports and will provide client review drafts to the County Project Manager for review and edits at least 2 weeks prior to the date that the report is due to KPHD and Ecology. The Consultant will incorporate County edits and responds to any County comments and questions, and will prepare final versions of the report as two (2) paper copies with attached CDs for submittal to the County, two (2) paper copies with CDs to KPHD, and one (1) paper copy with CD to Ecology.

All geologic and hydrogeologic work performed on this Contract will be performed by or under the direct supervision of the Consultant Project Manager, who is a Washington State licensed geologist and hydrogeologist. All final quarterly and annual reports for the Landfill will include a completed Checklist for Groundwater Reporting (form ECY 070-316) and will be stamped by the Consultant Project Manager.

Subtask 4.1 Quarterly Reports

The Consultant will continue to prepare quarterly reports for the first, second, and third quarterly monitoring events at the Landfill. The Consultant will prepare and submit each quarterly report to the County for review within 30 days after the completion of each quarterly monitoring event. The Consultant will incorporate County edits, respond to comments and questions, and prepare and submit final versions of the quarterly reports.

Quarterly reports will contain, at a minimum, the following information:

- A list of on-site activities that have taken place during the quarter.
- Presentation of the field notes from the quarterly sampling and monitoring event.
- A detailed description of and explanation for any deviations from the required tasks not otherwise documented in project plans.
- Descriptions for all deviations from the CAP during the current quarter and any planned deviations for the upcoming quarter.
- A plan for recovering lost time and maintaining compliance with the project schedule contained in the CAP.
- A list of deliverables for the upcoming quarters if different from the schedule contained in the CAP.
- The results of all sampling, laboratory reports, and/or test results generated during the current quarter.
- All raw data, including laboratory analyses, received during the current quarter and an identification of the source of the sample. Data will be submitted in the native format provided by the analytical laboratory. Quality control samples will also be included.

- All sampling data will be submitted in printed or electronic format.
- Summary tables of all monitoring data and results highlighting any exceedances of primary and secondary regulatory standards as well as Site-Specific Cleanup Levels established in the CAP.
- Results of all statistical analyses conducted.
- A summary of statistical analysis procedures.
- Conclusions from data evaluations and statistical analyses.
- Preparation of quarterly groundwater elevation contour maps with flow direction arrows and descriptions of flow direction in the text.
- A completed Checklist for Groundwater Reporting, using Ecology form ECY-070-316.

Subtask 4.2 Annual Reports

The Consultant will continue to prepare annual reports containing results of the four (4) quarterly monitoring event at the Landfill plus summaries of the previous three (3) quarterly monitoring events. The Consultant will prepare and submit the annual report to the County for review within 30 days after the end of the calendar year. The Consultant will incorporate County edits, respond to comments and questions, and prepare and submit final versions of the annual reports as noted in Task 4, above.

Annual reports will contain all information required in the quarterly reports, as summarized in Subtask 4.1, for the fourth quarter plus the following:

- A summary of findings in the three previous quarters taken from the previous quarterly reports.
- Calculated groundwater gradients and flow velocities for all four quarters.
- Full time series graphs of available historical data for the analyte list found in the current SWHP.

Task 5 – Upload data to Ecology’s Environmental Information Management (EIM) Database

The Consultant Database Manager will upload all raw environmental data from the Landfill to Ecology’s EIM database following each quarterly monitoring event in accordance with WAC 173-340-840 and Ecology’s Toxics Cleanup Program Policy 840, Data Submittal Requirement.

The Consultant will work with the analytical laboratory to receive the final raw data directly from the laboratory in Excel spreadsheets formatted specifically for EIM upload. Receiving the data in EIM format directly from the analytical laboratory reduces the potential for transcription errors and reduces overall project costs.

Task 6 – Project Management/Records Retention

The Consultant will preserve all records, reports, documents, and underlying data for a minimum of 10 years from the end of the contract period. This records retention policy will include all records, reports, documents, and underlying data that are provided to the Consultant from subcontractors and vendors. Upon request, the Consultant will make these records available to the County with advance notice prior to the records review.

The Consultant currently maintains a database of quarterly monitoring data in a Microsoft Access database and provides updated electronic copies of the database to the County with every quarterly and annual monitoring report. All records, reports, data, and documents are stored electronically on the Consultant's server, which is backed up daily.

The Consultant Project Manager will be the point of contact for the County and will manage and oversee all aspects related to the successful completion of the tasks outlined in the scope of work. The Consultant Project Manager will review and edit monthly invoices to ensure that they are correct and complete prior to submittal to the County Project Manager.

Personnel

Mr. Douglas Kunkel, LG, LHG will serve as Principal in Charge and Project Manager of this project. Mr. Joseph Sherrod or Ms. Betsy Wing will be the Database Manager and will perform statistical analyses and other data evaluation and handling tasks. Ms. Betsy Wing, or other qualified Consultant staff, will perform EIM uploads. Mr. Eric Caddey, LG, or other qualified Consultant staff, will conduct the field investigation and other principal field tasks associated with implementation of the selected remedial action. Other Consultant staff will be used, as appropriate, to perform tasks necessary to complete this scope of services.

