

Schedule 2.11(e) - Continued		Yes	No	Comments
	A breakdown of direct non-salary costs in the form of additional Schedule 2.11s is attached, if appropriate.			NA
	Total subcontract cost matches amount on Schedule 2.11(a).			NA
	Subcontractor has justified/obtained adequate quotes for any further subcontracted work.			NA
	Subcontractor certification(s) have been submitted.			NYA
5.	Schedule 2.11(f) - Unit Price Subcontracts			
	There are quotes for non-standby subcontracts >\$1k. Bids are comparable (quantities and items) and provide unit costs plus job total. If sufficient number of quotes are unavailable, an engineer's estimate must be provided. The low quote has been selected.			ENGINEER'S ESTIMATE PROVIDED FOR VALIDATION
	Standby Drillers (Two phase process) - Costs from at least 3 standbys (or additional quotes from non-standby drillers) are attached. Proper unit costs and mobilization/demobilization costs are used. The low quote has been selected.			NA
	Standby Labs and Data Validators (Used on a rotational basis) - Unit cost per sample match unit cost in their standby contract.	X		
	M/WBE - cost reasonableness of sole/single source M/WBE contracts <\$10K are documented by an engineer's estimate.	X		FOR DATA VALIDATION
	Correct management fee is calculated only on non-professional unit priced subs >\$10k and M/WBE firms from \$1. (Management fee is not allowed on professional engineering firms, architects, or surveyors, unless the contract specifically allows it.)	X		
	Subcontractor certification(s) have been submitted.	X		
	Justification is attached for any subcontracts >\$100,000 supporting a determination not to design and competitively bid the work. Response-type activities (drum removals, soil excavation, and other construction-type activities) typically must be competitively bid, unless otherwise approved by CPS.			NA
6.	Schedule 2.11(g) - Cost Control Report			
	Individual 2.11(g)s equal Summary 2.11(g) and costs match those on 2.11(a).	X		AS ROUNDED
	PMWP or amendment development costs are within 5% of the total WA or amendment costs. Acceptable justification has been submitted if the percentage exceeds 5%.		X	JUSTIFICATION PROVIDED
	PMWP or amendment development costs are limited to preparing a PMWP or amendment. Additional sub-tasks, if included, have been conceptually approved.	X		
7.	Schedule 2.11(g) Supplemental - Cost Control Report (subs)			
	Schedules include all applicable subcontracts and management fees (for unit price only).	X		AS ROUNDED
8.	Schedule 2.11(a)			
	Rates for indirect and fixed fee match contract rates.	X		AS ROUNDED
	All numbers rolled up into Schedule 2.11(a) add up.	X		AS ROUNDED
9.	Additional Cost Information/Comments			

Rev. 01/14/08

Cost Review for Work Plan or Amendment

Contractor Name: **EA ENGINEERING, P.C.**
 WA # and Name: **D 004438 -25 FRIEDRICH SOHN**

Date: **5/8/09**
 Reviewer: **C. CANONICA**

GENERAL COST REVIEW CHECKLIST		Yes	No	Comments
	A complete set of 2.11 Schedules (a) through (h) is attached.	X		
	For grouped work assignments, Schedule 2.11s are broken down by site.			NA
1.	Schedule 2.11(b) - Direct Labor			
	Average reimbursement rates are used for each year. For future years, an escalation factor of 3% has been used.	X		
	Hours are segregated by year.	X		
	Total cost for each NSPE level is shown.	X		
	Total direct labor costs match amounts on Schedule 2.11(a).	X		
	Total labor hours match hours on Schedule 2.11(h).			
	The Principal's (NSPE level 9) labor hours charged to WA are less than 2% of the total time.	X		
2.	Schedule 2.11(b-1) - Direct Administrative Labor Hours			
	Breakdown of Schedule 2.11(b-1) is reasonable, i.e., admin LOE is within acceptable guideline of <4% of overall WA LOE. Justification is attached for any exceedance.	X		
3.	Schedules 2.11(c) and (d) - Direct Non-Salary Costs			
	Rates listed in Schedule 2.11(c) are consistent with contract.	X		
	Rates for in-house and/or miscellaneous costs match contract Schedule 2.10(b).	X		
	Quotes are included for any non-contract item (including equipment purchases & rentals; excluding air fare) >\$1k. If sufficient number of quotes are unavailable, an engineer's estimate must be provided. The low quote has been selected.			NA
	All costs are allowable, e.g., office telephone and office shipping cannot be reimbursed as a direct cost if they're included in ICR. If they're not in ICR, they are included in 2.10(b) or 2.10(c). Field costs must be receipted.	X		
	Appropriate lodging/per diem/mileage rates are used.	X		
	Rates are approved for consultant-owned equipment as per Schedule 2.10(c).	X		
	Total of direct non-salary costs matches the amount on Schedule 2.11(a).	X		
	Other direct costs (no. of field days, lodging, and field equipment usage) are reasonable based on field work schedule or supporting documentation.	X		
4.	Schedule 2.11(e) - Cost-plus-fixed-fee subcontract	NA		NA
	Proposed subconsultant is on standby or has DEC-approved rates with another standby consultant. Otherwise, financial information required for cost analysis must be submitted for DEC review.			NA
	Standby subcontract is active and rates (salary, direct and indirect costs, and fixed fee) match contract rates.			NA

Cost Review for Work Plan or Amendment

Contractor Name: EA Engineering
WA # and Name: D004438-25 Friedrichssohn

Date: 5/9/08
Reviewer: NM

GENERAL COST REVIEW CHECKLIST		Yes	No	Comments
	A complete set of 2.11 Schedules (a) through (h) is attached.	X		
	For grouped work assignments, Schedule 2.11s are broken down by site.			n/a
1.	Schedule 2.11(b) - Direct Labor			
	Average reimbursement rates are used for each year. For future years, an escalation factor of 3% has been used.	X		
	Hours are segregated by year.	X		
	Total cost for each NSPE level is shown.	X		
	Total direct labor costs match amounts on Schedule 2.11(a).	X		
	Total labor hours match hours on Schedule 2.11(h).	X		
	The Principal's (NSPE level 9) labor hours charged to WA are less than 2% of the total time.	X		
2.	Schedule 2.11(b-1) - Direct Administrative Labor Hours			
	Breakdown of Schedule 2.11(b-1) is reasonable, i.e., admin LOE is within acceptable guideline of <4% of overall WA LOE. Justification is attached for any exceedance.	X		
3.	Schedules 2.11(c) and (d) - Direct Non-Salary Costs			
	Rates listed in Schedule 2.11(c) are consistent with contract.	X		
	Rates for in-house and/or miscellaneous costs match contract Schedule 2.10(b).	X		
	Quotes are included for any non-contract item (including equipment purchases & rentals; excluding air fare) >\$1k. If sufficient number of quotes are unavailable, an engineer's estimate must be provided. The low quote has been selected.			n/a
	All costs are allowable, e.g., office telephone and office shipping cannot be reimbursed as a direct cost if they're included in ICR. If they're not in ICR, they are included in 2.10(b) or 2.10(c). Field costs must be receipted.	X		
	Appropriate lodging/per diem/mileage rates are used.	X		
	Rates are approved for consultant-owned equipment as per Schedule 2.10(c).	X		
	Total of direct non-salary costs matches the amount on Schedule 2.11(a).	X		
	Other direct costs (no. of field days, lodging, and field equipment usage) are reasonable based on field work schedule or supporting documentation.	X		
4.	Schedule 2.11(e) - Cost-plus-fixed-fee subcontracts			n/a
	Proposed subconsultant is on standby or has DEC-approved rates with another standby consultant. Otherwise, financial information required for cost analysis must be submitted for DEC review.			
	Standby subcontract is active and rates (salary, direct and indirect costs, and fixed fee) match contract rates.			

	Schedule 2.11(e) - Continued	Yes	No	Comments
	A breakdown of direct non-salary costs in the form of additional Schedule 2.11s is attached, if appropriate.		n/a	
	Total subcontract cost matches amount on Schedule 2.11(a).			
	Subcontractor has justified/obtained adequate quotes for any further subcontracted work.			
	Subcontractor certification(s) have been submitted.			
5.	Schedule 2.11(f) - Unit Price Subcontracts			
	There are quotes for non-standby subcontracts >\$1k. Bids are comparable (quantities and items) and provide unit costs plus job total. If sufficient number of quotes are unavailable, an engineer's estimate must be provided. The low quote has been selected.	X		engineer estimate quote
	Standby Drillers (Two phase process) - Costs from at least 3 standbys (or additional quotes from non-standby drillers) are attached. Proper unit costs and mobilization/demobilization costs are used. The low quote has been selected.			n/a
	Standby Labs and Data Validators (Used on a rotational basis) - Unit cost per sample match unit cost in their standby contract.	X		
	M/WBE - cost reasonableness of sole/single source M/WBE contracts <\$10K are documented by an engineer's estimate.	X		
	Correct management fee is calculated only on non-professional unit priced subs >\$10k and M/WBE firms from \$1. (Management fee is not allowed on professional engineering firms, architects, or surveyors, unless the contract specifically allows it.)	X		
	Subcontractor certification(s) have been submitted.	X		
	Justification is attached for any subcontracts >\$100,000 supporting a determination not to design and competitively bid the work. Response-type activities (drum removals, soil excavation, and other construction-type activities) typically must be competitively bid, unless otherwise approved by CPS.			n/a
6.	Schedule 2.11(g) - Cost Control Report			
	Individual 2.11(g)s equal Summary 2.11(g) and costs match those on 2.11(a).	X		rounding
	PMWP or amendment development costs are within 5% of the total WA or amendment costs. Acceptable justification has been submitted if the percentage exceeds 5%.	X		
	PMWP or amendment development costs are limited to preparing a PMWP or amendment. Additional sub-tasks, if included, have been conceptually approved.	X		
7.	Schedule 2.11(g) Supplemental - Cost Control Report (subs)			
	Schedules include all applicable subcontracts and management fees (for unit price only).	X		
8.	Schedule 2.11(a)			
	Rates for indirect and fixed fee match contract rates.	X		
	All numbers rolled up into Schedule 2.11(a) add up.	X		rounding
9.	Additional Cost Information/Comments			

From: "Casey, Robert" <rcasey@eaest.com>
To: nlmorgan@gw.dec.state.ny.us
Date: 5/8/2008 4:50:11 PM
Subject: NYSDEC - Friedrichsohn Cooperage PMWP (D004438-25)

Nicole -

Please find attached a PDF of the revised PMWP per you email on 5/2/2008. The PMWP development costs (i.e. Task 1) are above the 5% threshold for the following reasons:

- 1) The site visit and associated travel costs are included in Task 1.
- 2) The historical/background review task and EDR report are included in Task 1.

Let me know if you have any comments or questions.

Robert S. Casey
Project Manager

6712 Brooklawn Parkway, Suite 104

Syracuse, New York 13211

PH: (315).431.4610

FX: (315).431.4280

CELL: (315).430.7429

CC: djeaton@gw.dec.state.ny.us; ccanonica@eaest.com



**Project Management Work Plan
Friedrichsohn Cooperage (5-46-045)
Waterford, Saratoga County, New York**

Prepared for

New York State Department of Environmental Conservation
625 Broadway
Albany, New York 12233



Prepared by

EA Engineering, P.C., and Its Affiliate
EA Science and Technology
6712 Brooklawn Parkway, Suite 104
Syracuse, New York 13211-2158
(315) 431-4610

May 2008
Revision: FINAL
EA Project No. 14368.25

**Project Management Work Plan
Friedrichsohn Cooperage (5-46-045)
Waterford, Saratoga County, New York**

Prepared for

New York State Department of Environmental Conservation
625 Broadway
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(315) 431-4610

Christopher J. Canonica, P.E., Program Manager
EA Engineering, P.C.

1 May 2008

Date

Robert S. Casey, Project Manager
EA Science and Technology

1 May 2008

Date

David Crandall, Site Manager
EA Science and Technology

1 May 2008

Date

May 2008
Revision: FINAL
EA Project No. 14368.25

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<u>Number</u>	<u>Title</u>
1	Site location.
2	Groundwater sampling and proposed soil/sediment sampling locations.
3	Project organization chart.
4	Project schedule.

1. INTRODUCTION

The New York State Department of Environmental Conservation (NYSDEC) tasked EA Engineering, P.C. and its affiliate EA Science and Technology (EA) an Immediate Activation Work Assignment (IAWA) to perform a limited Site Characterization at the Friedrichsohn Cooperage Site (NYSDEC Site No. 5-46-045) 153-155 Saratoga Avenue, Waterford, Saratoga County, New York (Figure 1).

The Work Assignment will be conducted under the NYSDEC State Superfund Standby Contract Work Assignment No. D004438-25. The initial step in the Work Assignment is preparation of this Project Management Work Plan (PMWP), which describes the anticipated work activities and the associated budget and staffing plan. The elements of this PMWP were prepared in accordance with the most recent and applicable guidelines and requirements of NYSDEC.

1.1 OBJECTIVES

The objectives of this Work Assignment are:

- Collect groundwater sample from nine existing monitoring wells, collect four surface water and eight sediment samples, collect five soil samples and up to 4 waste samples at locations onsite or within the immediate vicinity of the site.
- Document all field activities, submit analytical samples to an Environmental Laboratory Approval Program (ELAP)-certified laboratory, summarize analytical data, and qualify analytical data through third party data validation.
- Prepare a report summarizing all field activities and findings of the site characterization.

1.2 PROJECT MANAGEMENT WORK PLAN ORGANIZATION

This PMWP is organized into the following sections:

- **Section 1**-Provides the overall approach and specific activities that will be performed during the preliminary site assessment at Friedrichsohn Cooperage site.
- **Section 2**-Presents the project organization and schedule.
- **Section 3**-Identifies areas of work that will require subcontracting.
- **Section 4**-Presents the utilization plan for Minority/Women-Owned Business Enterprise (M/WBE) subcontractors and Equal Employment Opportunity (EEO) within EA.

This PMWP is a stand alone document; a site specific Field Activities Plan describing proposed field activities, site specific quality assurance procedures, and site specific health and safety considerations will be submitted under a separate cover.

