



June 17, 2019

Ms. Nancy Humphrey  
City of Emeryville  
1333 Park Avenue  
Emeryville, CA 94608

Subject: Proposal for Environmental Tasks for Fiscal Year 2019-2020  
City of Emeryville Fire Station #2, 6303 Hollis St, Emeryville, CA

Dear Ms. Humphrey:

OTG EnviroEngineering Solutions, Inc. (OTG) is pleased to submit this proposal to City of Emeryville (the City) to conduct environmental tasks at the City's Fire Station No. 2, located at 6303 Hollis Street, Emeryville, California. The tasks outlined below were requested by Alameda County Department of Environmental Health (ACDEH) in a letter to the City dated April 25, 2019.

## **SCOPE OF WORK**

The following tasks will be performed during FY2019-2020 in accordance with ACDEH's requirement:

### **Task 1000 – Semi-Annual Groundwater Monitoring**

The four on-site groundwater monitoring wells will be monitored semi-annually. Groundwater elevations will be measured for estimation of flow direction. Groundwater samples will be collected from each of the four wells for the analyses of TPH-gas, TPH-diesel, Benzene, Toluene, Ethylbenzene, Xylenes (BTEX), MTBE, and Naphthalene. A semi-annual monitoring report will be prepared following each sampling event.

### **Task 2000 – Quarterly Sub-Slab Soil Vapor Monitoring**

The two sub-slab vapor monitoring points will be monitored quarterly. Vapor samples will be collected and will be analyzed by EPA Method TO-3 for TPH-gas, by EPA Method TO-15 for BTEX and Naphthalene, and by ASTM Method D1946 for fixed gases (O<sub>2</sub>, CO, CO<sub>2</sub>, CH<sub>4</sub>, He). Sampling procedures will follow DTSC's Advisory – Active Soil Gas Investigation (CalEPA 2015). A quarterly monitoring report will be prepared following each sampling event.

### Task 3000 – Closure Support Tasks

The Site could be a candidate for closure under the California State Water Resources Control Board's Low Threat Underground Storage Tank Case Closure Policy during Fiscal Year 2019-2020. This task will include assisting ACDEH in closure document preparation and perform sensitive receptors surveys.

### Task 4000 – Meetings and Regulatory Support

This task includes meeting with ACDEH staff and the City staff on site status review and closure requirements. This task also includes project management activities, such as project scheduling, contract and subcontract management, and project budget management.

## COST ESTIMATE

The cost to perform the above scope of work for FY2019-2020 is estimated as follows:

Task 1000 –	Semi-Annual Groundwater Monitoring	\$19,648
Task 2000 –	Quarterly Soil Vapor Monitoring	\$33,252
Task 3000 –	Closure Support Tasks	\$9,480
Task 4000 –	Meetings & Regulatory Support	\$6,888

<b>Total Budget for FY2019-2020</b>	<b>\$69,268</b>
-------------------------------------	-----------------

Detailed breakdown of the estimated cost is presented in Table 1. OTG proposes to perform the work on a time-and-materials basis, not exceeding the above estimated amount without first obtaining written approval from the City.

## CONCLUSIONS

OTG appreciates the opportunity to present this proposal to the City and is looking forward to assisting the City with this important project. Please call Xinggang Tong at (510) 465-8982 if you have questions or comments.

Sincerely,

**OTG EnviroEngineering Solutions, Inc.**



Xinggang Tong, PhD, PE  
Principal

TABLE 1.  
BREAKDOWN OF COST ESTIMATE  
Tasks for Fire Station #35 for FY19-20, Emeryville, CA

			Task 1000 - groundwater monitoring per event		Task 2000 - soil vapor monitoring per event		Task 3000 - closure support tasks		Task 4000 -meetings & regulatory support	
LABOR CATEGORY	Rate	Unit	#of unit	Cost	# of unit	Cost				
Clerk	\$58	hr		\$0		\$0		\$0		\$0
Project assistant	\$75	hr	4	\$300	4	\$300		\$0	4	\$300
Staff professional	\$105	hr		\$0		\$0		\$0		\$0
Professional	\$125	hr	24	\$3,000	12	\$1,500	24	\$3,000	16	\$2,000
Project professional	\$140	hr		\$0		\$0		\$0		\$0
Senior project professional	\$162	hr	24	\$3,888	24	\$3,888	40	\$6,480	24	\$3,888
Project manager	\$175	hr	4	\$700	4	\$700		\$0	4	\$700
LABOR SUBTOTAL				\$7,888		\$6,388		\$9,480		\$6,888
OTHER DIRECT COSTS (ODC)										
Vehicle Charge	\$100	per day	1	\$100	1	\$100		\$0		\$0
Drilling subcontract	estimate			\$0		0		\$0		\$0
Chem Analysis (8015 & 8260)	\$185	per sample	5	\$925	0	\$0		\$0		\$0
Chem Analysis (TO-15, TO-3)	\$240	per sample	5	\$0	3	\$720		\$0		\$0
Fixed Gas ASTM D1946	\$80			\$0	3	\$240		\$0		\$0
Field supplies & consumables	estimate			\$150		\$180		\$0		\$0
Eq rental	estimate	per day	1	\$250		\$475		\$0		
Waste disposal	estimate			\$300		\$0		\$0		
Health & Safety Supplies	\$35.00	per day	1	\$35	1	\$35		\$0		\$0
ODC SUBTOTAL				\$1,760		\$1,750		\$0		\$0
10% markup of ODC				\$176		\$175		\$0.0		\$0.0
<b>Total by Tasks</b>				<b>\$9,824</b>		<b>\$8,313</b>		<b>\$9,480.0</b>		<b>\$6,888</b>
			<b>2 events =</b>	<b>\$19,648</b>	<b>4 events =</b>	<b>\$33,252</b>				
<b>Project Total Cost:</b>				<b>\$69,268</b>						