Carlson McLain

REMEDIATION
INVOICE PAYMENT ROUTING SLIP

Staff Person K. Sorber **LOG #** **MSR** ~~0537~~ 0537

Site Name:
Former Food + Fuel
Purchase Order #: 3000011949
Funding Source: R32 G200 PR10
PROJECT CODE/ID #: ~~300~~ R32PJXLS0018925
Invoice #: 00248608

By your initials, you are verifying that the work was performed within the term of the contract and Work Order that billing has been reviewed against the terms of the contract and a determination of eligible costs has been made, and a sufficient encumbrance currently exists for this contract under this allotment number to pay authorized amount noted.

ROUTING:	INITIAL	DATE
Reg Rep/ Eng/Hydro/PM		
Project Leader	KAS	4/9/15
Contract Manager	Sh	4/15/15
Unit Supervisor	AE	4-15-15
Authorized REP	AE	4-15-15
Chantle Andersen	CA	4-15-15

PAYMENT

Payment Amount:

$ 666.37

☐ Final Payment/Close Purchase Order

☐ Partial Payment

☐ Payment Refusal

by:
when:
how:

Prevailing Wages Required ☐ Yes or ☒ No

If Yes, attach Prevailing Wage Payroll Info.

IC 134 Required ☐ Yes or ☒ No

If Yes, attach e-mail confirming Contractor Affidavit Submitted

Return to Fiscal by: 4-3

COMMENTS:

for site cls - receptor notice & correspondence w/ interested parties

R held 37.86

R to be paid 325.59

Carlson McCain

MAR 25 2015

BY: E

ENVIRONMENTAL • ENGINEERING • LAND SURVEYING

March 25, 2015

Minnesota Pollution Control Agency
Fiscal Services Division
Attn: Ms. Katherine Serier
520 Lafayette Road
St. Paul, Minnesota 55155

Re: Invoice #0024868 (3rd/Final Invoice)
Additional Subsurface Investigation
Former Food & Fuel
4020- 233rd Avenue Northwest
St. Francis, MN 55070
MPCA Leak #18925
Work Order #3000011949

Dear Ms. Serier:

Please find attached the 3rd and Final invoice for Limited Site Investigation (LSI) activities conducted at the former Food & Fuel property (Site) located at 4020 – 233rd Avenue NW in St. Francis, Minnesota. The attached invoice (#0024868) includes non-specific administration, agency update and City of St. Francis correspondence conducted at the Project Manager rate of $92.07 by Chris Loch. In addition, receptor follow-up release notification letters were completed at the Scientist II and I rates of $83.44 and $69.05 by Chris Loch and Rachel Kane, respectively.

Because the project is 100% complete, Carlson McCain is requesting all monies retained with the current invoice (#0024868) and the previously submitted invoiced (#0024243 and #0024524) for payment. The total amount retained and requested for payment is $325.59. The grand total requested for payment, which includes the current invoice and all retained amounts on previous invoices, is $666.37.

If you have any questions or request additional information, you may contact me at (952) 346-3913 or email cloch@carlsonmccain.com. Thanks again for the opportunity to complete this investigation on behalf of the MPCA.

Sincerely,

Carlson McCain, Inc.

Chris Loch
Senior Project Manager

Enclosure

Carlson McCain

INVOICE

PLEASE MAIL ALL PAYMENTS TO:
Carlson McCain, Inc.
248 Apollo Drive, Suite 100 • Lino Lakes, MN 55014
Tel 763-489-7900 • Fax 763-489-7959

Minnesota Pollution Control Agency
Attn: Fiscal Services Division
520 Lafayette Road North
St. Paul, MN 55155

Invoice Date: March 19, 2015
Project: No: 5306-00
Invoice No: 0024868
Project Manager: Christopher Loch

Project: Former Food & Fuel
Purchase Order/Work Order #3000011949
MPCA Leak #18925
Total budget ($7,177.70)
Contract ID #83701

* FINAL WORK ORDER INVOICE *

Professional Services Through February 28, 2015

Phase 001	**Subsurface Investigation**			
Professional Personnel				
	Hours	**Rate**	**Amount**	
C. Loch - Project Geologist				
Scientist 2	.50	83.44	41.72	
Project Manager	2.30	92.07	211.76	
R. Kane - Staff Geologist				
Scientist 2	1.50	83.44	125.16	
Totals	4.30		378.64	
Total Labor				**378.64**
Retainage				
Current Retainage	37.86 (10.00 % of 378.64)			**-37.86**
Prior Retainage	113.14			
Retainage-To-Date	151.00			
			Total this Phase	**$340.78**
			Total this Invoice	**$340.78**