The budget for this Work Assignment (Schedule 2.11) is provided in Appendix A.

1.3 DESCRIPTION OF WORK TASKS

The following tasks have been completed or will be completed as part of the site characterization:

- Work Plan development
- Field Sampling Activities
- Field documentation and reporting.

A brief summary of each activity is provided below and further details of the field activities will be provided in the Work Plan.

1.3.1 Work Plan Development (Task 1)

A meeting was held at the Friedrichsohn Cooperage site, Waterford, New York on 26 February 2008 in conjunction with the development of this PMWP. Meeting attendees included a representative from the NYSDEC Division of Environmental Remediation and EA. The site visit was performed in order to become familiar with the area and discuss proposed field work activities.

1.3.2 Field Sampling Activities (Task 2)

Environmental sampling will consist of soil/sediment and groundwater sampling at various locations throughout the targeted area (Figure 2). The protocol for this effort will follow NYSDEC Division of Environmental Remediation *DER-10 Technical Guidance for Site Investigation and Remediation*, December 2002.

1.3.3 Field Documentation and Reporting (Task 3)

Field logbooks, soil boring logs, and groundwater purge forms will be used during on-site work. A dedicated field logbook will be maintained by the site manager responsible for overseeing the investigation activities. In addition to the logbook, original sampling forms and purge forms used during the field activities will be submitted to NYSDEC as part of the final report. Field and sampling procedures, including installation of the groundwater monitoring wells, will be photo documented.

Upon completion of the field activities, a summary report will be prepared and submitted to NYSDEC that includes a summary of field and laboratory analytical data, presents the locations of field samples, and a summary/discussion of the findings of the site characterization.

2. PROJECT ORGANIZATION AND SCHEDULE

2.1 PROJECT ORGANIZATION

The site characterization at the Friedrichsohn Cooperage site will be managed through an organized effort of scientific and engineering personnel and technical resources. These efforts will employ pre-approved field procedures, sampling techniques, and analytical methods to accomplish the project objectives as outlined in the Work Plan. Effective program organization will accommodate these requirements while maintaining a manageable degree of control over these activities.

The project organization for the accomplishment of this effort is illustrated in Figure 3. The key technical management of this investigation will be accomplished by the project manager and assigned project team. Additional individuals will be made available, if warranted. Areas of work that require subcontracting are discussed in Section 3.

2.2 PROJECT MANAGEMENT

EA will provide oversight, coordination, health and safety, field support, and evaluation of analytical data. EA will also be responsible for evaluation of analytical test results, which will be submitted to NYSDEC. The EA staff members involved in this project are detailed below:

- **Chris Canonica, EA Program Manager and Project Quality Assurance/Quality Control (QA/QC) Officer**—The QA/QC Officer will provide guidance on technical matters and review technical documents relating to the project. He will assess the effectiveness of the QA/QC program and recommend modifications when applicable. Additionally, the QA/QC Officer may delegate technical guidance to specially trained individuals under his direction.
- **Robert S. Casey, EA Project Manager**—The Project Manager provides overall coordination and preparation of the project within EA. This includes coordination with NYSDEC and New York State Department of Health, budget control, subcontractor performance, implementation of the Quality Assurance Project Plan, and allocation of resources and staffing to implement both the QA/QC program and the site Health and Safety Plan.
- **Scott Graham, C.P.G., EA Project QA/QC Coordinator**—The Project QA/QC Coordinator is responsible for project-specific supervision and monitoring of the QA/QC program. He will ensure that field personnel are familiar with and adhere to proper sampling procedures, field measurement techniques, sample identification, and chain-of-custody procedures. He will coordinate with the analytical laboratory for the receipt of samples and reporting of analytical results, and will recommend actions to correct deficiencies in the analytical protocol or sampling. Additionally, he will prepare QA/QC reports for management review.
- **David Crandall, EA Site Manager**—The Site Manager will serve as the on-site contact person for field investigations and tests. He will be responsible for coordinating the field activities, including inspecting and replacing equipment, preparing daily and interim reports, scheduling sampling, and coordinating shipment and receipt of samples and containers.

The Program Health and Safety Officer is also an integral part of the project implementation team.

- ***Peter Garger, EA Program Health and Safety Officer***—The Program Health and Safety Officer will be responsible for the development, final technical review, and approval of the Health and Safety Plan. In addition, he will provide authorization, if warranted, to modify personal protective equipment requirements based on field conditions. He will also provide final review of all health and safety monitoring records and personal protective equipment changes to ensure compliance with the provisions of the Health and Safety Plan.

2.3 PROJECT SCHEDULE

The proposed schedule for completion of the PSA is presented on Figure 4. The schedule includes tasks up to the completion of the Data Usability and Summary Report associated with this Work Assignment. The schedule assumes field activities will begin on 22 April 2008. The schedule does not account for delays due to unforeseen site conditions (i.e., inclement weather).

Every attempt will be made to adhere to the schedule presented. Unexpected delays will be documented and reported to NYSDEC in a timely fashion. If the schedule needs to be modified, EA will contact NYSDEC for approval of the updated schedule.

3. SUBCONTRACTORS

Successful implementation of the field and reporting activities associated with this Work Assignment will require the following types of subcontractors:

- An off-site laboratory to analyze various environmental samples (groundwater/soil/sediment)
- A data validator to perform a usability analysis of the laboratory data associated with the field samples.

In accordance with the NYSDEC draft *Handbook for Standby Consultant Contracts (for DER Standby Consultants)* (NYSDEC 2005)¹, EA established standby subcontracts for laboratory analyses, laboratory air analyses, and drilling. EA is distributing the laboratory analyses to these standby subcontractors on a rotational basis and as necessary to satisfy EA's overall M/WBE contract goals. Mitkem Corporation has been selected to perform the laboratory analyses. Environmental Data Validation, Inc. will be performing the data validation services.

Based on the current subcontractor standby rates and an engineering estimate of the M/WBE quotation provided for non-standby subcontractors, EA proposes the list of subcontractors provided below. Additional cost information from the subcontractors not under standby contract is included in Appendix B along with the engineer's estimate for data validation services.

Activity	Subcontractor	Projected Contract Amount (\$)
Analytical Laboratory Analysis (Soil and Groundwater)	Mitkem Corporation	\$21,054
Data Validation Services	Environmental Data Validation, Inc.	\$5,003

¹ NYSDEC. 2005. draft *Handbook for Standby Consultant Contracts (for DER Standby Consultants)*. December.

4. MINORITY/WOMAN-OWNED BUSINESS ENTERPRISE-EQUAL EMPLOYMENT OPPORTUNITY UTILIZATION PLAN

It is understood that EA is required by NYSDEC to make Good Faith Efforts towards the realization of M/WBE-EEO goals established in the NYSDEC draft *Handbook for Standby Consultant Contracts*. Accordingly, the remainder of this section contains the Consultant/Contractor Detailed M/WBE-EEO Utilization Plan prepared for this Work Assignment. The M/WBE-EEO Utilization Plan identifies that EA's goals are to award 20 percent of the total contract costs to M/WBE firms. Specifically, the goals are to award 15 percent of the total contract costs to MBE firms (\$7,039) and 5 percent of the total contract costs to WBE firms (\$2,346). In addition, EA's goals are to have 10 percent of EA's workforce for the project be minority and 10 percent be female.

In accordance with the NYSDEC draft *Handbook for Standby Consultant Contracts*, EA established standby subcontracts with 8 New York State Department of Economic Development certified M/WBE firms that provide laboratory analyses, data validation, drilling and surveying/engineering services. EA proposes to use a standby M/WBE subcontractor (as identified below) to perform the data validation services required to conduct the site characterization at the Friedrichsohn Cooperage site as detailed in Section 3 of this PMWP.

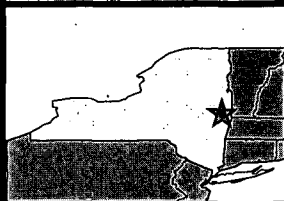
Subcontractor	Classification	Service to be Performed	Projected Contract Amount (\$)	Award Date	Contract Start Date	Projected Completion Date
Environmental Data Validation, Inc.	MBE	Data Validation	\$5,003	TBD	TBD	TBD

Approximately 9.4 percent of the total contract costs are proposed to be performed by MBE firms, which is slightly lower than the Standby Contract MBE utilization goals. None of the total contract costs are proposed to be performed by a WBE firm, which does not meet the Standby Contract WBE utilization goals. A total of approximately 9.4 percent of the total project costs are anticipated to be awarded to M/WBE firms.

As identified in the M/WBE-EEO Utilization Plan, approximately 21 percent of EA's total contract hours for the site characterization at the Friedrichsohn Cooperage site are proposed to be completed by female employees (Section 4.1). However, none of EA's total contract hours are anticipated to be worked by minority employees.

4.1 CONSULTANT/CONTRACTOR DETAILED M/WBE-EEO UTILIZATION PLAN

The plan consists of four forms, which are included in Appendix C.



Legend
 ★ Site Location

0 0.5 1 2 3 4 Miles

Source: ESRI Streetmaps 2005



**PROJECT MANAGEMENT WORK PLAN
 FRIEDRICHSOHN COOPERAGE SITE
 WATERFORD, NEW YORK**

**FIGURE 1
 Site Location Map**

PROJECT MGR:
RSC

DESIGNED BY:
CJS

CREATED BY:
DCC

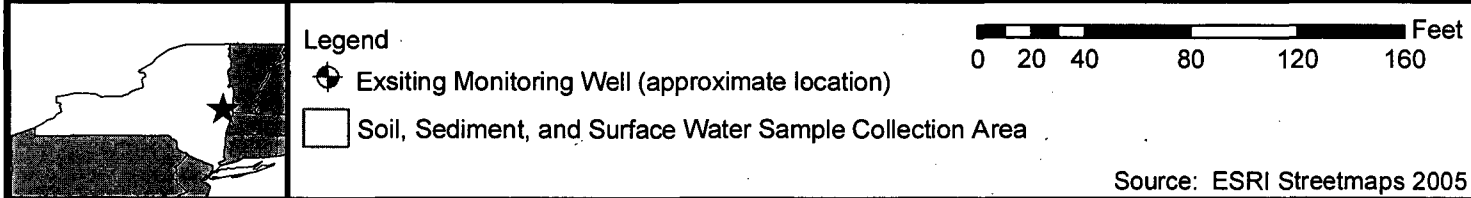
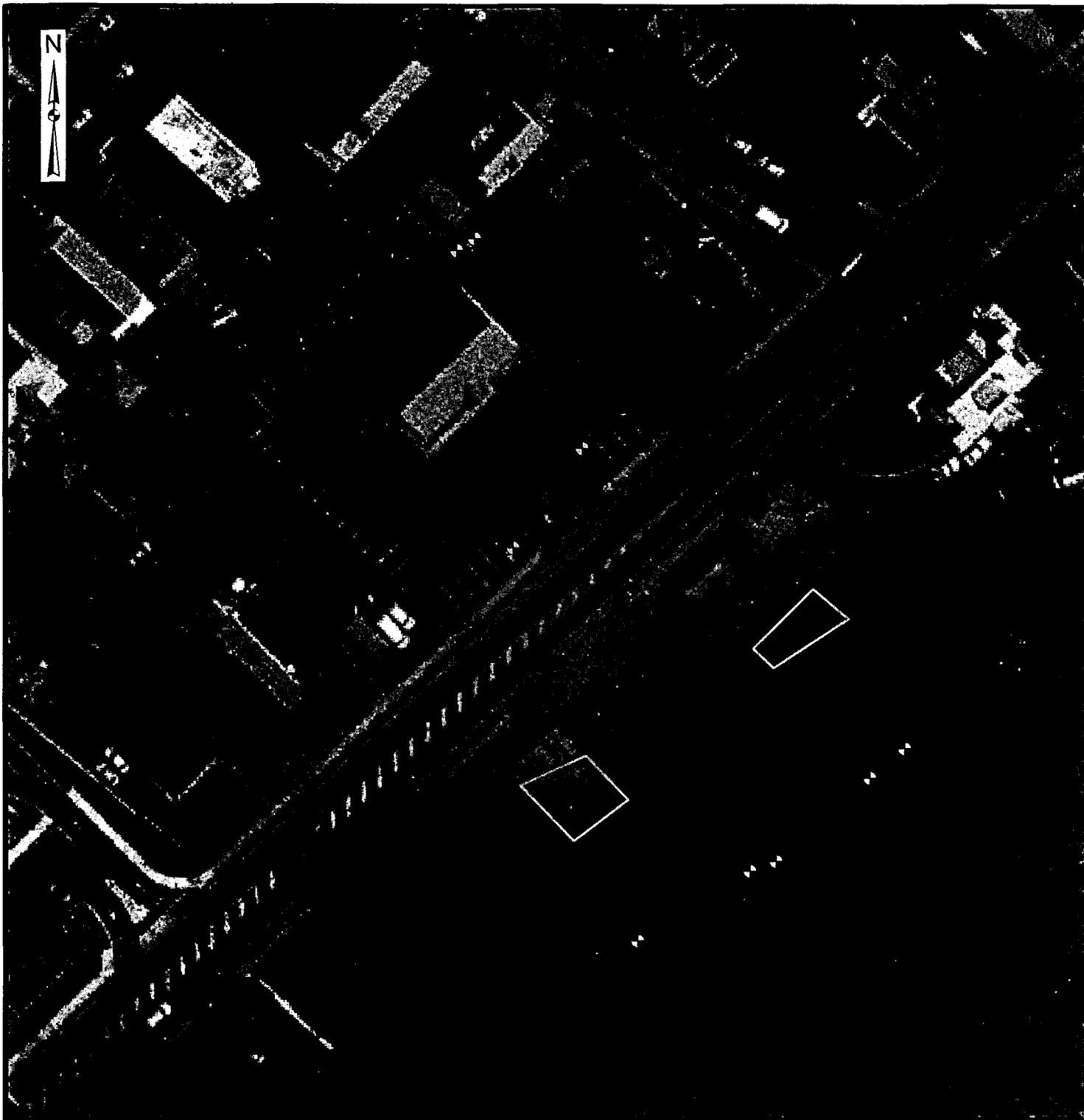
CHECKED BY:
RSC