Deliverables

The Consultant's standard deliverable is one (1) PDF file copy of the report with text, tables, figures, and associated attachments delivered electronically as part of the Consultant's sustainability goal to reduce paper waste. The Consultant will prepare electronic draft quarterly and annual landfill monitoring reports and will provide client review drafts to the County Project Manager for review and edits at least 2 weeks prior to the date that the report is due to KPHD and Ecology. The Consultant will incorporate County edits and responds to any County comments and questions, and will prepare final versions of the report as two (2) paper copies with attached CDs for submittal to the County, two (2) paper copies with CDs to KPHD, and one (1) paper copy with CD to Ecology.

Schedule

The Consultant will coordinate with the County to schedule the fieldwork for this Contract. Each individual field event (e.g., quarterly sampling) will be scheduled in coordination with the County at least two (2) weeks prior to the event.

Unless other arrangements are made with the County Project Manager keys to the access gates, groundwater monitoring wells, landfill gas compounds, and stormwater detention pond will be obtained from the County Project Manager a minimum of one (1) day, but no more than one (1) week, in advance of each field event. The keys will be returned to the County Project Manager within two (2) days following each field event.

Electronic copies of field data sheets and notes will be provided to the County Project Manager within five (5) working days of the monitoring event.

Laboratory samples will be submitted for standard turnaround time, commonly 10 working days.

Electronic Client review drafts of quarterly and annual monitoring reports will be submitted to the County Project Manager not later than two (2) weeks prior to the date the report is due to KPHD and Ecology. Upon receipt of comments from the County, the Consultant will produce and distribute final versions of the report(s) as noted in the Deliverables section.

EXHIBIT B: COMPENSATION

The total Estimated Probable Cost to complete the scope of services at the Landfill under this Contract Amendment is \$65,000.00.

All labor, internal direct expenses, and fees for Consultant-owned equipment will be billed with no markup. Outside direct and subcontractor expenses will be billed at cost plus 10 percent.

The Estimated Probable Cost is based on the following breakdown of costs:

Task	Cost
1 – Quarterly Monitoring and Sampling	\$15,000.00
2 – Laboratory Analysis	\$15,000.00
3 – Evaluation of Monitoring Data	\$8,000.00
4 – Quarterly and Annual Reports	\$22,000.00
5 – Upload data to EIM	\$2,500.00
6 – Project Management/Record Retention	\$2,500.00
Total	\$65,000.00

The Estimated Probable Cost is based upon the following assumptions:

- Quarterly collection of water levels, groundwater samples, and flare measurements can be completed in one 10-hour day by a one-person field crew, including travel, time per quarter;
- Annual collection of water levels, groundwater samples, surface water samples, and flare measurements can be completed in one 12-hour day by a one-person field crew, including travel time, per year;
- Quarterly and annual monitoring events will each require up to eight hours per event for mobilization and demobilization;
- Collection of a surface water sample will be possible during regularly scheduled sampling first quarter (March) or fourth quarter (December) sampling events. If additional site visits are necessary to obtain a SWHP-required surface water sample, the work will be performed under the contingency on a time and expenses basis;
- Meetings with Ecology and/or KPHD will not be required as part of this Contract;
- Laboratory analyses will be performed on standard turnaround, which varies from 1 to 2 weeks, depending upon analysis;
- Annual costs for the selected analytical laboratory will not exceed \$15,000.00.
- The current sampling and reporting requirements under the SWHP will not change significantly during the Contract period;

- Regulatory comments and edits to the CAP will not significantly change the scope of services under this Contract;
- There is no cost of investigation-derived waste (IDW) based on the currently accepted practice of pouring purge water on the ground away from the monitoring wells. If purge water must be retained and disposed of offsite the work will be performed under the contingency budget on a time and expenses basis; and,
- The level of effort necessary to enroll the subject property into any regulatory programs is not included.

The estimated cost for this scope of work is an estimate based on present knowledge of the assignment, which is believed sufficient to cover services herein described, but no guarantee is made or implied. Only those costs incurred will be charged, and they will not exceed the estimated cost without the County being notified. The Consultant may perform out-of-scope tasks at the County's request and such requests for services will be considered authorization to proceed. The project will be billed on a time and materials basis according to the attached Fee Schedule.

The analytical laboratory performs in-house quality assurance/quality control of all laboratory analyses performed in the laboratory following Ecology and EPA guidelines. Upon request by the County, laboratory analytical data may also be reviewed by a third-party data validation subcontractor, following receipt of final analytical data packages by the Consultant. This third-party data validation would follow the Consultant's data validation guidelines. In most cases, third-party data validation is only conducted for EPA Superfund-type projects.

Markup on Outside Direct Services

This budget incorporates a markup on outside costs to vendors, suppliers, and subcontractors that are contracted and billed through the Consultant. The Consultant has no objection to the County or County's insurance carriers paying those costs directly to avoid this markup. Such an arrangement will require that the paying party enter into a separate agreement or contract with the specified vendor, supplier, or subcontractor and will be responsible for payment of the incurred invoices. Under such an arrangement, the Consultant is available to assist in directing the vendor, supplier, or subcontractor and in assisting the County or the insurance carrier with the review of invoices. If such an arrangement is desirable then all parties must agree, since it will not be possible to establish partial payment or mixed funding with the vendor, supplier, or subcontractor.

