



VIA EMAIL ([wpudelko@glassboroschools.us](mailto:wpudelko@glassboroschools.us)) and REGULAR MAIL  
April 24, 2014

Mr. Walter Pudelko  
**GLASSBORO BOARD OF EDUCATION**  
560 Joseph L. Bowe Memorial Blvd.  
Glassboro, New Jersey 08028

Re: Proposal for Preliminary Assessment / Preparation of Remedial Action Work Plan /  
Drum Disposal / Project Management  
**GLASSBORO INTERMEDIATE SCHOOL**  
**Block 412, Lot 26**  
North Delsea Drive & MacClelland Avenue, Glassboro, New Jersey  
*FPA No.5588.002P4*

Dear Mr. Pudelko:

French & Parrello Associates, PA (FPA), a New Jersey registered Veteran Owned Business, is pleased to present this proposal to perform an Preliminary Assessment (PA) in the evaluation of the environmental character of the above referenced site. The Preliminary Assessment (PA) will be completed in accordance with New Jersey Department of Environmental Protection (NJDEP) requirements set forth at N.J.A.C. 7:26E-3.1.

In addition, FPA has included in this proposal a scope of work and cost estimate to remove drums that were generated during monitoring well construction as well as preparation of a Remedial Action Workplan (RAW) for remediation of fuel oil impacted soil beneath the water table.

## **SCOPE OF SERVICE, METHODS AND PROCEDURES**

### **Preliminary Assessment**

FPA proposes to conduct a Preliminary Assessment (PA) to establish an accurate record of historical site operations. This information will be useful in evaluating environmental impacts from two (2) offsite sources that are impacting the subject property. The PA will include the following work elements:

### **Site Visit**

A site visit will be conducted to identify recognized areas of environmental concern. A representative of FPA, experienced in environmental assessments, will perform the site visit. FPA's field examination will focus on present site conditions, and whether there is obvious evidence of potential site contamination or situations that may indicate the presence of such contamination. FPA personnel typically target items such as: visible spills and pooling of non-aqueous liquids, soil discolorations, stressed vegetation and the like. It is FPA's standard procedure to photographically document the conditions of the site at the time of the site visit.

Client's Initials \_\_\_\_\_

### **Survey of Adjacent Properties**

At the time the site visit is performed, FPA personnel will observe adjacent properties for indications of recognized environmental conditions that may reasonably be expected to impact the referenced property. The evaluation of the adjacent properties will be performed from the subject property and/or from public right-of-ways.

### **Aerial Photograph Review**

FPA will conduct a review of available historical aerial photographs of the site and its environs. The purpose of this review will be to characterize activities on, or near, the site as a function of time. Particular attention will be paid to identifying activities or conditions indicative of potential environmental concerns. Aerial photographs from at least 1932 to the present will be reviewed.

### **Historical Maps**

FPA will obtain and review historical maps related to the site. The review of the referenced mapping will provide documented historical data pertaining to previous uses of the property. Dependent upon availability, maps including Sanborn Fire Insurance, Historical Topographic, Soil Conservation Service or surveys will be reviewed.

### **Environmental File Searches**

FPA will review information regarding the potential presence of hazardous materials/wastes on the site and adjacent properties. FPA maintains relationships with several large commercial database firms to obtain most of this information. FPA typically orders a Federal and State environmental file search to obtain information about the site from relevant environmental programs.

In addition to the NJDEP and United States Environmental Protection Agency (USEPA), FPA will contact the local fire, health and building departments, and the County Health Department, for available data on the referenced property. FPA will review these data to determine potential impacts on the referenced property.

### **Interviews**

FPA will conduct interviews with persons knowledgeable about the property to obtain additional information regarding past and present activities, provided these individuals are reasonably available. The purpose of these interviews will be to determine if hazardous materials and/or wastes have been generated, stored, or disposed of on the property.

## **Formal Report**

A PA report will be prepared to summarize the above-described scope of work and formally present FPA's findings, conclusions and recommendations. The report will include site photographs, adjacent property photographs, street map indicating the site location, environmental file search records, records/summaries of any interviews, and copies of responses from local regulatory agencies regarding the environmental conditions at the referenced property, if received prior to issuance of the report.

## **Drum Disposal**

During the construction of onsite monitoring wells the soil cuttings generated during the construction of the four (4) onsite monitoring wells were placed into 55-gallon drums for later disposal. In addition, ground water generated during monitoring well development/sampling was also placed into 55-gallon drums for offsite disposal. A total of six (6) drums were generated during well construction/development.

FPA will assist the GBE to dispose of the drums at GIS at a licensed facility. FPA will coordinate with the disposal facility, transporter and facility personnel to remove the drums from the courtyard, transporting them out the east side of the school for transportation offsite to a licensed facility.

## **Preparation of RAW**

FPA will prepare a RAW to address the layer of fuel oil-impacted soil that was identified in a six inch to one foot zone below the water table between 19'-20' below ground surface. The RAW will not address ground water impacted by gasoline discharges from offsite sources. The RAW will include the following components:

- A summary of the findings and recommendations from the RIR.
- The horizontal and vertical extent of the area to be remediated.
- A detailed description of the remedial action and remedial technology to be used.
- Identification of all applicable remediation standards.
- A plan to evaluate the effectiveness of the remedial action.
- A list of required local and state permits.
- An estimated completion date and schedule.

## **Project Management/Meetings**

This task has been set up to address issues and track time not specifically addressed within this proposal including correspondence/telecommunication with GBE personnel, representatives from the law firm of Parker/McCay, NJDEP officials as well as communication with the new law firm retained to address offsite gasoline discharges and insurance recovery issues.



**FEE AND SCHEDULE**

FPA’s proposed services will be performed as follows:

Preliminary Assessment and Report, lump sum .....	\$3,850.00
Coordination, Transportation & Disposal of Non RCRA/Non Hazardous 55-gallon Drums of Soil and Water, lump sum .....	\$3,476.00
Preparation of RAW, lump sum.....	\$4,500.00
Project Management, time & materials .....	<u>\$5,600.00</u>
<b>Lump Sum Total .....</b>	<b>\$17,426.00</b>

FPA is prepared to begin work upon receipt of written notice to proceed (NTP). Site visit will be performed within one week from receipt of NTP; the PA report will be submitted within 30 days from NTP.

**TERMS & CONDITIONS**

Proposal is subject to terms and conditions of our original contract with GBE. The PA is being prepared to be used for informational purposes at this time and is not intended to be submitted to the NDJEP at this time.

If you have any questions, please do not hesitate to call me at 732-312-9820.

Very truly yours,

**FRENCH & PARRELLO ASSOCIATES, PA**

Edward Hamilton, PG  
Senior Project Manager-Environmental Services  
edward.hamilton@fpaengineers.com

ACCEPTED BY: \_\_\_\_\_

NAME (Printed): \_\_\_\_\_

TITLE & COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_