SCALE:
AS SHOWN

DATE:
MARCH 2008

PROJECT NO:
14368.25

FILE NO:
GIS/PROJECTS/
FIGURE1.MXD



 		PROJECT MANAGEMENT WORK PLAN FRIEDRICHSON COOPERAGE SITE WATERFORD, NEW YORK				FIGURE 2 Sample Locations	
PROJECT MGR: RSC	DESIGNED BY: CJS	CREATED BY: DCC	CHECKED BY: RSC	SCALE: AS SHOWN	DATE: MARCH 2008	PROJECT NO: 14368.25	FILE NO: GIS/PROJECTS/ FIGURE1.MXD

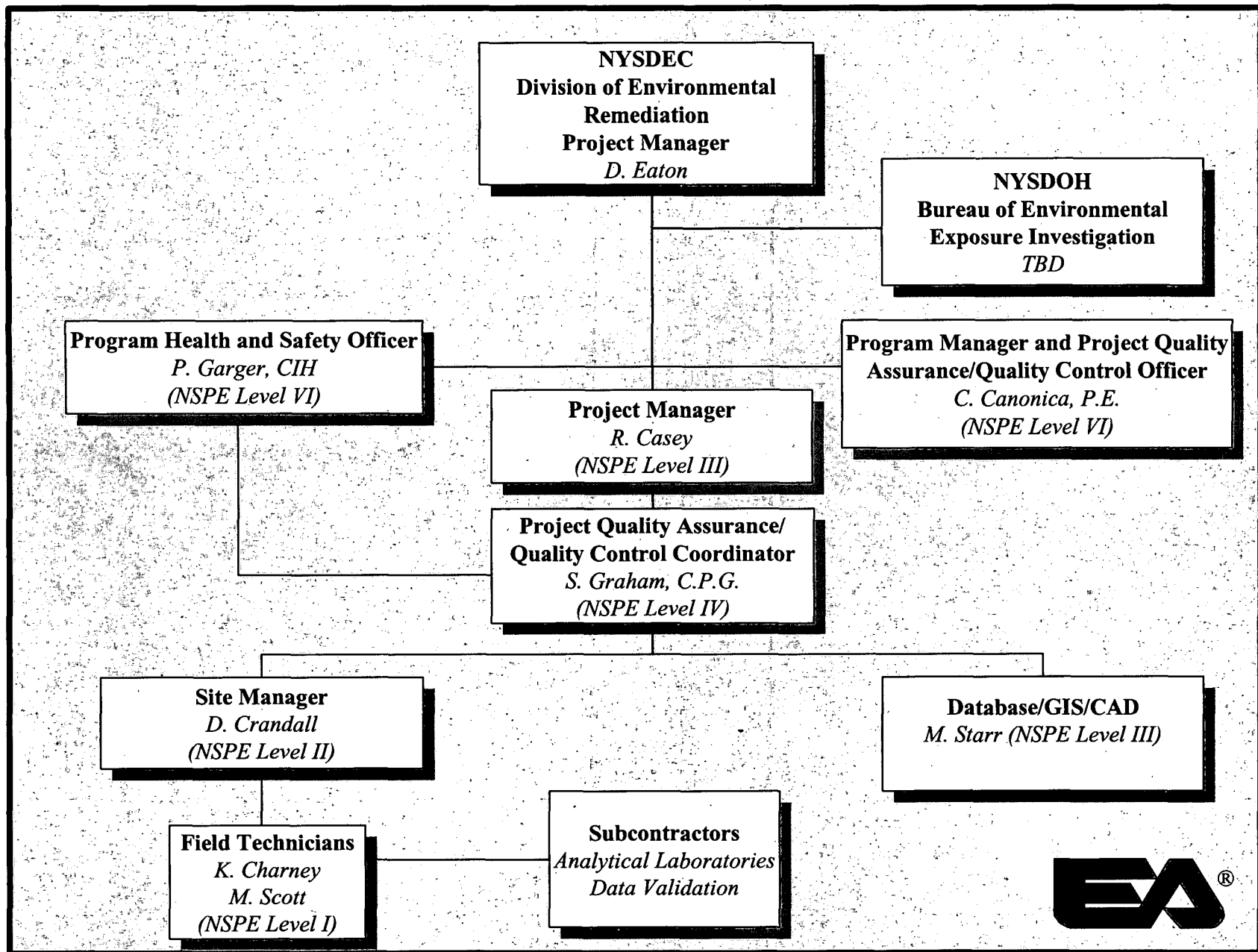
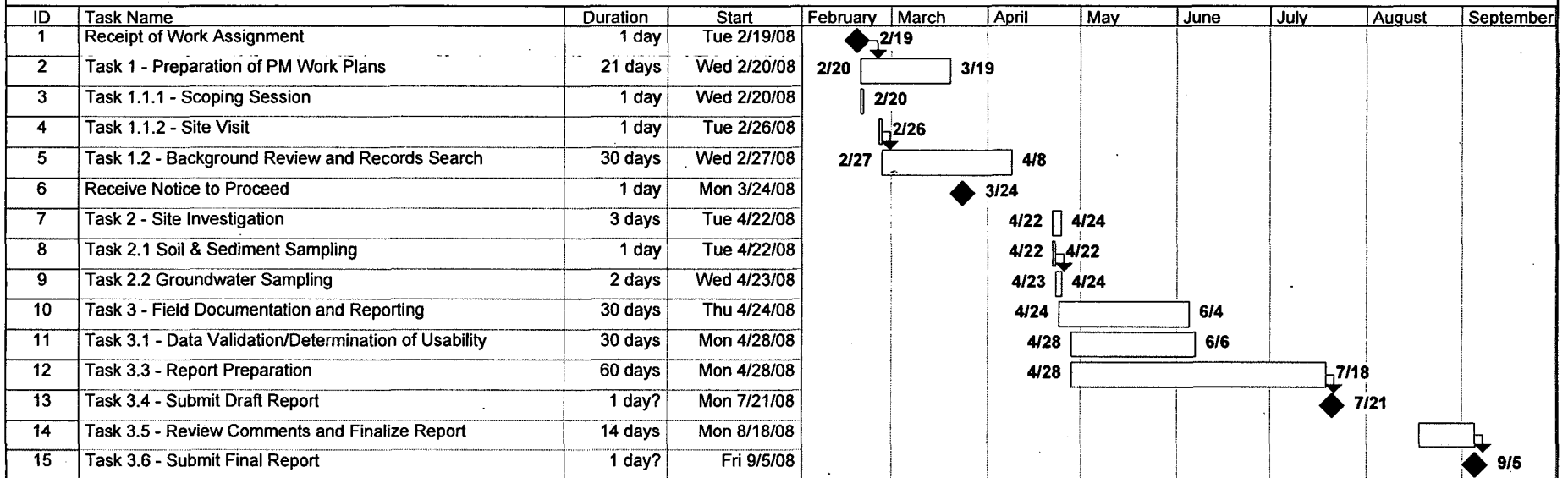
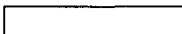


Figure 3 - Project organization chart for Site Characterization – Friedrichsohn Cooperage

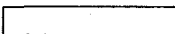


Figure 4 Project Schedule
Project Management
Friedrichsohn Cooperage Site
NYSDEC Site No. 5-46-045



Project: 1436825
Date: Mon 3/3/08

Task 
Split 
Progress 

Milestone 
Summary 
Project Summary 

External Tasks 
External Milestone 
Deadline 

Appendix A

Work Assignment Budget Schedule 2.11

Schedule 2.11 (a)
Summary of Work Assignment Price

Work Assignment Number D004438-25

1)	Direct Salary Costs (Schedules 2.10(a) and 2.11(b))	\$5,701
2)	Indirect Costs (Schedule 2.10(g))	\$8,691
3)	Direct Non-Salary Costs (Schedule 2.10(b)(c)(d) and 2.11(c)(d))	\$4,166
4)	Subcontract Costs	

Cost-Plus-Fixed-Fee Subcontracts (Schedule 2.10(e) and 2.11(e))

	<u>Name of Subcontractor</u>	<u>Services To Be Performed</u>	<u>Subcontract Price</u>
	i)		\$0
	ii)		\$0
A)	Total Cost-Plus-Fixed-Fee Subcontracts		\$0

Unit Price Subcontracts (Schedule 2.10(f) and 2.11(f))

	<u>Name of Subcontractor</u>	<u>Services To Be Performed</u>	<u>Subcontract Price</u>
	i) Mitkem Corporation	Laboratory Other Analyses	\$21,054
	ii) Environmental Data Validation, Inc.	Data Validation	\$5,003
	iii)		\$0
	iv)		\$0

B)	Total Unit Price Subcontracts	\$26,057
5)	Subcontract Management Fee	\$1,303
6)	Total Subcontract Costs (Lines 4A + 4B + 5)	\$27,360
7)	Fixed Fee (Schedule 2.10(h))	\$1,007
8)	Total Work Assignment Price (Lines 1 + 2 + 3 + 6 + 7)	\$46,926

Engineer/Contract #
Project Name
Work Assignment No.

EA Engineering, P.C. D004438
Friedrichsohn Cooperage
D004438-25

Date Prepr 3-Mar-08

Schedule 2.11 (b)
Direct Labor Hours Budgeted

<i>Labor Classification</i>	<i>IX</i>	<i>VIII</i>	<i>VII</i>	<i>VI</i>	<i>V</i>	<i>IV</i>	<i>III</i>	<i>II</i>	<i>I</i>	<i>Total Direct Labor Hrs.</i>
2008 Average Salary Rates		66.50	56.12	50.59	46.18	36.85	26.78	22.63	17.74	
2009 Average Salary Rates		68.50	57.80	52.11	47.57	37.96	27.58	23.31	18.27	
Task 1 - 2008				6		1	32	26	10	75
Task 1 - 2009										0
<i>Task 1 Total Hours</i>	0	0	0	6	0	1	32	26	10	75
										\$1,963.13
Task 2 - 2008				4			8	66	5	83
Task 2 - 2009										0
<i>Task 2 Total Hours</i>	0	0	0	4	0	0	8	66	5	83
										\$1,998.88
Task 3 - 2008				5		1	12	42	10	70
Task 3 - 2009										0
<i>Task 3 Total Hours</i>	0	0	0	5	0	1	12	42	10	70
										<i>Task 3 Direct Labor Total Costs</i>
										\$1,739.02
Total Hours 2008	0	0	0	15	0	2	52	134	25	228
Total Hours 2009	0	0	0	0	0	0	0	0	0	0
										228
<i>Direct Labor Cost (\$) 2008</i>	\$0.00	\$0.00	\$0.00	\$758.85	\$0.00	\$73.70	\$1,392.56	\$3,032.42	\$443.50	\$5,701.03
<i>Direct Labor Cost (\$) 2009</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
										\$5,701.03

* For multiple years use one average salary rate row for each year and each years subtotal Labor Cost.

Engineer/Contract #
Project Name
Work Assignment No.

EA Engineering, P.C.
Friedrichsohn Cooperage
D004438-25

D004438

Date Prepared 3-Mar-08

Schedule 2.11 (b-1)
Direct Administrative Labor Hours Budgeted

Labor Classification	IX	VIII	VII	VI	V	IV	III	II	I	Total No. of Direct Labor Hrs.
2008 Average Salary Rates*		66.50	56.12	50.59	46.18	36.85	26.78	22.63	17.74	
2009 Average Salary Rates*		68.50	57.80	52.11	47.57	37.96	27.58	23.31	18.27	
Task 1 - 2008						1		2		3
Task 1 - 2009										0
Task 1 Total Hours	0	0	0	0	0	1	0	2	0	3
Task 1 Direct Administrative Total Cost										\$82.11
Task 2 - 2008								2		2
Task 2 - 2009										0
Task 2 Total Hours	0	0	0	0	0	0	0	2	0	2
Task 2 Direct Administrative Total Cost										\$45.26
Task 3 - 2008						1		2		3
Task 3 - 2009										0
Task 3 Total Hours	0	0	0	0	0	1	0	2	0	3
Task 3 Direct Administrative Total Costs										\$82.11
Total Hours - 2008	0	0	0	0	0	2	0	6	0	8
Total Hours - 2009	0	0	0	0	0	0	0	0	0	0
Total Hours for the WA										8
Direct Labor Cost (\$) 2008	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$73.70	\$0.00	\$135.78	\$0.00	\$209.48
Direct Labor Cost (\$) 2009	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Direct Administrative Labor Cost (\$)										\$209.48

* For multiple years use one average salary rate row for each year and each years subtotal Labor Cost.

Contract/Project administrative hours would include (subject to contract allowability) but not necessarily be limited to the following activities:

1) Work Plan Budget Development

Conflict of Interest Check
Budget schedules & supporting documentation

2) Review work assignment (WA) progress

Conduct progress reviews
Prepare monthly project report
Update WA progress schedule
Prepare M/WBE Utilization Report

3) Contractor Application for Payment (CAP)

Oversee and prepare monthly CAP

4) Program Management

Prepare monthly cost control report
Cost control reviews
Staffing plans
Manage subcontracts
NSPE list update
Equipment inventory

5) Miscellaneous

Conduct Health and Safety Reviews
Word processing and graphic artists
Report editing

Contract/Project administration hours would not include:

QA/QC reviews
Technical oversight by management
Develop subcontracts
Work plan development
Review of deliverables

Schedule 2.11 (c)

Direct Non-Salary Costs

Engineer: EA Engineering, P.C.

