



April 4, 2018

Reference No. 11152783

Ms. Sarah Graves
Project Engineer
Utilities Department, City of Lawrence
PO Box 708
Lawrence, Kansas 66044

Dear Ms. Graves:

**Re: Revised Task 2 Scope of Work and Cost Estimate
2018 Environmental Consulting Services
Farmland Nitrogen Plant Remediation
1608 North 1400 Road
Lawrence, Kansas 66046
Consent Order 10-E-94 BER
KDHE Project Code: C4-023-00009**

1. Introduction

As requested, GHD Services Inc. (GHD) is providing this revised scope of services and cost estimate to replace the Stakeholder Engagement (Task 2) as previously described in our Scope of Work, dated March 26, 2018. On February 12, 2018, the City of Lawrence (the City) selected GHD to perform environmental consulting services in support of its remediation at the former Farmland Nitrogen Plant (Farmland/Site) being overseen by Kansas Department of Health and Environment (KDHE) under the Consent Order 10E-94 BER (the Order).

2. Revised Task 2 Understanding

Based on feedback received from the City Commission at their meeting on April 3, 2018, GHD was requested to revise the scope and cost of Task 2 – Stakeholder Engagement. Specifically, the Commission asked for the scope and costs to reflect GHD's participation in stakeholder engagement activities that will be led by City staff.

3. Revised Task 2 Scope of Work

3.1 Stakeholder Engagement

Travis Kogl, P.G. and **David Hempleman, P.E.**, with GHD, will attend stakeholder meetings to answer and discuss technical aspects of the work GHD is planning or performing on the project. As the City's technical consultant, and only at their direction, GHD will participate in meetings that have been coordinated by the City staff. During stakeholder meetings, GHD will explain technical approaches and



remedial objectives. For the purpose of this proposed scope of work and cost estimating purposes, GHD plans to attend four meetings during the eight months period projected for the project.

4. Assumptions and Limitations

GHD has prepared this revised Task 2 scope of work and estimated cost based on feedback received from the City Commission concerning GHD's role in stakeholder engagement activities. The following limitations and assumptions were applied:

- GHD will travel to and from each meeting, attend and participate in each meeting, and meet with City staff following each meeting to assist them in developing action items arising from each meeting.
- Each meeting has been estimated to be 1.5 hours in length.
- Each post-meeting discussion with City staff is estimated to be 1 hour in length.
- Roundtrip travel for Mr. Hempleman and Mr. Kogl is estimated to be 1 hour/person.
- GHD will not prepare for the stakeholder meetings any materials, graphics, or reports not otherwise created as part of other tasks authorized by the City.
- GHD will not assist in the coordination of the meetings.
- No other community outreach involvement by GHD is being requested by the City or will be performed by GHD under the contract.

5. Cost Estimate

GHD proposes to conduct the scope of work on a not-to-exceed, time-and-materials basis to be billed monthly at the unit rates on the attached fee schedule and in accordance with the terms of the pending Professional Services Agreement (PSA) between GHD and the City. The estimated cost to perform the revised Task 2 – Stakeholder Engagement scope of work described herein is **\$ 5,194.00**, and is summarized by task on the attached table.



6. Closing

GHD appreciates the opportunity to provide these services. If you have any questions or would like to discuss this scope and budget authorization request in more detail, please do not hesitate to contact me at (785) 783-8982.

Sincerely,

GHD

A handwritten signature in blue ink that reads "Travis Kogl". The signature is fluid and cursive, with the first name "Travis" and last name "Kogl" clearly legible.

Travis Kogl, P.G.
Associate

TK/tk/03

Encl.

cc: Mike Staffileno, Principal, GHD

David Hempleman, Project Engineer, GHD

Revised Task 2 Cost Estimate - April - November 2018
City of Lawrence - Farmland Nitrogen Plant Remediation Project
Lawrence, Kansas

Revised Task	<u>unit rate</u>	<u>unit</u>	<u>Estimated</u>	<u>Estimated</u>
			Quantity	Cost
2. Stakeholder Engagement				
Project Manager	\$ 195.00	hour	14	\$ 2,730.00
Professional Chemical Engineer	\$ 176.00	hour	14	\$ 2,464.00
Revised Task 2 Subtotal				<u>\$ 5,194.00</u>

Based on 4 meetings in Lawrence, Kansas