

**SOUTH DAKOTA  
 PETROLEUM RELEASE COMPENSATION FUND  
 1999 Internal Cost Screening Guidelines for Determining Reasonable Environmental  
 Consultant Expenses**

**Site Number:** PR  
**Site Name:**  
**Description:**

**The determination of reasonable expenses is based on reports and letters that document the actual work completed.**

Vehicle Preparation and Loading *(This is a lump sum amount which does not include mileage and employee travel time. It provides for an allowance for equipment preparation, loading, etc.)*

- \* Preparation and loading for drilling activities                      \$175.00 /trip
- \* Preparation and loading for non-drilling activities                      \$87.00 /trip

Tank Removal and Excavation Observations *(Excluding mileage, per diem, lab fees, and report writing. Actual time on site must be documented.)*

- \* Full Days    \$670.00 /day
- \* Half Days    \$335.00 /day

Initial Site Review/Utility Check *(Actual time must be documented.)* - Up to \$200.00

Subsequent Utility Check *(Actual time must be documented.)* - Up to \$100.00

Soil Borings *(This includes those borings completed as monitoring wells. It also includes the costs for site selection, drill rig set-up, equipment down-time, preparing soil logs, field testing for petroleum vapors, and plugging boring holes, if appropriate. For funding purposes, soil sampling is considered continuous if a minimum of one soil sample is taken for each 2 1/2 foot interval from the soil boring)*

\* Depth of penetration with continuous soil sampling (incremental amount)

- 0 - 15 ft:    \$22.00/ft
- 15 - 25 ft:    \$27.00/ft
- 25 - 35 ft:    \$33.00/ft
- 35 + ft:    \$38.50/ft

\* Depth of penetration with non-continuous soil sampling (incremental amount)

- 0 - 15 ft:    \$13.00/ft
- 15 - 25 ft:    \$18.50/ft
- 25 - 35 ft:    \$24.00/ft
- 35 + ft:    \$29.50/ft

\* Cutting holes in concrete (Up to 12 inch diameter.) - \$75.00/hole

\* Decontamination & equipment cleaning (Based on number of feet drilled.) \$3.00/ft

Tank Purging and Decommissioning *(Using carbon dioxide gas.)* [Source: 1999 Means Building Construction Cost Data, 57th Ed., pg. 43]                      \$3.20/100 gallon tank capacity

Page 1 Subtotal                      \$0.00

**Tank Cutting** - *(Includes cutting expenses necessary for safe decommissioning only. This includes the use of explosivity meter, use of cutting or sawing equipment, and labor to remove each end of the tank.)* [Source: 1998 National Construction Estimator, 46th Ed., Pg. 374 and PRCF experience.]

- \* Under 4000 gallons nominal capacity                      \$105.00 /tank
- \* Above 4001 gallons nominal capacity                      \$145.00 /tank

If remote tank cutter is used, add \$250.00/tank to decommissioning allowance for additional equipment rental and labor, including explosivity meter. [Source: PRCF experience]

**Monitoring Wells - Installation** *(This includes labor for completing a soil boring as a monitoring well, surveying, and well development. Add to cost of soil borings and materials.)*

- \* Up to 25 ft deep    \$210.00/well
- \* Up to 35 ft deep    \$240.00/well
- \* Over 35 ft deep    \$275.00/well

**Monitoring Well and Soil Sampling** *(This includes on-site labor for site preparation & decontamination, well development and sampling. It also includes the cost for disposable equipment such as bailers, ropes and plastic sheeting. Lab analysis, reporting, mileage, per diem and travel time is separate. The allowance for the measurement of free product is for wells with more than 1/16 of an inch of product - as per the DENR handbook, page 44. Actual hours must be itemized on invoice.)*

- \* Bail & Sample    \$55.00/well
- \* Check /record water levels, add                                \$55.00/site visit plus \$10.00/well  
over five wells
- \* Measure Free Product    \$5.00/well (\$15.00 min)
- \* Containers, Preparation, packaging & postage              \$30.00/event
- \* Allowance per site sample sent to lab                        \$25.00/sample (Max. - \$500.00 per  
assessment event)
- \* Bail free phase product    \$20.00/well