Contract # D004438

Project Name: Friedrichsohn Cooperage

Work Assignment No.: D004438-25

Item	Maximum Reimbursement Rate	(Specify Unit)	Est. No. of Units	Total Estimated Cost (\$)
A) In-house Costs				
1) 8.5 x 11 print/copy (black and white)	\$0.05	\$/page	4,400	\$220.00
2) 8.5 x 11 print/copy (color)	\$0.75	\$/page	500	\$375.00
Full Size Construction Drawings (i.e. permit,				
3) contract, as-builts)	\$1.80	each	0	\$0.00
4) Reproduction - Bid Documents	\$0.10	each	0	\$0.00
5) Reproduction - Full Size Construction	\$0.30	each	0	\$0.00
6) Report Cover Sets	\$1.75	each	0	\$0.00
7) Microcomputer GIS (Arc/info)	\$6.25	\$/hour	33	\$206.25
8) Microcomputer Graphics/CADD	\$1.50	\$/hour	11	\$16.50
9) Personal Protective Equipment (Level C)	\$27.00	\$/man-day	0	\$0.00
10) Personal Protective Equipment (Level D)	\$13.00	\$/man-day	8	\$104.00
16) Shipping - Submittals	\$50.00	each	4	\$200.00
17) Shipping - Samples	\$50.00	each	8	\$400.00
13) Environmental Data Report	\$495.00	Lump Sum	1	\$495.00
In-house Costs Total				\$2,016.75
B) Miscellaneous				
Travel:				
Per diem: Saratoga County (October 1				
- June 30)	\$33.00	travel day	3	\$99.00
Per diem: Saratoga County (October 1				
- June 30)	\$44.00	day	2	\$88.00
Lodging: Saratoga County (October 1				
- June 30)	\$105.00	night	2	\$210.00
Local Mileage:	\$0.505	mile	800	\$404.00
Miscellaneous Total				\$801.00
Total Direct Non-Salary Costs			\$2,817.75	

*See Schedule 2.10(b) for rates.

Schedule 2.11(d) 2**Maximum Reimbursement Rates for Consultant Owned Equipment**

Item	Purchase Price (\$ x 85%)	Usage Rate* (\$/Unit of Time)	Capital Recovery** Rate (\$/Unit of Time)	O&M Rate (\$/Unit of Time)	Est. Usage (Unit of Time)	Est. Usage Cost (\$) (Col. 3 x 6)
Task 2						
Generator 3,000 - 5,000 watts		\$45.00 day			3	\$135.00
Global Positioning System Trimble Pro XRS GPS		\$200.00 day			1	\$200.00
Solinst 122 or Heron H.01L Interface Probe 100 ft		\$45.00 day			2	\$90.00
Laptop Computer		\$3.73 hour			6	\$22.38
MiniRAE 2000 with 10.67 eV Lamp- Datalogging		\$75.00 day			3	\$225.00
					Task 2 Total	\$672.38
					TOTAL	\$672.38

Work Assignment No. D004438-25

Schedule 2.11(d) 3

Maximum Reimbursement Rates for Vendor-Rented Equipment

Item	Reimbursement Rate (\$)	Unit of Time	Est. Usage (Unit of Time)	Est. Usage Cost (\$) (Col. 2 x 3)
Task 2				
Horiba U-22 Water Quality Meter	\$100.00	day	2	\$200.00
Soil Sampling Kit	\$30.00	day	2	\$60.00
Grunfos Redi-Flo2 2" Submersible Pump w/ Control Box	\$90.00	day	2	\$180.00
			Task 2 Total	\$440.00
			TOTAL	\$440.00

* Reimbursement will be made at the Maximum Reimbursement rate or the actual rental rate, whichever is less.

Work Assignment No. D004438-25

Schedule 2.11(d) 5

Consumable Supplies

Item	Estimated Quantity	Unit Cost (\$)	Total Budgeted Cost (Col . 2 x 3) (\$)
Task 2			
Field Log Book	1	\$18.00	\$18.00
Nitrile Gloves	1	\$20.00	\$20.00
Low Value Equipment (field hours)	60	\$0.80	\$48.00
Polyethylene Tubing	600	\$0.25	\$150.00
		Task 2 Total	\$236.00
		TOTAL	\$236.00

Schedule 2.11(f)

Unit Price Subcontracts

Work Assignment Number D004438-25

Name of Subcontractor Mitkem Corporation		Services to be Performed Laboratory Other Analyses	Subcontract Price \$21,054.00	Management Fee \$1,052.70
Item	Max. Reimbursement Rate (Specify Unit)		Est. No. of Units	Total Est. Cost
Task 2				
Analysis of water samples by EPA Method 8260B for VOCs	\$77.00	each	16	\$1,232.00
Analysis of water samples by EPA Method 8270C for SVOCs	\$160.00	each	16	\$2,560.00
Analysis of water samples by EPA Method 8081/8082 for Pesticides/PCBs	\$125.00	each	16	\$2,000.00
Analysis of water samples by EPA Method 6010/7470 for TAL Metals and Mercury	\$135.00	each	16	\$2,160.00
Analysis of soil samples by EPA Method 8260B (non-aqueous)	\$77.00	each	8	\$616.00
Analysis of soil samples by EPA Method 8270C (non-aqueous)	\$160.00	each	8	\$1,280.00
Analysis of soil samples by EPA Method 6010/7470 for TAL Metals and Mercury (non-aqueous)	\$135.00	each	8	\$1,080.00
Analysis of soil samples by EPA Method 8081/8082 for Pesticides/PCBs	\$125.00	each	8	\$1,000.00
Analysis of waste samples by EPA Method 8260B (non-aqueous)	\$77.00	each	7	\$539.00
Analysis of waste samples by EPA Method 8270C (non-aqueous)	\$160.00	each	7	\$1,120.00
Analysis of waste samples by EPA Method 6010/7470 for TAL Metals and Mercury (non-aqueous)	\$135.00	each	7	\$945.00
Analysis of waste samples by EPA Method 8081/8082 for Pesticides/PCBs	\$125.00	each	7	\$875.00
Analysis of sediment samples by EPA Method 8260B (non-aqueous)	\$77.00	each	11	\$847.00
Analysis of sediment samples by EPA Method 8270C (non-aqueous)	\$160.00	each	11	\$1,760.00
Analysis of sediment samples by EPA Method 6010/7470 for TAL Metals and Mercury (non-aqueous)	\$135.00	each	11	\$1,485.00
Analysis of sediment samples by EPA Method 8081/8082 for Pesticides/PCBs	\$125.00	each	11	\$1,375.00
Analysis of sediment samples by EPA Method 415.1 for Total Organic Carbon	\$45.00	each	4	\$180.00
			Task 2 Total	\$21,054.00
Subtotal Subcontract Price				\$21,054.00
Subcontract Management Fee				\$1,052.70
TOTAL				\$22,106.70

Schedule 2.11(f)

Unit Price Subcontracts

Work Assignment Number D004438-25

Name of Subcontractor	Services to be Performed	Subcontract Price	Management Fee
Environmental Data Validation, Inc.	Data Validation	\$5,003.10	\$250.16
Item	Max. Reimbursement Rate (Specify Unit)	Est. No. of Units	Total Est. Cost
Task 3			
Vaildation of aqueous samples analyzed by EPA Method 8260B for VOCs	\$22.57 each	16	\$361.12
Validation of aqueous samples analyzed by EPA Method 8270C for SVOCs	\$24.23 each	16	\$387.68
Validation of aqueous samples analyzed by EPA Method 8081 for Pesticides	\$22.57 each	16	\$361.12
Validation of aqueous samples analyzed by EPA Method 8082 for Pesticides/PCBs	\$23.57 each	16	\$377.12
Validation of aqueous samples analyzed by EPA Method 6010 for TAL Metals	\$24.23 each	16	\$387.68
Validation of aqueous samples analyzed by EPA Method 7470 for Mercury	\$0.00 each	16	\$0.00
Validation of non-aqueous samples analyzed by EPA Method 8260B for VOCs	\$22.57 each	26	\$586.82
Validation of non-aqueous samples analyzed by EPA Method 8270C for SVOCs	\$24.23 each	26	\$629.98
Validation of non-aqueous samples analyzed by EPA Method 6010 for TAL Metals	\$24.23 each	26	\$629.98
Validation of non-aqueous samples analyzed by EPA Method 7470 for Mercury	\$0.00 each	26	\$0.00
Validation of non-aqueous samples analyzed by EPA Method 8081 for Pesticides	\$23.57 each	26	\$612.82
Validation of non-aqueous samples analyzed by EPA Method 8082 for Pesticides/PCBs	\$23.57 each	26	\$612.82
Validation of non-aqueous samples analyzed by EPA Method 415.1 for Total Organic Carbon	\$13.99 each	4	\$55.96
Task 3 Total			\$5,003.10
Subtotal Subcontract Price			\$5,003.10
Subcontract Management Fee			\$250.16
TOTAL			\$5,253.26

SCHEDULE 2.11(g)

**MONTHLY COST CONTROL REPORT
SUMMARY OF FISCAL INFORMATION**

Engineer: EA Engineering, P.C.
 Contract No: D004438
 Project Name: Friedrichsohn Cooperage
 Work Assignment No.: D004438
 Task#/Name: Summary
 Complete: _____

Page: 1 of 1
 Date Prepared: 3-Mar-08
 Billing Period: _____
 Invoice No. _____

Expenditure Category	A	B	C	D	E	F	G	H
	Costs Claimed This Period	Paid To Date	Total Disallowed To Date	Total Costs Incurred to Date (A+B+C)	Estimated Costs To Completion	Estimated Total Work Assignment Price (A+B+E)	Approved Budget	Estimated Under/Over (G-F)
1 Direct Salary Costs				\$0.00		\$5,701.03		(\$5,701.03)
2 Indirect Costs				\$0.00		\$8,691.22		(\$8,691.22)
3 Subtotal Direct Salary Costs and Indirect Costs				\$0.00		\$14,392.25		(\$14,392.25)
4 Travel				\$0.00		\$801.00		(\$801.00)
5 Other Non-Salary Costs				\$0.00		\$3,365.13		(\$3,365.13)
6 Subtotal Direct Non-Salary Costs				\$0.00		\$4,166.13		(\$4,166.13)
7 Subcontractors				\$0.00		\$27,359.96		(\$27,359.96)
8 Total WA Cost				\$0.00		\$45,918.34		(\$45,918.34)
9 Fixed Fee 7%				\$0.00		\$1,007.46		(\$1,007.46)
10 Total WA Price				\$0.00		\$46,925.79		(\$46,925.79)

Program Manager(Engineer) _____

Date: _____

SCHEDULE 2.11(g)

**MONTHLY COST CONTROL REPORT
SUMMARY OF FISCAL INFORMATION**

Engineer: EA Engineering, P.C.
 Contract No: D004438
 Project Name: Friedrichsohn Cooperage
 Work Assignment No.: D004438-25
 Task#/Name: Task 1 - Site Visit and Work Plans
 Complete: _____

Page: 1 of 1
 Date Prepared: 3-Mar-08
 Billing Period: _____
 Invoice No. _____

Expenditure Category	A	B	C	D	E	F	G	H
	Costs Claimed This Period	Paid To Date	Total Disallowed To Date	Total Costs Incurred to Date (A+B+C)	Estimated Costs To Completion	Estimated Total Work Assignment Price (A+B+E)	Approved Budget	Estimated Under/Over (G-F)
1 Direct Salary Costs				\$0.00		\$1,963.13		(\$1,963.13)
2 Indirect Costs				\$0.00		\$2,992.79		(\$2,992.79)
3 Subtotal Direct Salary Costs and Indirect Costs				\$0.00		\$4,955.92		(\$4,955.92)
4 Travel				\$0.00		\$235.00		(\$235.00)
5 Other Non-Salary Costs				\$0.00		\$879.50		(\$879.50)
6 Subtotal Direct Non-Salary Costs				\$0.00		\$1,114.50		(\$1,114.50)
7 Subcontractors				\$0.00		\$0.00		\$0.00
8 Total WA Cost				\$0.00		\$6,070.42		(\$6,070.42)
9 Fixed Fee 7%				\$0.00		\$346.91		(\$346.91)
10 Total WA Price				\$0.00		\$6,417.34		(\$6,417.34)

Program Manager(Engineer) _____

Date: _____

SCHEDULE 2.11(g)

**MONTHLY COST CONTROL REPORT
SUMMARY OF FISCAL INFORMATION**

Engineer: EA Engineering, P.C.
 Contract No: D004438
 Project Name: Friedrichsohn Cooperage
 Work Assignment No.: D004438-25
 Task#/Name: Task 2 - Field Investigation Activities
 Complete: _____

Page: 1 of 1
 Date Prepared: 3-Mar-08
 Billing Period: _____
 Invoice No. _____

Expenditure Category	A	B	C	D	E	F	G	H
	Costs Claimed This Period	Paid To Date	Total Disallowed To Date	Total Costs Incurred to Date (A+B+C)	Estimated Costs To Completion	Estimated Total Work Assignment Price (A+B+E)	Approved Budget	Estimated Under/Over (G-F)
1 Direct Salary Costs				\$0.00		\$1,998.88		(\$1,998.88)
2 Indirect Costs				\$0.00		\$3,047.29		(\$3,047.29)
3 Subtotal Direct Salary Costs and Indirect Costs				\$0.00		\$5,046.17		(\$5,046.17)
4 Travel				\$0.00		\$566.00		(\$566.00)
5 Other Non-Salary Costs				\$0.00		\$1,928.13		(\$1,928.13)
6 Subtotal Direct Non-Salary Costs				\$0.00		\$2,494.13		(\$2,494.13)
7 Subcontractors				\$0.00		\$22,106.70		(\$22,106.70)
8 Total WA Cost				\$0.00		\$29,647.00		(\$29,647.00)
9 Fixed Fee 7%				\$0.00		\$353.23		(\$353.23)
10 Total WA Price				\$0.00		\$30,000.23		(\$30,000.23)

Program Manager(Engineer) _____

Date: _____

SCHEDULE 2.11(g)

**MONTHLY COST CONTROL REPORT
SUMMARY OF FISCAL INFORMATION**

Engineer: EA Engineering, P.C.
 Contract No: D004438
 Project Name: Friedrichsohn Cooperage
 Work Assignment No.: D004438-25
 Task#/Name: Task 3 - Reporting/DUSR
 Complete: _____

Page: 1 of 1
 Date Prepared: 3-Mar-08
 Billing Period: _____
 Invoice No. _____

Expenditure Category	A	B	C	D	E	F	G	H
	Costs Claimed This Period	Paid To Date	Total Disallowed To Date	Total Costs Incurred to Date (A+B+C)	Estimated Costs To Completion	Estimated Total Work Assignment Price (A+B+E)	Approved Budget	Estimated Under/Over (G-F)
1 Direct Salary Costs				\$0.00		\$1,739.02		(\$1,739.02)
2 Indirect Costs				\$0.00		\$2,651.14		(\$2,651.14)
3 Subtotal Direct Salary Costs and Indirect Costs				\$0.00		\$4,390.16		(\$4,390.16)
4 Travel				\$0.00		\$0.00		\$0.00
5 Other Non-Salary Costs				\$0.00		\$557.50		(\$557.50)
6 Subtotal Direct Non-Salary Costs				\$0.00		\$557.50		(\$557.50)
7 Subcontractors				\$0.00		\$5,253.26		(\$5,253.26)
8 Total WA Cost				\$0.00		\$10,200.91		(\$10,200.91)
9 Fixed Fee 7%				\$0.00		\$307.31		(\$307.31)
10 Total WA Price				\$0.00		\$10,508.22		(\$10,508.22)

Program Manager(Engineer) _____

Date: _____

SCHEDULE 2.11(g) - Supplemental

Cost Control Report For Subcontracts

Engineer: EA Engineering, P.C.
Contract No: D004438
Project Name: Friedrichsohn Cooperage
Work Assignment No.: D004438-25

Page: 1 of 1
Date Prepared: 3-Mar-08
Billing Period:
Invoice No.

