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NORRIS & RIESELBACH, S.C.

## MEMORANDUM

To: Mr. Ralph Hoffman

Author: S. Prill; D. Gallo

Date: October 29, 2001

Client: Hoffman's Valet Cleaners, Inc.

Subject: Hoffman Valet Cleaners--Comparison of Four Proposals  
Site Investigation at 7215 West Center Street, Wauwatosa,

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On behalf of Hoffman's Valet Cleaners ("Hoffman's"), we have completed a cost and qualification comparison of four proposals submitted by environmental consultants for conducting site investigation work at 7215 West Center Street in Wauwatosa, Wisconsin ("the Property"). A dry cleaning facility has reportedly operated on the Property since 1973, and perchloroethylene ("PCE") has been used throughout that period. There have been not reports or other indications of a release to the environment, and at this time, there is no information is available to indicate if there has been a release of PCE into the soil and groundwater at the Property. Hoffman's desires to conduct a site investigation to determine whether historical practices have resulted in such a release, and if so, to determine the extent of the release and evaluate appropriate remedial activities.

The following four consultants were requested to prepare proposals for conducting site investigation work on the Property:

1. AlphaTerra Science's, Inc.'s ("AlphaTerra") proposal dated September 27, 2001.
2. ARCADIS Geraghty & Miller's ("ARCADIS") proposal dated September 27, 2001.
3. Key Engineering Group, Ltd.'s ("Key") proposal dated September 27, 2001.
4. Sigma Environmental Services, Inc.'s ("Sigma") proposal dated September 27, 2001.

The following sections summarize the key components of each proposal and present a recommendation for selection of the consultant to conduct the site investigation work.

### AlphaTerra

AlphaTerra's first objective is to determine whether a release to the environment has occurred at the Property. If no release is detected, no further work should be necessary. If a release did occur, AlphaTerra's second objective will be to evaluate the extent of the soil and groundwater contamination. The final objective would be to evaluate cleanup options for the Property, if necessary. AlphaTerra's proposed scope of work consists of the following six tasks which include:

1. Task 1—Preliminary Assessment. To determine whether a release of PCE has occurred, AlphaTerra proposes to install five borings to a depth of up to 16 feet below ground surface ("bgs") on the Property. Two borings will be located inside the building and three borings will be placed outside the building. One outside boring will be placed in the narrow space between the Property building and the adjacent office building to the west using a hand auger. The remaining outside borings will be placed along the two doors of the east wall of the building by a Geoprobe where the PCE was likely transferred in and out of the Property building. The indoor borings will be advanced by Geoprobe at the location of the current dry cleaning machines. Soil samples will be collected from each boring for testing by the photoionization detector ("PID"). A minimum of one soil sample from each boring will be selected and submitted to the laboratory for analysis of volatile organic compounds ("VOCs"). If groundwater is encountered in the borings (excluding the hand-augered boring), those borings will be converted to temporary groundwater monitoring wells. A sample of the groundwater from the wells will then be collected for laboratory analysis of VOCs. Upon completion of this task, a report will be prepared summarizing the assessment findings. AlphaTerra estimates it will require approximately three to five weeks to complete this task.

Tasks 2 through 5 (Phase II) are applicable only if contamination is detected during Task 1.

2. Task 2—Site Investigation Work Plan Preparation and Approval. If a release is detected on the Property, Alpha Terra will notify the Wisconsin Department of Natural Resources ("WDNR") of this release. Also, AlphaTerra will work to qualify the site as a DERP facility and prepare a site investigation work plan to be submitted for approval by the WDNR.

3. Site Investigation. AlphaTerra envisions the follow-up site investigation to include installing four monitoring wells and one piezometer. All wells will be located outside the building. The monitoring wells will be installed to an approximate depth of seven feet bgs; the piezometer will be advanced to a depth of 30 feet bgs. The monitoring wells and piezometer will be surveyed and developed per Chapter NR 141 requirements. The wells will then be sampled for laboratory analysis of VOCs. Additional groundwater samples will be collected from any remaining temporary monitoring wells installed as part of Task 1. As part of this task, Alpha Terra will also conduct additional sampling for quality assurance/quality control purposes, natural attenuation processes and hydraulic conductivity.

4. Data Evaluation and Interpretation. During this task, Alpha Terra will evaluate the data collected to date and determine whether additional investigation work is necessary.

