

Sent via E-Mail: smueller@westalliswi.gov

Mr. Shaun Mueller
City of West Allis
7525 W. Greenfield Avenue
West Allis, WI 53214

**PROPOSAL FOR PREPARATION OF A QUALITY ASSURANCE PROJECT PLAN
FOR THE CITY OF WEST ALLIS' BROWNFIELDS ASSESSMENT PROGRAM**

Dear Mr. Mueller:

Per your request, Ramboll US Consulting, Inc. (Ramboll) is pleased to submit this proposal to the City of West Allis (the "City") for preparation of a Quality Assurance Project Plan (QAPP) as a part of the City's United States Environmental Protection Agency (USEPA) Assessment Grant Program. The QAPP is a requirement for the Assessment Grant funding provided by the USEPA. The following paragraphs describe the proposed scope of work.

Ramboll will prepare a QAPP that is specific to work that will be conducted by Ramboll under the City's Assessment Grant Program. As required by the USEPA, Ramboll will attend a pre-QAPP meeting with the USEPA, City, and the other selected City contractors. The QAPP will be prepared utilizing the QAPP template and certification checklist provided by the City on behalf of USEPA. Ramboll will utilize previously approved QAPPs and incorporate project-specific and laboratory-specific elements in conjunction with new USEPA QAPP requirements, if any. The QAPP will cover services Ramboll may provide to the City under their USEPA brownfields assessment grant, including development of sampling and analysis plans, field work, documentation, reporting, and laboratory analyses. The QAPP will not be site-specific. This proposal takes into account that revisions may be requested by the City or USEPA as part of the QAPP development process before the document is approved by the USEPA.

Ramboll has prequalified and requested bids from several Wisconsin-certified laboratories, in accordance with procurement requirements and Disadvantaged Business Enterprise (DBE) goals and has selected Pace Analytical Services, Inc., located in Green Bay, Wisconsin, and CT Laboratories in Baraboo, Wisconsin, to perform laboratory work for this assessment program. CT Laboratories is a certified woman-owned business and small-business.

Ramboll estimates that the cost of preparing the QAPP will be \$3,800. Costs will be incurred based on the rates presented in the cost proposal provided in our Statement of Qualifications dated August 24, 2022, and attached to this proposal.

Thank you for the opportunity to be of service. If you have any questions or need further information, please contact us.

December 21, 2022

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Ref. P2722-22291

Sincerely,



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AUTHORIZATION TO PROCEED

Ramboll Proposal No. P2722-22291, dated December 21, 2022, for Preparation of a Quality Assurance Project Plan for City of West Allis' Brownfields Assessment Grant Program

Signature: _____

Name: _____

Title: _____

Date: _____

RAMBOLL PROJECT FEES

Table 1: Labor

Labor Category (Invoice Title)	Labor Rate	Estimated % Time
Project Principal (Principal)	\$200	2%
Senior Managing Consultant	\$175	10%
Managing Consultant	\$155	15%
Sr. Consultant 2	\$130	5%
Sr. Consultant 1	\$120	5%
Engineer/Geologist (Consultant 3)	\$110	20%
Engineer/Geologist (Consultant 2)	\$100	20%
Field Staff (Consultant 1)	\$85	10%
CAD/GIS Drafting	\$80	8%
Administrative Support	\$65	5%

Table 2: Field Instruments/Equipment¹

Description	Units	Unit Cost
PID (10.6 ev lamp)	day	\$70
Water Level Meter	day	\$30
0.45-micron filters	each	\$25
Peristaltic Pump	day	\$50
Concrete Corer	day	\$150
Personal Vehicle Mileage (federal rate) ²	mile	\$0.585

Notes:

- 1: Other supplies/equipment will be rented/purchased as needed and the invoices will be passed through with no mark-up applied.
- 2: Based on project needs, distance to site and other factors, Ramboll may elect to rent a vehicle for field work. Typical vehicle rental rates, based on our company preferred provider fee schedule are between \$40 and \$70/day. Gasoline is additional.

A 10% mark-up will be added to all subcontractor services.