<i>Subcontract Name</i>	<i>A Subcontract Costs Claimed this Application Inc. Resubmittals</i>	<i>B Subcontract Costs Approved for Payment on Previous Applications</i>	<i>C Total Subcontract Costs to Date (A plus B)</i>	<i>D Subcontract Approved Budget</i>	<i>E Management Fee Budget</i>	<i>F Management Fee Paid</i>	<i>G Total Costs to Date (C plus F)</i>
1 Mitkem Corporation			\$0.00	\$21,054.00	\$1,052.70		\$0.00
2 Environmental Data Validation, Inc.			\$0.00	\$5,003.10	\$250.16		
3 TOTALS	\$0.00	\$0.00	\$0.00	\$26,057.10	\$1,302.86		\$0.00

Project Manager _____

Date: _____

Notes:

- 1) Costs listed in Columns A, B, C, & D do not include any management fee costs.
- 2) Management fee is applicable to only properly procured, satisfactorily completed, unit price subcontracts over \$10,000.
- 3) Line 11, Column G should equal Line 7 (Subcontractors), Column D of Summary Cost Control Report.

SCHEDULE 2.11(h)

**MONTHLY COST CONTROL REPORT
SUMMARY OF LABOR HOURS**

Number of Direct Labor Hours Expended to Date/Estimated Number of Direct Labor Hours to Completion

Engineer: EA Engineering, P.C.
Contract No: D004438
Project Name: Friedrichsohn Cooperage
Work Assignment No.: D004438-25

Date Prepared: 3-Mar-08
Billing Period:
Invoice No.:

NSPE Labor Classification	IX Exp/Est*		VIII Exp/Est		VII Exp/Est		VI Exp/Est		V Exp/Est		IV Exp/Est		III Exp/Est		II Exp/Est		I Exp/Est		Total No. of Direct Labor Hours Exp/Est
Task 1	0.0		0.0		0.0		6.0		0.0		1.0		32.0		26.0		10.0		75.0
Task 2	0.0		0.0		0.0		4.0		0.0		0.0		8.0		66.0		5.0		83.0
Task 3	0.0		0.0		0.0		5.0		0.0		1.0		12.0		42.0		10.0		70.0
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* Expended/Estimated

Appendix B

Subcontractor Quotes & Verification Form

ENGINEER ESTIMATION

EA completed an engineer's estimation of data validation cost quotations received for work assignments under NYSDEC Contracts D004438 and D004441. The engineer's estimate was completed to provide verification of cost reasonableness for a sole/single source M/WBE subcontract below \$10,000. The table below compares the solicited price of similar services from data validation contractors with the selected contractor's quotation (bold and highlighted).

ENGINEER ESTIMATION- DATA VALIDATION SERVICES NYSDEC CONTRACT NO. D004438-25 EA PROJECT NO. 14368.25

Environmental Data Validation, Inc.				
NYSDEC Contract No.	Number of Analytical Results Validated	Cost Quotation	Cost Per Sample	Work Assignment Budget
D004438-25	256	\$5,003	\$19.54	\$46,926
D004441-21	114	\$2,394	\$21.00	\$87,244
D004438-14	24	\$569	\$23.70	\$39,736
D004438-03	40	\$1,036	\$25.90	\$50,000

Environmental Data Services, Inc.				
NYSDEC Contract No.	Number of Analytical Results Validated	Cost Quotation	Cost Per Sample	Work Assignment Budget
D004438-22	69	\$1,587	\$23.00	\$143,712
D004441-19	101	\$3,367	\$33.33	\$89,146
D004438-17	137	\$2,658	\$19.40	\$116,357

Chemworld				
NYSDEC Contract No.	Number of Analytical Results Validated	Cost Quotation	Cost Per Sample	Work Assignment Budget
D004438-12	193	\$2,797	\$14.49	\$49,351
D004438-06	95	\$1,778	\$18.71	\$71,888

Based upon the evaluation the mean cost for data validation services per unit is \$22.11. The selected data validation contractor for work assignment D004438-25 is 13% lower than the mean cost for data validation services.

ENGINEER ESTIMATION

EA completed an engineer's estimation of data validation cost quotation received for work assignments under NYSDEC Contracts D004438 and D004441. The engineer's estimate was completed to provide verification of cost reasonableness for a sole/single source M/WBE subcontract below \$10,000. The table below is an engineer's estimate for the data validation services to be subcontracted under work assignment D004438-25.

**ENGINEER ESTIMATION-- DATA VALIDATION SERVICES
NYSDEC CONTRACT NO. D004438-25
EA PROJECT NO. 14368.25**

EA Engineering, P.C. – Data Validation Services Estimate			
Data Validation of Analytical Method	Estimated Cost Per Sample	Number of Sample	Total Estimated Cost
EPA Method 8260B	\$25.00	42	\$1,050
EPA Method 8270C	\$27.00	42	\$1,134
EPA Method 8081	\$23.00	42	\$966
EPA Method 8082	\$23.00	42	\$966
EPA Method 6010/7470	\$25.00	42	\$1,050
EPA Method 415.1	\$15.00	4	\$600
Total Estimated Cost for Data Validation Services:			\$5,226

Based upon the total estimated cost for data validation services the selected data validation contractor for work assignment D004438-25 is approximately 4% lower than the estimated cost for data validation services, and therefore is considered reasonable.

Environmental Data Validation, Inc.

Data Validation/DUSR

Type of Sample	Field Samples	EPA Method	Unit Cost	Subtotal Cost
Validation of aqueous samples analyzed by EPA Method 8260B for VOCs	16	8260B	\$ 22.57	\$ 361.12
Validation of aqueous samples analyzed by EPA Method 8270C for SVOCs	16	8270C	\$ 24.23	\$ 387.68
Validation of aqueous samples analyzed by EPA Method 8081 for Pesticides	16	8081	\$ 22.57	\$ 361.12
Validation of aqueous samples analyzed by EPA Method 8082 for Pesticides/PCBs	16	8082	\$ 23.57	\$ 377.12
Validation of aqueous samples analyzed by EPA Method 6010 for TAL Metals	16	6010	\$ 24.23	\$ 387.68
Validation of aqueous samples analyzed by EPA Method 7470 for Mercury	16	7470	\$ -	\$ -
Validation of non-aqueous samples analyzed by EPA Method 8260B for VOCs	26	8260B	\$ 22.57	\$ 586.82
Validation of non-aqueous samples analyzed by EPA Method 8270C for SVOCs	26	8270C	\$ 24.23	\$ 629.98
Validation of non-aqueous samples analyzed by EPA Method 6010 for TAL Metals	26	6010	\$ 24.23	\$ 629.98
Validation of non-aqueous samples analyzed by EPA Method 7470 for Mercury	26	7470	\$ -	\$ -
Validation of non-aqueous samples analyzed by EPA Method 8081 for Pesticides	26	8081	\$ 23.57	\$ 612.82
Validation of non-aqueous samples analyzed by EPA Method 8082 for Pesticides/PCBs	26	8082	\$ 23.57	\$ 612.82
Validation of non-aqueous samples analyzed by EPA Method 415.1 for Total Organic Carbon	4	415.1	13.99	55.96
Total Cost				\$5,003
Additional Requirements:				
NB-Hg is included with metals				
1. A full analytical data package will be provide within 30 days of receipt of samples.				
2. The data will be validated in accordance with Work Element IV - Analytical Quality Assurance/Quality Control Activities of NYSDEC Standby Contract D004441.				

**New York State
Department of Environmental Conservation
Division of Environmental Remediation**

Subcontract Certification

On behalf of the Contractor named below, I hereby certify that the subcontract named below was procured in accordance with the terms of the prime contract and all applicable requirements of the State of New York. I also hereby certify that the executed subcontract includes all appropriate language and all required documents were completed appropriately and were acceptable. Specifically, I hereby certify the following:

1. The Contractor has determined that the subcontractor is qualified. A statement of qualifications for the subcontractor is maintained. It does include a statement of compliance with all licenses, certifications and permits, if applicable. (Note: For laboratories, this can be determined at: <http://www.wadsworth.org/labservices.htm>).
2. The Contractor has determined the costs are reasonable. A procurement record supporting the determination is maintained.
3. The Contractor performed a Conflict of Interest (COI) check, if applicable, and documented it in writing. (Refer to Appendix B, clause III (e) for applicability. (Note that for standby subcontractors, the COI certification must be submitted to the project manager upon activation.)
4. For subcontracts in excess (or anticipated to be) of \$10,000 the subcontractor submitted an acceptable New York State Uniform Contracting Questionnaire. For subconsultants in excess (or anticipated to be) of \$10,000 the subconsultant submitted an acceptable New York State Vendor Responsibility Questionnaire. (Information related to vendor responsibility can be found at <http://www.osc.state.ny.us/agencies/gbull/g221.htm>.)
5. The subcontract includes pass down requirements from Appendix B of the prime contract related to Minority and Women Business Enterprises/WBE and Conflict of Interest (COI).
6. The Subcontract includes the termination clause required in the prime contract.
7. The subcontract does not include "pay if paid" type clauses which are unenforceable in New York State.
8. Insurance carriers associated with the subcontract are licensed to do business in New York State. The State of New York and the Department of Environmental Conservation are named as additional insurers on the policies. Insurance limits meet prime contract requirements. (Note that licensed insurance can be determined at: <http://www.ins.state.ny.us> and Best's Rating can be determined at <http://www.ambest.com>). Pollution liability insurance (for example, drilling subcontractors) and professional liability insurance (for example, subcontracts for professional services and laboratories) is included as appropriate.
9. Documentation supporting this certification is maintained and will be provided within 10 days of any request.

Robyn C Clark 4/8/08
Signature of Contractor's Authorized Representative Date
EA Engineering D004438
Contractor Name Contract No. WA No.
Spectrum Analytical (mitkem)
Subcontractor Name

3/2/07

**New York State
Department of Environmental Conservation
Division of Environmental Remediation**

Subcontract Certification

On behalf of the Contractor named below, I hereby certify that the subcontract named below was procured in accordance with the terms of the prime contract and all applicable requirements of the State of New York. I also hereby certify that the executed subcontract includes all appropriate language and all required documents were completed appropriately and were acceptable. Specifically, I hereby certify the following:

1. The Contractor has determined that the subcontractor is qualified. A statement of qualifications for the subcontractor is maintained. It does include a statement of compliance with all licenses, certifications and permits, if applicable. (Note: For laboratories, this can be determined at: <http://www.wadsworth.org/labservices.htm>).
2. The Contractor has determined the costs are reasonable. A procurement record supporting the determination is maintained.
3. The Contractor performed a Conflict of Interest (COI) check, if applicable, and documented it in writing. (Refer to Appendix B, clause III (e) for applicability. (Note that for standby subcontractors, the COI certification must be submitted to the project manager upon activation.)
4. For subcontracts in excess (or anticipated to be) of \$10,000 the subcontractor submitted an acceptable New York State Uniform Contracting Questionnaire. For subconsultants in excess (or anticipated to be) of \$10,000 the subconsultant submitted an acceptable New York State Vendor Responsibility Questionnaire. (Information related to vendor responsibility can be found at <http://www.osc.state.ny.us/agencies/gbull/g221.htm>.)
5. The subcontract includes pass down requirements from Appendix B of the prime contract related to Minority and Women Business Enterprises/WBE and Conflict of Interest (COI).
6. The Subcontract includes the termination clause required in the prime contract.
7. The subcontract does not include "pay if paid" type clauses which are unenforceable in New York State.
8. Insurance carriers associated with the subcontract are licensed to do business in New York State. The State of New York and the Department of Environmental Conservation are named as additional insurers on the policies. Insurance limits meet prime contract requirements. (Note that licensed insurance can be determined at: <http://www.ins.state.ny.us> and Best's Rating can be determined at <http://www.ambest.com>). Pollution liability insurance (for example, drilling subcontractors) and professional liability insurance (for example, subcontracts for professional services and laboratories) is included as appropriate.
9. Documentation supporting this certification is maintained and will be provided within 10 days of any request.

Robyn C. Clark
Signature of Contractor's Authorized Representative

4/9/08
Date

EA Engineering
Contractor Name

D004438
Contract No. WA No.