**Receptor Survey and Periodic Vapor Testing/Screening**

- \* \$205.00 Initial screening utilities, possibly impacted structures and receptor identification.
- \* \$30.00 per location for required periodic screening of utilities and structures with field instrumentation. *(This includes time to obtain access to structures and utilities)*
- \* \$45.00 per location for collection of samples to confirm vapor impacts - if necessary, does not include consumable items such as Tedlar bags and Sensidyne tubes; an allowance will be made for these items at actual cost.
- \* \$15.00 per sampling point for screening with field instrumentation for SVE/AS systems

**Soil Vapor Extraction/Air Sparging Pilot Studies**

- \* Conduct Soil Vapor Extraction Pilot Study (Including site time, materials and equipment - except blower rental.) \$1,350.00
- \* Conduct Air Sparging Pilot Study (Including air sparging alone and air sparging in conjunction with soil vapor extraction - except compressor rental.) add \$1500.00 to the SVE pilot study.
- \* Blower - \$150.00 min. to \$300.00/day max. per necessary day. Blower rental and shipping costs must be supported by invoice. If electrical work or a generator is required actual electrical subcontractor or rental invoices will be used to provide an invoice allowance.
- \* Compressor- \$50.00 min. to \$300/day max. per necessary day. Compressor rental and shipping costs must be supported by invoice. If electrical work or a generator is required actual electrical subcontractor or rental invoices will be used to provide an invoice allowance.

**Reporting & Evaluation - Tank Removal/Excavation** *(This includes literature review/research, data evaluation and recommendations, report writing, drafting, tables and graphs preparation, site-characterization, computer modeling, and principal review. This does not include remedial design work. Reports must be complete and technically correct in order to be considered for full reimbursement. The incremental increase in reporting allowance assumes that a greater amount of information is obtained, evaluated and reported with an increase in the number of tanks or cubic yards of soil removed.)*

- \* Report on tank removal(s): Up to three tank beds per site (Tanks with centers located within 15 feet are considered one "tank bed")
 

\$590 for the first tank bed
\$230 each additional bed
- \* Report on remedial excavation outside of the tank basin or other remedial excavation: For reporting purposes here, the volume ranges include both clean and contaminated soils excavated outside of a tank basin. Volume is calculated as loose cubic yards. Reporting of soils removed within a tank basin is included under tank removal. If no tanks are removed, add \$300.00 to the following reporting allowance.
 

For up to 400 cubic yards	\$230.00
For 401 - 800 cubic yards	\$280.00
For 801 - 1,500 cubic yards	\$335.00
For 1,501 - 3000 cubic yards	\$385.00
For 3000 -5000 cubic yards	\$540.00
For 5001 + cubic yards	\$620.00

The above excavation reporting allowances assume that the items listed below will be sufficiently addressed in the reports. If the items are not sufficiently addressed in the report, the allowance will be reduced accordingly. The percentage of reductions are provided below.

- Less: Up to 25 % if tank and excavation locations, dimensions, sizes, condition and contents are not included in the report (site map required).
- Less: Up to 25% if specific screening and analytical sample results, locations and depths are not presented and discussed in the report (site map required)

Page 3 Subtotal \$0.00

Less: Up to 25% if description of excavation process is not included in the report. This information includes date and time consultant was on site, description of the soil profile observed in the excavation, clean and contaminated soil volumes including methods used to determine clean from contaminated soil volumes were determined, and disposal method and location.