5. Site Investigation Report Preparation. Once the field investigation is completed, the findings will be compiled in a site investigation report ("SIR"). If the extent of contamination has been well defined and the levels of contamination

in the groundwater are relatively low, Alpha Terra may prepare a request for case closure to the WDNR. If the extent of contamination has been adequately defined and remediation is warranted, Alpha Terra will prepare a remedial action options report ("RAOR").

6. Project Management. This task includes project management activities (e.g. DERP claim form preparation and bidding of commodity services).

Alpha Terra's cost to conduct the proposed Task 1 (preliminary assessment) is estimated to be \$3,617. If all of Tasks 1 through 6 are undertaken, Alpha Terra estimates the proposed cost to be \$17,642. (Tasks 2 through 6 are estimated to cost \$14,025.) The cost to prepare the case close out form would be an additional \$1,500. Alpha Terra's cost to complete the RAOR would be an additional \$3,000. Alpha Terra estimates the proposed scope of work for (Tasks 1 through 6) can be completed in 15 to 20 weeks. Alpha Terra's proposal also includes a site plan for Task 1 (the preliminary assessment).

#### ARCADIS

ARCADIS' scope of work was developed to evaluate the extent of impacts at the Property and to collect data that will guide development of a site closure strategy. ARCADIS' scope of work consists of the following tasks:

1. Advancement of two soil borings within the existing building to a depth of 10 feet bgs and submitting two selected soil samples for laboratory analysis of VOCs. The purpose of these soil borings and sampling is to determine whether a release has occurred from the Property.

If a release is detected, the following tasks are applicable

2. Notify the WDNR of the release and the selection of ARCADIS to complete site investigation activities. ARCADIS will also complete and submit to the WDNR the DERP Notification of Potential Claim Form. Finally, as part of this task ARCADIS will prepare a site investigation work plan for submittal to the WDNR for approval.

3. Obtain three written contractor bids for commodity services (e.g., drillers, laboratories, surveyors).

4. Place seven soil borings on the Property: two will be located inside the building to a depth of 10 feet bgs and five will be placed on the exterior building portion of the Property to a depth of 20 feet bgs. The interior borings will be advanced using a portable auger. One soil sample from each of the interior borings will be submitted for laboratory analysis of VOCs. A geoprobe will drill the five borings outside the building; two soil samples from these borings will be collected and submitted for VOC analysis.

5. Install temporary monitoring wells in the exterior borings.

6. Develop, survey and sample each monitoring well for laboratory analysis of VOCs.

7. Following completion of the investigation, ARCADIS will prepare a written report in accordance with Chapter NR 716. This report will also include an evaluation of potential remedial options. Also, once the site investigation work

is completed, ARCADIS will prepare a claim of eligible project costs for DERP reimbursement.

**ARCADIS' estimated cost to conduct the preliminary task is \$1,970; to conduct the subsequent activities the estimated cost is \$10,175. Thus, ARCADIS' cost to conduct its proposed scope of work is estimated to be \$12,145.**

ARCADIS does not give a detailed schedule for the completion of the work. ARCADIS' proposal also does not include a figure showing the locations of the proposed borings/monitoring wells.

#### Key

Key's proposed scope of work is contained in Section 4 of its proposal. Key proposes to initially place two exterior soil probes to assess the presence of contamination in near subsurface soils. One probe will be placed in front of the building; the second will be placed on the east side of the building adjacent to the current drycleaning machines. If contamination is detected, the WDNR will be notified of the release on the Property, and Key will prepare a DERP Notification of Potential Claim Form for submittal to the WDNR. Key's subsequent scope of work includes the following tasks:

1. Advance four soil probes in and around the source area (detected in the initial task) to a depth of 10 feet bgs.
2. Install three groundwater monitoring wells to depths of approximately 20 feet bgs.

3. Develop, survey and sample the groundwater monitoring wells and conduct water table level measurements.
4. Analyze four soil samples and three groundwater samples for VOCs.
5. Prepare a SIR and RAOR report.

A final task will be conducted if groundwater contamination is identified—a preremedial evaluation. This evaluation consists of conducting hydraulic conductivity testing in the monitoring wells and the testing of natural attenuation parameters. The results of this study would be provided in an RAOR.

**Key indicates the initial assessment will be conducted at no cost to the client. Key's costs to conduct its proposed scope of work included in Tasks 1 through 5 is estimated to be \$12,652. Key estimates an additional cost of \$3,437.50 for conducting the preremedial evaluation (if necessary). Thus, a total cost estimate is \$16,089.50.**

Key estimates approximately 12 weeks to complete the proposed scope of work once the initial assessment is completed.