Environmental Data Validation
Subcontractor Name

3/2/07

Appendix C

Consultant/Contractor Detailed M/WBE-EEO Utilization Plan

**CONSULTANT/CONTRACTOR DETAILED M/WBE-EEO UTILIZATION PLAN
NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
(THE M/WBE-EEO GOALS MUST BE PLACED ON THE ENTIRE PROJECT COST)**

Consultant Name: EA Engineering, P.C.			
Contract Type/Number: Stand By D004438 I/D Services		Contract Award Date:	
Address: 6712 Brooklawn Parkway	City: Syracuse	State: New York	Zip Code: 13211-2158
Project Owner Name: New York State Department of Environmental Conservation		Project/Grant No.:	
Address: 625 Broadway	City: Albany	NY	Zip Code: 12233
Authorized Representative:		Title:	
Authorized Signature:			
Friedrichsohn Cooperaage Site 5-46-045, EA Work Assignment D004438-25			

EEO AND M/WBE CONTRACT SUMMARY (MUNICIPAL FORCE ACCOUNT N/A)

M/WBE CONTRACT SUMMARY			%	Amount	EEO CONTRACT SUMMARY			%	No./Emp.	Wk./Hrs.
1.	Total Dollar Value of the Project		100	\$46,926.00	6.	Total for all Employees		100	10	228
2.	Total Dollar Value of the Prime Contract		100	\$46,926.00	7.	Total Goal for Minority Employees		10	0	22.8
3.	MBE Goal/Amount		15	\$7,038.90	8.	Total Goal for Female Employees		10	4	22.8
4.	WBE Goal/Amount		5	\$2,346.30	9.	EEO Combined Totals		20	4	45.6
5.	MBE/WBE Combined Totals		20	\$9,385.20						

Office of Minority & Women's Business Programs Use Only

Proposed Goals		Date Approved	Date Disapproved	Initials
MBE (%)	EEO-Minorities (%)			
WBE (%)	EEO-Minorities (%)			

SECTION I - MBE INFORMATION:

In order to achieve the MBE Goals, New York State Certified MINORITY-OWNED firms are expected to participate in the following manner

MBE Firm	Projected MBE Contract Amount and Award Date	Description of Work MBE	Contract Schedule/Start Date(s)	Contract Payment Schedule	Project Completion Date
Name: Environmental Data Validation, Inc. Address: 1326 Oranewood Avenue City: Pittsburgh State/Zip Code: PA 15216 Telephone No.: 412-341-5281	\$5,003.00 DATE: TBD	Data Validation			
Name: Address: City: State/Zip Code: Telephone No.:	 DATE: 				
Name: Address: City: State/Zip Code: Telephone No.:	 DATE: TBD				

SECTION II - WBE INFORMATION:

In order to achieve the WBE Goals, New York State Certified WOMEN-OWNED firms are expected to participate in the following manner

WBE Firm	Projected WBE Contract Amount and Award Date	Description of Work WBE	Contract Schedule/Start Date(s)	Contract Payment Schedule	Project Completion Date
Name: Address: City: State/Zip Code: Telephone No.:	 DATE: 				
Name: Address: City: State/Zip Code: Telephone No.:	 DATE: 				
Name: Address: City: State/Zip Code: Telephone No.:	 DATE: TBD 				

SECTION III - EEO INFORMATION: In order to achieve the EEO Goals, Minorities and Females are expected to be employed in the following job categories for the specified amount of work hours.

Job Categories	Total Work Hours of Contract	All Employees		Minority Employees			
		Male	Female	African-American	Asian	Native American	Hispanic
Officials/ Managers NSPE VI/V/IV	67	67	0	0	0	0	0
Professionals NSPE VI/IV/III/II/I	153	113	40	0	0	0	0
Technicians	0	0	0	0	0	0	0
Sales Workers	0	0	0	0	0	0	0
Office/Clerical NSPE III/II/I	8	0	8	0	0	0	0
Craftsman	0	0	0	0	0	0	0
Laborers	0	0	0	0	0	0	0
Services/ Workers	0	0	0	0	0	0	0
Totals	228	180	48	0	0	0	0

4438-25

**New York State Department of Environmental Conservation
Division of Environmental Remediation**

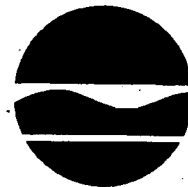
Remedial Bureau A

625 Broadway, 11th Floor

Albany, New York 12233-7015

Phone: (518) 402-9620 • **Fax:** (518) 402-9020 or 402-9627

Website: www.dec.ny.gov



Alexander B. Grannis
Commissioner

March 21, 2008

Mr. Robert Casey
Project Manager
EA Engineering, P.C., and Its Affiliate
EA Science and Technology
6712 Brooklawn Parkway, Suite 104
Syracuse, NY 13211-2158

Dear Mr. Casey:

Re: Friedrichsohn Cooperage, 546045
Work Plan Approval / Notice to Proceed
Work Assignment No. D004438-25

The Department has received your work plan dated March 2008 for the above referenced site. The Department approves the work plan and authorizes your firm to proceed with the work described. All work described shall be completed according to the schedule in the approved work plan.

You are authorized to expend the approved work assignment budget of \$46,510.00 to implement the IWA for this project. As stated in the Project Management Work Plan, the objectives of this work assignment are to:

- Collect groundwater sample from nine existing monitoring wells, collect four surface water and eight sediment samples, collect five soil samples and up to 4 waste samples at locations onsite or within the immediate vicinity of the site.
- Document all field activities, submit analytical samples to an Environmental Laboratory Approval Program (ELAP)-certified laboratory, summarize analytical data, and qualify analytical data through third party data validation.
- Prepare a report summarizing all field activities and findings of the site characterization.

If you have any question do not hesitate to contact me at 518-402-9620.

Sincerely,

Daniel J. Eaton
Engineering Geologist
Special Projects Unit

ecc: W. Shaw
E. Belmore
R. Huyck
C. Vasudevan
R. Burger
D. Eaton

edocs

Friedrichsohn Cooperage
546045
Saratoga County
Waterford
Foil YES
File Name: IWA Notice to Proceed

**NYSDEC Division of Environmental Remediation
Conflict of Interest Certification**

(fax or email completed form to CM within 5 business days of receipt)

To the best of the NYSDEC's knowledge, the potential responsible parties listed below are the known potential responsible parties, as of the date of the issuance of the work assignment letter:

- 1) Mohawk Paper Mills, Inc., PO Box 497, Cohoes, NY 12047.
- 2) Friedrichsohn Cooperage, Inc., 2423 9th Avenue, Waterford, NY 12189.
- 3) Joseph M. Hostig, Sr., 117 Brookwood Road, Waterford, NY 12188.
- 4) State of New York Land Claims Unit, Department of Audit and Control, Governor Alfred E. Smith Office Building, Albany, NY 12236

Please check one of the boxes below:

☒ The Contractor believes there are no potential conflicts with the PRPs listed above.

☐ The Contractor believes there are the following potential _____ organizational or _____ personal conflict(s) of interest (provide the nature of the potential conflict, dates or time frame, approximate dollar amount, current business relationship with the PRP, whether the potential conflict is directly with contractor or an affiliate/subsidiary/team member, what percentage of the contractor's business with the PRP bears to the contractor's business as a whole and any other relevant information):

If a potential conflict(s) exist, the Contractor should complete the following:

The tasks and responsibilities included in the WA are largely standardized and require limited application of judgment and opportunity for judgment to be influenced. ☐ Yes ☐ No

Explain:

There is a mechanism for adequate independent quality assurance. This may include quality reviews of data results or periodic inspections by State staff. ☐ Yes ☐ No

Explain:

A New York State Professional Engineer certification of all reports and recommendations produced by the contractor is required by the WA. ☐ Yes ☐ No

The Contractor believes it can take adequate actions to avoid, mitigate, or minimize the actual or potential conflict(s). ☐ Yes ☐ No

Explain: _____

Indicate if additional information is attached to this certification. ☐ Yes ☐ No

The undersigned authorized representative for the contractor indicated below hereby certifies that there are no relevant facts or circumstances which would give rise to an organizational or personal conflict of interest as defined in Appendix B, Section III, Conflict of Interest of the executed standby contract indicated below, except as disclosed herein.



Signature of Contractor's Authorized Representative

2/18/08

Date

EA ENGINEERING, P.C.

Contractor Name

**NYSDEC Division of Environmental Remediation
Conflict of Interest Certification**

(fax or email completed form to CM within 5 business days of receipt)

To the best of the NYSDEC's knowledge, the potential responsible parties listed below are the known potential responsible parties, as of the date of the issuance of the work assignment letter:

- 1) Mohawk Paper Mills, Inc., PO Box 497, Cohoes, NY 12047.
- 2) Friedrichsohn Cooperage, Inc., 2423 9th Avenue, Waterford, NY 12189.
- 3) Joseph M. Hostig, Sr., 117 Brookwood Road, Waterford, NY 12188.
- 4) State of New York Land Claims Unit, Department of Audit and Control, Governor Alfred E. Smith Office Building, Albany, NY 12236

Please check one of the boxes below:

☒ The Contractor believes there are no potential conflicts with the PRPs listed above.

☐ The Contractor believes there are the following potential _____ organizational or _____ personal conflict(s) of interest (provide the nature of the potential conflict, dates or time frame, approximate dollar amount, current business relationship with the PRP, whether the potential conflict is directly with contractor or an affiliate/subsidiary/team member, what percentage of the contractor's business with the PRP bears to the contractor's business as a whole and any other relevant information):

If a potential conflict(s) exist, the Contractor should complete the following:

The tasks and responsibilities included in the WA are largely standardized and require limited application of judgment and opportunity for judgment to be influenced. ☐ Yes ☐ No

Explain: _____

There is a mechanism for adequate independent quality assurance. This may include quality reviews of data results or periodic inspections by State staff. ☐ Yes ☐ No

Explain: _____


A New York State Professional Engineer certification of all reports and recommendations produced by the contractor is required by the WA. ☐ Yes ☐ No

The Contractor believes it can take adequate actions to avoid, mitigate, or minimize the actual or potential conflict(s). ☐ Yes ☐ No

Explain: _____

Indicate if additional information is attached to this certification. ☐ Yes ☐ No

The undersigned authorized representative for the contractor indicated below hereby certifies that there are no relevant facts or circumstances which would give rise to an organizational or personal conflict of interest as defined in Appendix B, Section III, Conflict of Interest of the executed standby contract indicated below, except as disclosed herein.



Signature of Contractor's Authorized Representative

2/14/08

Date

Louis Berger & Assoc., P.C.

Contractor Name

From: Ralph Burger
To: Canonica, Christopher
Date: 2/14/2008 11:22:12 AM
Subject: IAWA Work Assignments D004438-24, -25, -26, & -27

Attached are 4 new work assignments for site characterization. With #24 I have again included the instructions as a reminder. Please contact Mr. Eaton ASAP. Thanks.

CC: Belmore, Edward; Burger, Ralph; Christian, Thomas; Cruden, Michael; Eaton, Daniel; Kappeller, Patricia; Lewis, Lisa; Wolosen, Tim

From: Sal Ervolina
To: Eaton, Daniel
Date: 2/11/2008 5:42:44 PM
Subject: Re: Conceptual Approval memos for 4 P sites

I approve the conceptual approval memo for Site Characterization at the following sites:

L&C Concrete
Brenner Road
Rosendale Cleaners
Friedrichsohn Cooperage

>>> Daniel Eaton 1/24/2008 12:15:36 PM >>>

Sal,

A hard copy of this memo is also on its way.

We would like to initiate work assignments to conduct site characterizations at four "P" sites. Attached are the signed conceptual approval memos for the following sites:

Site Name	Site Number	Estimated Cost
L&C Concrete	152087	\$68,000
Brenner Road	344056	\$87,000
Rosendale Cleaners	356031	\$54,000
Friedrichsohn Cooperage	546045	\$48,000
	Total:	\$257,000

Thanks

Dan

CC: Artino, Cecelia; Belmore, Edward; Cruden, Michael; Desnoyers, Dale; Finlayson, David; Paulsen, Lucretia; Schick, Robert; Swartwout, John; Vasudevan, Chittibabu; Weigel, Donna; Wolosen, Tim

From: Michael Cruden
To: Ralph Burger
Date: 2/12/2008 8:16:38 AM
Subject: Fwd: Re: Conceptual Approval memos for 4 P sites

please issue to EA -ID

these are IAWA's

Immediate Activation Work Assignments
Site Management, Preliminary Site Assessments, Construction Management,
Feasibility Study
Step by Step Implementation

Time frame is project specific - the Project Manager (PM) who prepares the most comprehensive work plan, develops the best working relationship with the engineering standby contractor, and builds lessons learned from past projects into current ones will be able to anticipate potential delays and achieve WA work plan approval, and ultimately project completion, much faster.

PM responsible site access and other site specific requirements.

The DER PM will prepare a WA work plan using the attached template prior to initiating the following steps:

1. PM obtains conceptual approval for the project following existing guidance, which includes list of PRPs, site name and number, and an anticipated schedule of activities. The completed WA work plan is to be attached to the conceptual approval request (instead of a work assignment). Also, the conceptual approval request will detail any proposed field work which will be initiated immediately and adequate justification will be provided to support the determination that the scope of the initial field work is not controversial nor does it require NYSDOH input (or that the input has been or can be obtained promptly), the costs are easily determined and tracked, and the benefit of initiating the work outweighs any risk of failing to come to full and complete agreement with the engineering standby contractor on the WA work plan as described herein. An example of this would be initiating treatment system training or the continuance of leachate hauling concurrent with the process described herein.

2. The Contracts and Payments Section (CPS) issues the WA work plan to an engineering standby contractor following existing procedures. CPS requests that the engineering standby contractor perform a conflict of interest check.

Applicable background documents and data associated with the site to be sent to engineering standby contractor under separate cover by the PM when work assignment (WA) is activated by the CPS.

3. PM has initial teleconference with engineering standby contractor to discuss preliminary staffing, scheduling and project scope. Preliminary discussions related to any anticipated variations from WA work plan, DER-10, standby contract or any other applicable guidance will be initiated. WA work plan is not revised at this time.
4. Scoping meeting is held as applicable with engineering standby contractor (and NYSDOH if appropriate). Site visit, if necessary, may be combined with or scheduled prior to scoping meeting at the option of the PM. It's expected that any anticipated

CPS - issues

CPS - COI

variations from WA work plan, DER-10, standby contract or other applicable guidance will be discussed.

5. Engineering standby contractor submits staff, schedule, M/WBE Utilization Plan, draft schedule 2.11's and site specific requirements outside the previously approved generic project plans (addenda). Engineering standby contractor shall certify substantial conformance with WA work plan, DER-10, standby contract and other applicable guidance, including list of variations (if any).

M/WBE Utilization Plan is provided to the M/WBE and EEO Compliance Unit.