**Reporting and Evaluation - Assessments:** *Reports must be complete and technically correct in order to be considered for full reimbursement. Allowances for remedial design are not considered in this allowance and are considered elsewhere.)*

\* Data Evaluation (per necessary report), incremental allowance:

For 1 boring	\$260.00 (not completed as well)
For 2 - 5 borings	\$155.00 (not completed as wells)
For 6 - 10 borings	\$125.00 (not completed as wells)
For 11 - 20 borings	\$55.00 (not completed as wells)
For 1 monitoring well	\$360.00
For 2 - 5 monitoring wells	\$225.00
For 6 - 10 monitoring wells	\$165.00
For 11 - 20 monitoring wells	\$50.00

\* Background research and review of site history includes evaluation of site history, local geology, local hydrology and ground-water usage, and identification of potential receptors. Up to \$540.00 per site

\* Specific Tier 2 Tasks

Recalculate Tier 1 Levels	\$105.00
Calculate SSTL	\$155.00
Pathway and Receptor Evaluation	\$310.00
Site Map with Receptors Identified	\$205.00
Tier 2 decision process	\$260.00

*(Allowance will be made if the recommendation is technically feasible and is in accordance with risk based rules. Partial allowance may be made for multiple recommendations)*

**Reporting and Evaluation - Periodic Groundwater Monitoring, SVE System Monitoring and Periodic Air Monitoring**

*(Reporting of Initial Sampling is included in "Reporting and Evaluation - Assessments". Allowances are based on data presentation, evaluation and recommendations for number of wells sampled. Allowances for periodic SVE monitoring include presentation of flow, effluent concentration, vacuum, removal rates and estimated time to asymptotic removal rates. Allowances for periodic air monitoring will be made for samples collected for laboratory analysis, when required)*

1 - 2 Monitoring points	\$360.00
3 Monitoring points	\$435.00
4 Monitoring points	\$525.00
5 Monitoring points	\$550.00
6 Monitoring points	\$585.00
7 Monitoring points	\$625.00
8 Monitoring points	\$660.00
9 Monitoring points	\$690.00
10 Monitoring points	\$730.00

Page 4 Subtotal \$0.00

**Reporting and Evaluation - Periodic Air Screening with Field Instrumentation** (For reporting on samples analyzed by field instrumentation. Reported with other periodic monitoring report. An allowance will be made for each sample type. Multiple screenings at one location by a single instrument constitute a single sample. Samples analyzed at one location by different instruments constitute multiple samples.)

1 to 3 Samples	\$55.00
4 to 6 Samples	\$85.00
7 to 10 Samples	\$105.00
11 to 20+ Samples	\$155.00
21 +	\$200.00

**Reporting and Evaluation - Soil Vapor Extraction/Air Sparging Pilot Studies** (The allowances assume that the items listed below will be performed and sufficiently addressed in the reports. If the items are not sufficiently addressed in the report, the allowance will be reduced or not made until the report is corrected.)

Soil Vapor Extraction	\$1,300
Soil Vapor Extraction with Air Sparging	\$1,800
Calculation and reporting of estimated removal rates, expected contaminant reduction factor and estimated time to reach the contaminant reduction factor.	\$400
Graphs depicting influence vs. distance and pilot information presented in tabular form	\$300

Less: Up to 20% if consideration is not given to the effects different geologic strata (if present) may have on the remediation system. To accomplish this, there may need to be monitoring points screened at different intervals.

Less: Up to 20% if recommendations with conceptual remediation system (if applicable) are not included.

**Reporting and Evaluation - Soil Vapor Extraction/Air Sparging System Installation and Start-up** (Includes reporting on system installation, bore logs, startup, as-built drawings and reporting of any required system monitoring and maintenance activities up to the first quarterly monitoring event. Allowance will be based upon the total number of vapor extraction and sparge points.)

1 to 2 points	\$1,000.00
3 to 6 points	\$1,500.00
7 + points	\$2,000.00

**Document Preparation and Distribution** (This includes labor and materials for copying, assembly and postage for up to six copies.)