### **Sigma**

Sigma conducted a site visit to the Property in order to obtain an understanding of potential release areas. Based on this visit, Sigma noted these areas to include: (1) the area directly beneath the present drycleaning equipment; (2) the area on the northwest side of the building; and (3) the area on the southeast side of the building where the PCE was dropped off. Sigma notes a preliminary assessment will be conducted to identify whether subsurface impacts resulting



from the drycleaning facility are present on the Property. For this preliminary assessment, Sigma will

1. Identify and locate potential buried utilities on the Property.
2. Advance three shallow soil borings to a depth of four feet bgs.
3. Submit one representative soil sample from each boring for

laboratory analysis of VOC s.

4. Prepare a letter report summarizing the completed field activities. If VOC impacts are identified, Sigma will then conduct an additional soil and groundwater investigation.

If contamination is detected, Sigma proposes a scope of work designed to meet the requirements of DERP, maximize the use of site environmental data generated to date and obtain maximum reimbursement under DERP for costs incurred during the site investigation and remedial action activities. Sigma proposes the following four phases to meet this objective:

1. Phase I. Sigma will establish eligibility of the Property for financial reimbursement under DERP. This will consist of reporting the release to the WDNR, notifying the WDNR of the potential to submit a claim for reimbursement under DERP and applying for DERP on the WDNR form.

2. Phase II. Once eligibility is established, Sigma will complete and submit to the WDNR a Chapter NR 716.09 compliant work plan as required under Chapter NR 169.09 of the Wisc. Admin. Code.

3. Phase III. Sigma proposes to install five soil borings to a depth of 15 feet bgs and converting all borings to groundwater monitoring wells. Placement of the borings/monitoring wells will be based on available site data and access conditions. Soil samples will be collected during the boring advancement and screened with a PID; two samples will be selected from each boring for laboratory analysis of VOCs. After each boring is converted to a monitoring well and that well is properly developed, a groundwater sample will be collected for laboratory analysis of VOCs. Water level measurements will be obtained to determine the direction of groundwater flow.

4. Phase IV. Sigma will prepare a report upon completion of the site investigation activities. The report will include recommendations for remedial activities or case closure.

As an additional task, Sigma will conduct project management activities which include obtaining commodity service bids. Sigma will also prepare a claim for DERP reimbursement. A schedule of work was not provided in Sigma's proposal.

**Sigma's cost to conduct the preliminary site assessment is \$4,115; the costs for Phases I through IV are estimated to be \$18,665. Thus the total estimated cost for Sigma's proposed scope of work is \$22,780.**

#### Recommendation

All four consultants appreciate that the objectives of this site investigation are as follows:

1. To conduct a preliminary assessment to determine if a release has occurred. If there has been a release:
2. To define the vertical and horizontal extent of dry cleaning solvent impact to the soil and groundwater;
3. To obtain WDNR case closure for the Property;
4. To receive the maximum possible DERP reimbursement; and
5. To conduct the work in a cost-effective manner.

The requests for proposals were submitted to consulting firms which we believe are qualified to conduct the necessary work to meet the above objectives, and each proposed scope of work appears to be adequate. Therefore, the critical criterion for evaluating these proposals is cost.

Sigma's cost estimate (\$22,780) is the highest of the four proposals and thus Sigma will not be considered further.

Alpha Terra's costs are second highest (\$17,642) even without including the preparation of the case closure request (\$1,500) or ROAR (\$3,000).

Key's proposal indicates the preliminary assessment will be conducted at no charge to the client. However, when summing Key's proposed costs, the total (including the remedial evaluation) is \$16,089.

Overall, ARCADIS' scope of work includes a preliminary assessment that should detect a release on the Property if one has occurred. The subsequent site investigation activities by ARCADIS also appear adequate. ARCADIS' proposed cost to conduct this work is estimated at \$12,145, the lowest of the four

consultants' proposals, and includes the pre-remedial investigative tasks that some firms propose as additional scope items. Thus, based on ARCADIS' proposed scope of work and cost, we recommend ARCADIS be selected to conduct the work on the Property.

Note that additional investigative work that may be required beyond the scope of the selected proposal must be approved by the WDNR prior to incurring such costs. Foreseeable costs and tasks, such as the management of soil cuttings and monitoring well development water generated during the site investigation, should be submitted for WDNR approval at the outset. Note also that there is a \$10,000 deductible in the DERP Program that is not reimbursable. Finally, as a condition to case closure, the WDNR may request that a deed restriction, groundwater use restriction or related instrument be placed on the Property.