6. PM approves final WA work plan, which includes the original WA work plan and by reference the approved staffing plan, project schedule, schedule 2.11's, any site specific requirements outside the previously approved generic project plans (addenda), any variations from original WA work plan, DER-10, standby contract or other applicable guidance. *(Note that the M/WBE Utilization Plan is reviewed and approved by others under separate cover. The engineering standby contractor cannot bill the Department prior to obtaining approval of appropriate schedule 2.11's - initially authorized for expenditures for task 1 only and if unable to agree on schedule 2.11's for entire WA work plan, then reimbursement would be limited to approved level of effort related to task 1 (which can be billed similar to how PMWP development costs have been in the past). Any change in scope (> 35% level of effort) or change in work element from the original conceptual approval requires a new conceptual approval.)*

CPS will be copied on any site specific requirements outside the previously approved generic project plans (addenda), any variations from original WA work plan, DER-10, standby contract or other applicable guidance to evaluate variations to determine if generic plans, templates or guidance should be modified appropriately.

7. Site work is performed.

Subcontractors will be procured as necessary and in accordance with the overall project schedule. Engineering standby contractors will submit subcontractor certifications.

PM reviews payment submittal schedule 2.11's and cost control reports to ensure work is performed as agreed upon.

Taking the project schedule and overall anticipated cost into account, the engineering standby contractor and PM agree on the necessity and timing of an amendment to adjust the original budget for actual subcontracting, changes to the scope of work, level of effort adjustments and other project specific costs. It is not necessary to amend the original budget immediately - the standby consultant is authorized to spend the money included in the approved schedule 2.11's (including rebudgeting approved by the PM) and the PM should monitor cost control reporting and performance to determine the acceptability of the project's progress. Conceptual Approval for amendments is performed in accordance

with DER guidance. Amendments are reviewed and processed by the Contract Manager in accordance with existing guidance.

8. Final closeout is performed in accordance with DER guidance.

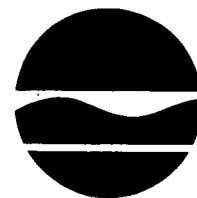
New York State Department of Environmental Conservation

Division of Environmental Remediation, 12th Floor

625 Broadway, Albany, New York 12233-7011

Phone: (518) 402-9706 • FAX: (518) 402-9720

Website: www.dec.ny.gov



Alexander B. Grannis
Commissioner

February 14, 2008

Mr. Christopher J. Canonica, P.E., V.P.
EA Engineering, P.C.
6712 Brooklawn Parkway, Suite 104
Syracuse, New York 13211-2158

Dear Mr. Canonica:

Re: WA Issuance/Conflict of Interest Letter
Site: Friedrichsohn Cooperage
Site #546045

The New York State Department of Environmental Conservation's Division of Environmental Remediation (DER) is issuing to your firm the immediate activation work assignment (IAWA) identified below for the performance of a site characterization. This WA has been identified by your firm's I/D contract number and the next sequential WA number.

The step by step implementation of an IAWA is discussed in the enclosed process description. IAWAs are being pilot tested by DER with the intent of decreasing the length of time it takes to achieve notice to proceed and start work on a project. To that end, your initial step should be to contact DER's PM and discuss preliminary staffing, scheduling and project scope, along with any site specific variations from existing guidance you anticipate. If your firm does not already have generic health and safety, quality assurance/quality control and field activities plans on file with the Contracts and Payments Section, then that effort needs to be completed as soon as possible.

Contract/WA No.:	D004438-25
Site/Spill No./PIN:	546045
Site/Spill Name:	Friedrichsohn Cooperage
Program Element:	SC
WP Dev. (WPD) Budget:	\$8,000
Est. Total WA Budget (includes WPD):	\$48,000
Project Manager (PM):	Daniel Eaton
PM Phone No.:	(518) 402-9620
PM E-mail:	djeaton@gw.dec.state.ny.us
Contract Manager (CM):	Ralph Burger
CM Phone No.:	(518) 402-9752
CM E-mail:	reburger@gw.dec.state.ny.us
M/WBE Administrator:	Thomas Christian
M/WBE Phone No.:	(518) 402-9311
M/WBE E-mail:	techrist@gw.dec.state.ny.us

Please review your firm's relationship and that of your team member, Louis Berger Group,

with the Potential Responsible Parties (PRPs) indicated on the enclosed Conflict of Interest Certification form. Then sign, complete the form and accept the WA by returning the document to the contract manager within **5 calendar days** of the date of this letter.

Please initiate the development of a project management work plan for this IAWA. It is expected that one (1) electronic and two (2) paper double-sided copies of the work plan will be submitted to DER's contract manager no later than 21 calendar days after receipt of this work assignment. It's expected that this submission will be acceptable to the DER PM.

The project management work plan submitted to DER must include the items listed below. If multiple sites are included in the IAWA, information should be provided for each site and the total IAWA.

1. **Cover Letter:** *Brief* description of project and reference to IAWA Work Plan issued by DER. Include certification of substantial conformance with the IAWA Work Plan noting variations with applicable guidance, if any.
2. **Schedule:** enclose detailed schedule with milestones and deliverables.
3. **Schedule 2.11's:** enclose detailed budget broken down by tasks and subtasks using the most current schedule 2.11's provided by DER. The budget (i.e. titles, rates) should be in accordance with your executed standby contract. The schedule 2.11's should identify areas of work requiring subcontracting and the certified M/WBE firms to be utilized, if known. The schedule 2.11's should identify the management and technical staff assigned to the WA. Enclose resumes of staff not previously approved by DER.
4. **M/WBE Utilization Plan:** enclose M/WBE Utilization Plan. If the plan does not meet the goals in the standby contract, an explanation must be provided. Contact DEC's M/WBE Office if you have questions.

If you have any questions regarding contract issues, please contact the contract manager indicated. If you have any questions regarding the IAWA's scope of work, please contact the project manager indicated. The project manager has prepared the enclosed document for your use in preparing the WA. Please contact the project manager to schedule a IAWA scoping meeting and site visit, if appropriate.

Requests for reimbursement cannot be processed until the draft project management work plan is submitted to DER for approval.

Sincerely,



Michael J. Cruden, P.E.

Chief

Contracts and Payments Section

Bureau of Program Management

Division of Environmental Remediation

Enclosures

ec: w/enc. Daniel Eaton, PM
Ralph Burger, CM
M. Cruden
T. Wolosen
E. Belmore
P. Kappeller, Payments
L. Lewis, WASR
T. Christian, M/WBE

**NYSDEC Division of Environmental Remediation
Conflict of Interest Certification**

(fax or email completed form to CM within 5 business days of receipt)

To the best of the NYSDEC's knowledge, the potential responsible parties listed below are the known potential responsible parties, as of the date of the issuance of the work assignment letter:

- 1) Mohawk Paper Mills, Inc., PO Box 497, Cohoes, NY 12047.
- 2) Friedrichsohn Cooperage, Inc., 2423 9th Avenue, Waterford, NY 12189.
- 3) Joseph M. Hostig, Sr., 117 Brookwood Road, Waterford, NY 12188.
- 4) State of New York Land Claims Unit, Department of Audit and Control, Governor Alfred E. Smith Office Building, Albany, NY 12236

Please check one of the boxes below:

- ☐ The Contractor believes there are no potential conflicts with the PRPs listed above.
- ☐ The Contractor believes there are the following potential _____ organizational or _____ personal conflict(s) of interest (provide the nature of the potential conflict, dates or time frame, approximate dollar amount, current business relationship with the PRP, whether the potential conflict is directly with contractor or an affiliate/subsidiary/team member, what percentage of the contractor's business with the PRP bears to the contractor's business as a whole and any other relevant information):

If a potential conflict(s) exist, the Contractor should complete the following:

The tasks and responsibilities included in the WA are largely standardized and require limited application of judgment and opportunity for judgment to be influenced. ☐ Yes ☐ No

Explain: _____

There is a mechanism for adequate independent quality assurance. This may include quality reviews of data results or periodic inspections by State staff. ☐ Yes ☐ No

Explain: _____

A New York State Professional Engineer certification of all reports and recommendations produced by the contractor is required by the WA. ☐ Yes ☐ No

The Contractor believes it can take adequate actions to avoid, mitigate, or minimize the actual or potential conflict(s). ☐ Yes ☐ No

Explain: _____

Indicate if additional information is attached to this certification. ☐ Yes ☐ No

The undersigned authorized representative for the contractor indicated below hereby certifies that there are no relevant facts or circumstances which would give rise to an organizational or personal conflict of interest as defined in Appendix B, Section III, Conflict of Interest of the executed standby contract indicated below, except as disclosed herein.


Signature of Contractor's Authorized Representative Date

Contractor Name

4438-25
11 Fried Cooperage

Sample Conceptual Approval Memo

MEMORANDUM

TO: Sal Ervolina, Assistant Division Director, DER
FROM: Ed Belmore, Special Projects Unit 
SUBJECT: Conceptual Approval Memo, Friedrichsohn Cooperage, 546045
DATE: January 23, 2008

Site No., Site Name and Location: Friedrichsohn Cooperage, Waterford, Saratoga County

Site Information:

Friedrichsohn Cooperage is located on Saratoga Street in Waterford. This former cooperage, drum reconditioner company was the subject of an EPA emergency response/time critical removal action. The buildings are no longer there. DEC has installed monitoring wells. The intent of this work assignment is to collect samples from the well and the surface water and sediments to determine if any remediation is necessary beyond the removal action.

<u>Conflict of Interest:</u>	<u>Entity</u>	<u>Associated with</u>
	Mohawk Paper Mills, Inc. PO Box 497 Cohoes, NY 12047	Neighboring property
	Friedrichsohn Cooperage, Inc. 2423 9 th Avenue Watervliet, NY 12189	153-155 Saratoga Avenue The site
	Joseph M. Hostig, Sr. 117 Brookwood Road Waterford, NY 12188	26 Saratoga Avenue
	State of New York Land Claims Unit Department of Audit and Control Governor Alfred E. Smith Office Building Albany, NY 12236	Park land

Program Element: Site Characterization

Duration: 7 months

Estimated Budget: \$48,000

Funding Source State Superfund

Brief Description of Scope of Work: Review information, contract an analytical laboratory, collect samples from the existing wells, surface water and sediments, and report on the results.

Attachment

ec: D. Eaton
M. Cruden
J. Swartwout
D. Finlayson
C. Vasudevan
D. Weigel
D. Desnoyers

Work Plan
Immediate Activation Work Assignment
Work Element: Site Characterization

Friedrichsohn Cooperage, Site No. 546045
Waterford, Saratoga County

The scope of work will generally encompass activities contained in Work Element II of Schedule 1 Phased Site Characterizations and other work elements as appropriate in the Standby Consultant Engineering Contract. Site Characterizations (SC) should be conducted in accordance with the "Draft DER-10, Technical Guidance for Site Investigation and Remediation dated 12/25/02" or the latest versions of this documents when available. Quality Assurance/Quality Control (QA/QC) must conform to the most current version of the NYSDEC Analytical Services Protocol (ASP). Soil vapor investigations will be performed in accordance with the NYSDOH "Guidance for Evaluating Soil Vapor Intrusion in the State of New York."

Task 1: Scoping of the SC:

- Attached is a site map with preliminary locations of the work to be performed.
 - One trip by project manager to site visit/scoping session with Department's project manager.
- Preparation of following site specific documents: Field Operations/Sampling Plan (FOSP), Quality Assurance Project Plan (QAPP) and a Health and Safety Plan (HASP). Generic documents previously approved by the Department will be used as a starting point for site specific documents.
- A Draft and Final version of the above site specific documents will be produced and is expected to be completed within 48 direct labor hours.
- The PM is authorized to expend up to 20 direct labor hours for records/background search.
- Expenditures for other tasks are not reimbursable prior to approval of the site specific documents described above, a detailed project schedule, staffing plan and schedule 2.11's unless otherwise approved in writing by the Department's project manager.
- Engineering standby contractor shall certify substantial conformance with WA work plan, DER-10, standby contract and NYSDOH guidance, including list of variations (if any). Draft documents shall be provided within 5 days of scoping meeting, unless otherwise agreed to in writing by Department's PM. Approved documents are incorporated into this WA work plan by reference.

Overall, task 1 is budgeted at 74 direct labor hours. Task 1 is limited to 5% of the overall project cost or \$8,000, whichever is less (excluding any field work defined below).

Task 2: Field Investigations

Component 1: Surface Water/Sediment Sampling

- A total of 4 surface water and 8 sediment samples will be collected at locations approved by the Department. Sediment samples will be collected from 4 locations at two depths.
- Samples will be analyzed for _X_ VOC, _X_ SVOC, _X_ Pesticides/PCB, _X_ Metals. MD/MSD samples (5%) and field duplicates (10%) will also be collected.
- IDW disposal assumes that all waste streams are non-hazardous, estimated budget for disposal costs: 1 trip @ \$ 65.00, 1 drum at \$65/ drum for disposal plus a 35% fuel surcharge.

Component 2: Soil / Waste Sampling

- A total of 5 soil samples and 4 waste samples will be collected at locations approved by the Department.
- Samples will be analyzed for _X_ VOC, _X_ SVOC, _X_ Pesticides/PCB, _X_ Metals. MD/MSD samples (5%) and field duplicates (10%) will also be collected.

Component 3: Monitoring Well Sampling

- A complete round of water levels will be collected from 9 existing monitoring wells. Groundwater samples shall be collected from all of the existing monitoring wells (dependent on the condition of the wells).
- The wells will be purged using low-flow sampling techniques. A minimum of 1 well volume will be removed from the well and field parameters must be stable for at least 3 readings.
- Samples will be analyzed for _X_ VOC, _X_ SVOC, _X_ Pesticides/PCB, _X_ Metals. MD/MSD samples (5%) and field duplicates (10%) will also be collected.