\$0.40/page x no. of essential pages \_\_\_\_\_ x no. of copies \_\_\_\_\_  
 (Min. = \$25.00)

Page 5 Subtotal \$0.00

**Project Management** - *(This includes general administration, correspondence with the DENR and PRCF, and principal review. It is based on a percentage of the above subtotal)*

10% of the sum of the previous amounts

**Special Allowances for Project Management** *(This includes the activities listed below, Consideration will only be given when prior approval has been obtained for each task and documentation is presented to substantiate that these tasks have actually taken place and charges for them are itemized on the invoice.)*

- \* Obtaining right-of-way permits from cities, counties and SDDOT.
- \* Obtaining right-of-entry agreements to off-site properties for the purpose of advancing borings/wells (does not include access fees or legal expenses).
- \* Assisting responsible party in making arrangements for disposal of petroleum contaminated soils where landfills/landfarms are not currently available. This may include reviewing locations for land application sites or alternative treatment/disposal methods.

**Monitoring Wells (2" dia. wells) - Materials** *(add to cost of soil borings)*

- \* Well casing & screen (include riser): \$5.10/ft
- \* Filter pack, annular seal, surface seal: \$5.10/ft
- \* Well covers: \$75.00/cover
- \* Bumper posts (materials and installation)
  - Steel posts: \$10.00/post
  - Cement filled steel tubes for high traffic areas \$80.00/post
  - (only with prior approval)*

**Monitoring Wells - Abandonment** *(This includes travel expenses, labor and material for abandoning a monitoring well.)*

- \* \$75.00/well

**Mileage** *(This includes round-trip mileage up to, but not to exceed, 250 miles one way.)*

- \* Auto \$0.40/mile
- \* Pickup/truck \$0.50/mile
- \* Truck-mounted drill rig: \$0.75/mile
- \* Trailer (trailer only) \$0.25/mile

Subtotal Page 6 \$0.00

**Per Diem** (*Includes food and lodging.*)

- \* Day trip: \$20.00/day
- \* Overnight trip: \$75.00/day
- If supported with lodging invoices:
- up to: \$95.00/day

**Travel Time** (This is based on a reasonable travel time for necessary personnel only.)

- \* 2-man drill crew: \$60.00 x no. of travel hours
  
- \* Other travel: Contract hourly rate for up to first two hours distance  
(*4-hr round-trip*)  
For distances that take longer than 4 hours round trip:  
Add \$35/hr.

**Procuring Competitive Quotes** (*Quotes will typically be required for excavations larger than 1000 cubic yards. For excavations smaller than 1000 cubic yards, quotes are encouraged but not required. For excavation less than 1000 cubic yards the quote allowance will be made if it can be shown there was a benefit to obtaining quotes.*)

- \* Excavation size greater than 1000 cu. yd. Up to \$500.00
- \* Excavation size less than 1000 cu. yd. Up to \$250.00

The above allowance assumes that, at a minimum, the items listed below will be completed.

1. Three quotes have been obtained. To obtain three quotes, six or more quote packages may have to be sent. A copy of all requests and responses must be supplied to the PRCF.
2. The quote packages have been sent to both contractors in the community where the release occurred and other local area contractors.
3. The quote packages use the PRCF form to specify the quantity and type of work to be completed.
4. Quotes are on a unit basis. Lump sum quotes are not acceptable.
5. The quote package includes a brief description of the project and a site sketch.
6. Quotes are reviewed for consistency and accuracy.

Subtotal Page 7 \$0.00

**At a minimum, itemized hours and billing rates are required on all invoices for all activities related to the following:**

- \* **Project Management**
- \* **Reporting**
- \* **Tank Removal Observations**
- \* **On-site Time for Environmental Professionals**
- \* **On-site Time for Monitoring Well Sampling**
- \* **Procuring Competitive Quotes for Excavation**

**The unit costs cited in this document are guidelines to be used by the PRCF in reviewing eligible expenses incurred by a covered party for corrective action of a petroleum release. These guidelines are an average from several sources. They do not take into account special conditions associated with any particular project which would increase or decrease the amount reasonably necessary to do the task. These figures are exemplary only and may be adjusted on a case-by-case basis to reflect actual project conditions. These guidelines are not intended to establish the costs incurred in any particular project.**

Subtotal of all pages \$0.00

Tax @ 0.00% \$0.00

Estimate	\$0.00
vs.	
Total Invoices	\$0.00