

**Sent via E-Mail: [smueller@westalliswi.gov](mailto:smueller@westalliswi.gov)**

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

**PROPOSAL FOR ASSISTANCE WITH PROGRAMMATIC MANAGEMENT OF THE  
CITY OF WEST ALLIS' FY2022 USEPA ASSESSMENT GRANT**

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 assistance with the programmatic management required under the United States Environmental Protection Agency (USEPA) Assessment Grant Program. The following paragraphs describe the proposed scope of work.

Ramboll will assist the City with management of their USEPA Assessment Grant. These services include:

- preparation of eligibility determinations, including conducting preliminary reviews of environmental data on potential assessment sites;
- development of a Community Involvement Plan;
- assistance with public meetings;
- quarterly USEPA Grant reporting;
- annual financial reporting;
- annual Minority Business Enterprise/Disadvantaged Business Enterprise (MBE/DBE) reporting;
- regular Assessment, Cleanup and Redevelopment Exchange System (ACRES) system updates; and,
- tracking financial progress relative to grant requirements/budget.

Ramboll proposes to undertake this assignment on a time and material basis in accordance with this proposed scope of services. 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. Based on the proposed scope of services presented above, the project cost is estimated to be \$37,500.

If you find this proposal acceptable, please have a copy of the proposal executed and returned to Ramboll as our authorization to proceed. Alternatively, the City may provide a Proceed Order and Master Services Agreement for work under their Brownfield Services Program.

December 23, 2022

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Ref. P2722-22294



Thank you for opportunity to be of service in providing environmental support services to the City of West Allis. If you have any questions or need further information, please contact us.

Sincerely,

**Donna M. Volk, PG, CPG**

Senior Managing Consultant

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#### **AUTHORIZATION TO PROCEED**

**Ramboll Proposal No. P2722-22294, dated December 23, 2022, for Assistance with Programmatic Management of the City of West Allis' Brownfields Assessment Grant**

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/Equipment<sup>1</sup>**

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) <sup>2</sup>	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.