Overall, task 2 is budgeted at 73 direct labor hours. (For the field work, it is esitimated that two employees will be needed for task 2)

Task 3 Reporting

- The report will include the following elements: Introduction, site description and history, summary of field activities, comparison of analytical results to the Department standards and cleanup goals, and , Data Validation/Usability report and a summary of the findings.
- A Draft and a Final version of the report will be produced. It is expected this will be completed within 67 direct labor hours.
- An Electronic Data Deliverable (EDD) package should be submitted in the USEPA National EDD or Multimedia EDD format.
- The final report shall be submitted as an electronic document in portable document format, pdf.

Overall, task 3 is budgeted at 67 direct labor hours.

Subcontracting

- Subcontracts will be procured for: X analytical geoprobe IDW disposal other (specify):

Additional Requirements:

Multi-year work assignments can include a 3% escalation for costs in subsequent years. Administrative level of effort (LOE) should not exceed 4% of the overall LOE. NSPE level IX LOE should be limited to 2% of the total LOE.

Level of Effort (direct labor hours):

Task 1: 74

Estimated Work Plan Development Cost \$ 8,044.00

Task 2: 73

Total Work Assignment: \$47,446.00

Task 3: 67

Total: 214 hours

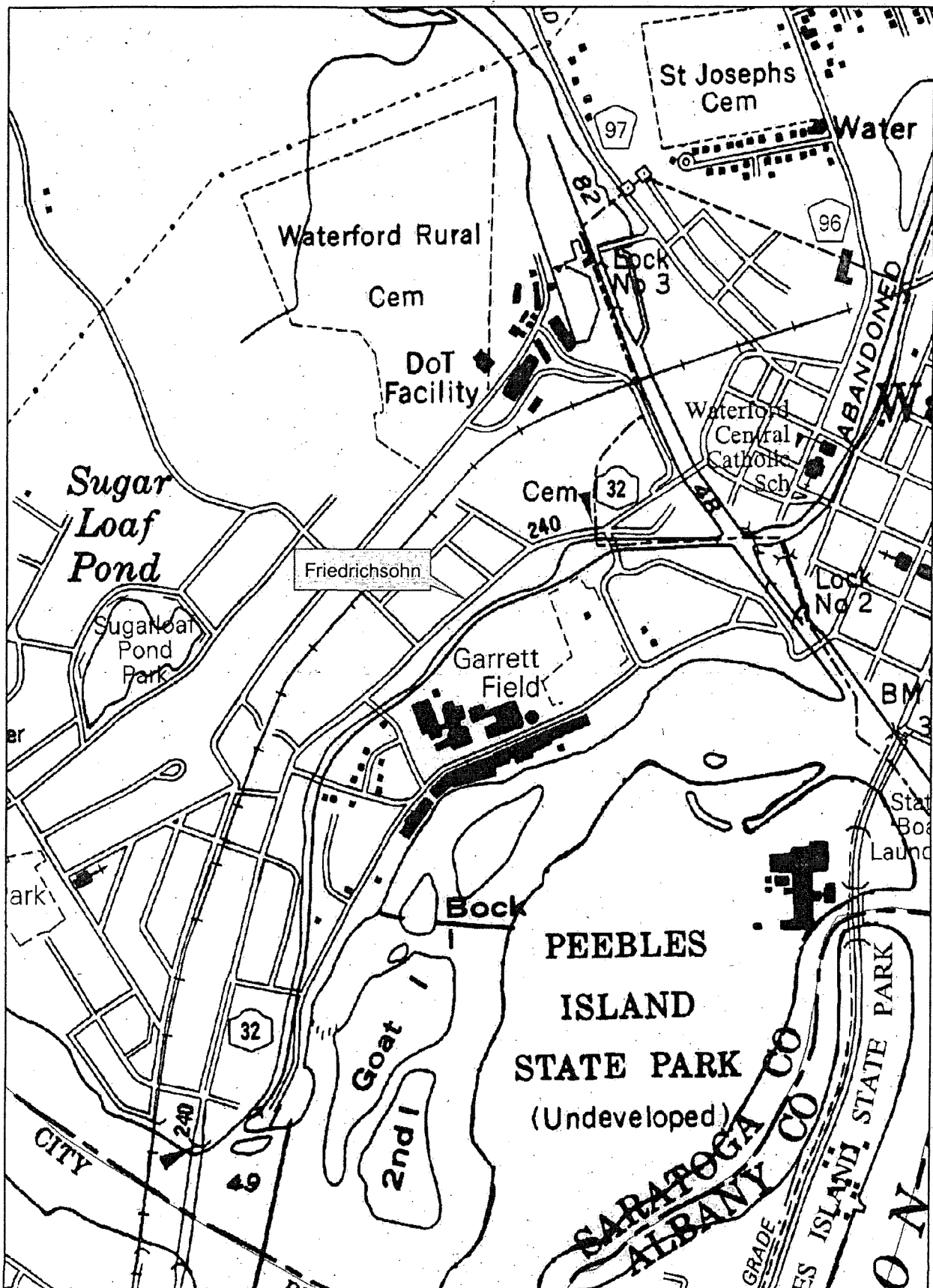
Any change in scope (> 35% level of effort) or change in work element from the original conceptual approval requires a new conceptual approval. For estimating purposes, the Department assumed a direct labor rate of \$40/hr and a multiplier of 3.10.

Additional Project Specific Details

This section is to be completed by the PM to address site specific conditions and provide additional information related to project responsibilities, reporting requirements, technical support services and other requirements necessary to complete the work.

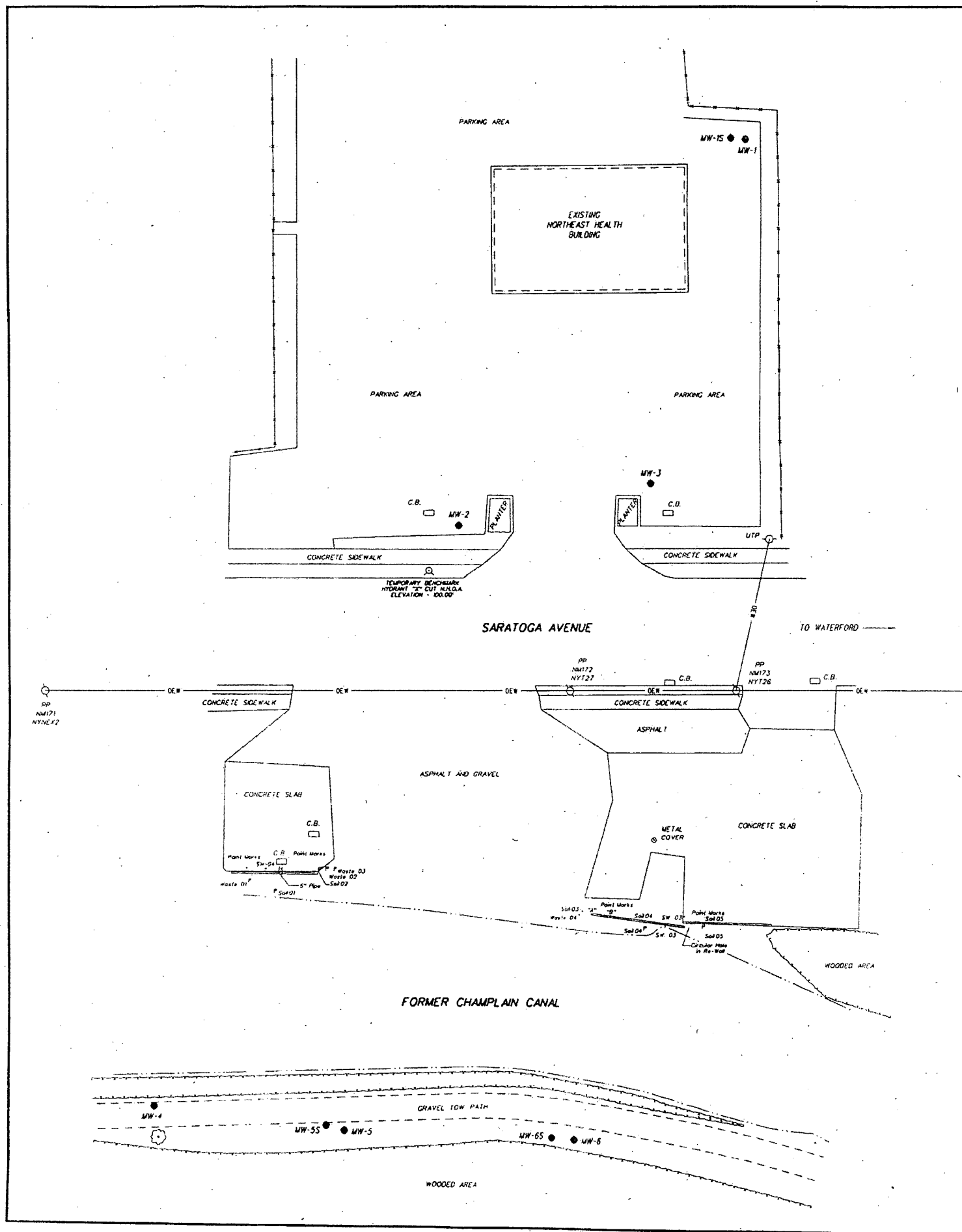
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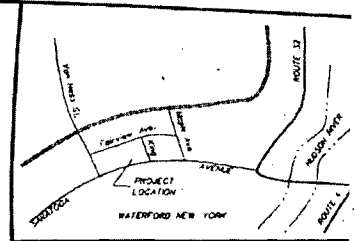
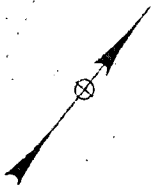
Friedrichsohn Cooperage



Site Location Map

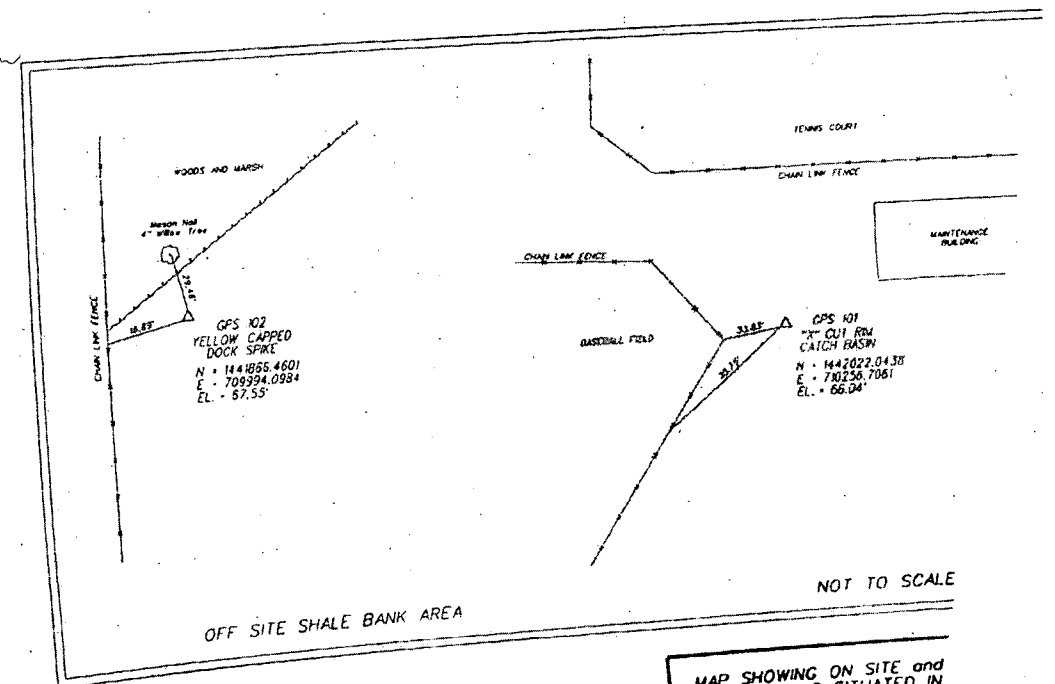
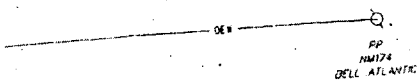
Waterford, Saratoga County





SITE LOCATION MAP
SCALE 1"=1.5

POINT	NORTHING	EASTING	ELEVATION
MW-1	1442404.6025	709576.1170	101.24
MW-1S	1442401.5873	709572.0501	103.30
MW-2	1442245.4881	709585.8433	98.70
MW-3	1442298.5547	709625.6106	99.02
MW-4	1442035.5528	709635.3898	92.34
MW-5	1442071.3290	709687.7127	92.46
MW-5S	1442068.6804	709682.1422	92.79
MW-6	1442119.8109	709746.8837	92.38
MW-6S	1442115.1938	709740.7759	92.34
WASTE-01 Flag	1442110.8621	709610.6317	91.85
SOIL-01 Flag	1442113.9681	709619.3074	92.00
WASTE-02 Flag	1442130.8919	709627.5311	96.62
SOIL-02 Flag	1442129.0359	709625.7704	96.91
WASTE-03 Flag	1442132.5316	709629.5555	96.53
SOIL-03 Point	1442177.2989	709700.3539	93.57
WASTE-04 Point	1442175.6003	709700.2963	92.12
SOIL-04 Flag	1442186.1174	709720.0055	92.61
SOIL-05 Flag	1442199.3214	709734.5203	95.15
SW-03 Point	1442198.6489	709727.2727	96.86
SW-03 Point	1442192.0241	709723.5715	93.65
SW-03 Water	1442191.4447	709724.7861	88.39
SW-04 Point	1442118.0664	709611.6718	98.08
"A" Point	1442178.6069	709703.3703	94.02
"B" Point	1442182.3154	709708.5517	93.98



- LEGEND**
- — MONITORING WELL
 - P — LOCATOR FLAG
 - — PAINT MARKS
 - — METAL COVER
 - — DRAINAGE STRUCTURE

NOTES:
 1. THE HORIZONTAL COORDINATE BASE IS NAD 83 ESTABLISHED BY GPS.
 2. THE VERTICAL DATUM PER THE REQUEST OF NYSDEC IS ASSUMED.
 3. THE FIELD WORK WAS PERFORMED ON JULY 07, 2008

MAP SHOWING ON SITE and LOCATIONS SITUATED IN SARATOGA COUNTY, N FRIEDRICHSON COOI

WATERFORD

SCALE: 1" = 20'-0"

M.J. ENGH
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