If the Consultant will be responsible for contracting and payment to vendors, suppliers, and or subcontractors while waiting for payment from the County or the County's insurance carriers, it will be necessary to charge the markup on those services. By signing this agreement, all parties acknowledge this understanding and agree to abide by the terms of this proposal and the Terms and Conditions incorporated herein.

Fee Schedule

Professional Hourly Rates*

Thom Morin	\$195	Nate Hinsperger.....	\$110
Doug Kunkel	\$185	Charles McFadden.....	\$95
Tom Elsemore	\$165	Joe Sherrod	\$95
		Betsy Wing	\$90
Eric Koltas	\$160	Elizabeth Webber-Bruya	\$90
Jerry Boyd	\$160		
Adam Morine	\$150	Technical Editor	\$115
Tena Seeds	\$145	Drafting Support.....	\$105
Brett Carp	\$145	Project Assistant/Support.....	\$90
Sean Trimble	\$140		
Josh Bernthal.....	\$140	Administrative Assistant.....	\$75
Beau Johnson.....	\$135		
Eric Caddey.....	\$135	Litigation Support**	+50%
Vince Bachmann.....	\$125	Off Hours***	+50%

* All labor hours are billed portal-to-portal from EPI's Issaquah, WA location
 ** Litigation Support includes Court, Deposition, Alternative Dispute Resolution time and preparation for same.
 *** Off Hours outside standard business days Monday – Friday from 6AM to 6PM; Weekends and Holidays to be negotiated

<u>Category</u>	<u>Task Description</u>	<u>Education/Experience</u>	<u>Rate/Hour</u>
Principal	Project management, high level of technical expertise and autonomous decision-making. EPI resource allocation and commitment.	EPI Stock Owner Advanced degree, and/or more than 15 years of experience	\$165 – \$195
Senior Consultant	Project management, and/or task requires a high level of responsibility, technical experience and autonomous decision-making.	Advanced degree and more than 5 years of experience OR Bachelor's degree and more than 7 years of experience	\$125 – \$160
Project Consultant	Works under direction of more senior staff, task requires experience and training in broad environmental discipline.	Advanced degree OR Bachelor's degree and appropriate experience for task	\$80 – \$120
Technical Staff	Works under direction of Consultants, task requires specialized training.	Bachelor's degree OR Specialized training OR Appropriate experience for task	\$80 – \$120
Admin	Administrative Support – Production		\$75 – \$90

Fee Schedule

Direct Expenses

Subcontractors / Outside Services	Cost + 10%
Direct Expenses	Cost + 10%
Travel/Lodging/Meal Expenses	Cost + 10%
Vehicle Mileage	IRS rate per mile + 10%

EPI Equipment Kits

Air Sampling (Indoor/Ambient)	\$25/day
Asbestos Sampling	\$50/day
Chemical Injections	\$75/day/person
Groundwater Sampling	\$125/day
Soil Sampling	\$50/day
Soil and Groundwater Sampling	\$150/day
Sub-Slab/Soil Gas Sampling	\$50/day
Surface Water Sampling	\$75/day
SVE Pilot Test Equipment	\$350/day
SVE System Monitoring	\$150/day
Vapor Pin Installation Kit	\$125/day

Equipment & Instruments

275-Gallon Totes	\$100/tote/day	pH Meter with Calibration Kit	\$15/day
Anemometer/Airflow Meter	\$60/day	PID with Calibration Kit	\$75/day
Borehole Camera System	\$150/day	Rotohammer	\$100/day
CGI / LEL Meter	\$50/day	Stainless Steel Bailer	\$25/day
Hand Auger	\$50/day	Survey Equipment	\$50/day
Injection Pump	\$100/day	Tap and Die Set	\$15/day
Level C PPE	\$75/day/person	Truck – 50 Miles or Less from Office	\$50/day
Level D PPE	\$25/day/person	Truck – 50+ Miles from Office	\$100/day
Mini Air Pump	\$20/day	Turbidity Meter	\$20/day
Multi-Gas Meter with Calibration Kit	\$75/day	Vacuum Pump	\$25/day
Oil/Water Interface Probe	\$35/day	Water Level Meter	\$15/day
Peristaltic Pump and Tubing	\$50/day	Water Quality Meter – Multi-parameter	\$75/day

Field Supplies

0.45 micron High-Capacity Filters	\$25/filter
Detector Tubes	\$20/tube
Disposable Polyethylene Bailer	\$25/bailer
Drums (55-gallon)	\$100/drum
Hach Colorimeter Kit	\$5/sample
Padlocks	\$15/lock
Tedlar Bags (1 Liter)	\$20/bag
Tyvek Suit	\$10/suit
Vapor Pin Kit (brass pin, sleeve/seal, cap, and plastic cover)	\$100/pin
Vapor Pin Stainless Steel Cover	\$30/cover
Well Plugs – 2-inch Watertight	\$15/plug
Well Plugs – 4-inch Watertight	\$20/plug