Project No:	5306-00	Former Food & Fuel	Invoice No.	0024868

Billing Backup

Carlson McCain, Inc. — Invoice Dated 3/19/2015

Project: Former Food & Fuel

Phase **001** **Subsurface Investigation**

Professional Personnel

		Hours	Rate	Amount
C. Loch - Project Geologist				
Professional Services				
1/22/2015	I-32 Nonspecific administration Project status, review budget, budget track and invoice	.80	92.07	73.66
2/2/2015	I-1 Agency update Correspondence with Katherine Serier (MPCA PM) - closing the release	.50	92.07	46.04
2/2/2015	I-3 Applicant status update Status of project with Barb Held (City of St. Francis)/MPCA closing the release	.60	92.07	55.23
2/2/2015	I-32 Nonspecific administration Review and correct recent remaining budget spreadsheet	.40	92.07	36.83
2/5/2015	IO-1 Other tasks Review release notification follow-up letters and send out	.50	83.44	41.72
R. Kane - Staff Geologist				
Professional Services				
2/5/2015	IO-1 Other tasks Prepare/Send out Release Notification Followup	1.50	83.44	125.16
	Totals	4.30		378.64
	Total Labor			**378.64**
		Total this Phase		**$378.64**
		Total this Report		**$378.64**

Carlson McCain, Inc.

Site Name: Former Food & Fuel
Site Location: 4020 - 233rd Ave NW - St. Francis, MN
State Job #: MPCA Leak #18925
Invoice Period: 1/22/15 through 2/28/15 (#0024868)

Work Order Amount: $7,177.70
Work Order No.: 3000011949
Work Order End Date: 6/30/2015

Contract ID/Shell No.: 83701
Contingency Amount: N/A
Amendment Amount: N/A

TASK	Work Order Amount	Approved Contingency Amount	Revised Task Budget	Total Previous Invoices	Current Invoice	10% Retainer	Amount Due (Less Retainer)	Total Expanded to Date	Total Remaining Budget	% Budget Expended	% Scope of Work Completed
Task 1 - Subsurface Investigation											
MPCA Status Updates	$ 184.14	$ -	$ 184.14	$ 82.86	$ 46.04	$ 4.60	$ 41.44	$ 128.90	$ 55.24	70%	100%
Site Specific Health & Safety Plan	$ 46.04	$ -	$ 46.04	$ 46.04	$ -	$ -	$ -	$ 46.04	$ -	100%	100%
Site Access/Coordination with City	$ 184.14	$ -	$ 184.14	$ 46.04	$ 55.23	$ 5.52	$ 49.71	$ 101.27	$ 82.87	55%	100%
Field Work Notification & Scheduling	$ 158.25	$ -	$ 158.25	$ 158.24	$ -	$ -	$ -	$ 158.24	$ 0.01	100%	100%
Project Administration	$ 276.21	$ -	$ 276.21	$ 156.52	$ 110.49	$ 11.05	$ 99.44	$ 267.01	$ 9.20	97%	100%
Utility Clearance	$ 46.04	$ -	$ 46.04	$ 46.04	$ -	$ -	$ -	$ 46.04	$ -	100%	100%
Release Notification Follow-up	$ 166.88	$ -	$ 166.88	$ -	$ 166.88	$ 16.69	$ 150.19	$ 166.88	$ -	100%	100%
Soil & Vapor Boring Oversight & Sampling	$ 529.44	$ -	$ 529.44	$ 397.08	$ -	$ -	$ -	$ 397.08	$ 132.36	75%	100%
Sample Shipping & Transportation	$ 66.18	$ -	$ 66.18	$ 66.18	$ -	$ -	$ -	$ 66.18	$ -	100%	100%
Travel Time	$ 132.36	$ -	$ 132.36	$ 132.36	$ -	$ -	$ -	$ 132.36	$ -	100%	100%
Vehicle mileage	$ 50.40	$ -	$ 50.40	$ 50.40	$ -	N/A	$ -	$ 50.40	$ -	100%	100%
Per Diem Lunch	$ 11.00	$ -	$ 11.00	$ -	$ -	N/A	$ -	$ -	$ 11.00	0%	100%
Photoionization Detector (PID)	$ 75.00	$ -	$ 75.00	$ 75.00	$ -	N/A	$ -	$ 75.00	$ -	100%	100%
Electronic Water Level Indicator	$ 10.00	$ -	$ 10.00	$ 10.00	$ -	N/A	$ -	$ 10.00	$ -	100%	100%
Total Task 1	$ 1,936.07	$ -	$ 1,936.07	$ 1,266.76	$ 378.64	$ 37.86	$ 340.78	$ 1,645.40	$ 290.68	85%	100%
Task 2 - Monitoring Report Preparation											
Guidance Document 4-08 Preparation	$ 1,812.63	$ -	$ 1,812.63	$ 1,745.88	$ -	$ -	$ -	$ 1,745.88	$ 66.75	96%	100%
Total Task 2	$ 1,812.63	$ -	$ 1,812.63	$ 1,745.88	$ -	$ -	$ -	$ 1,745.88	$ 66.75	96%	100%
Task 3 Laboratory Analysis											
Lab (Soil & GW Samples)	$ 524.00	$ -	$ 524.00	$ 424.00	$ -	N/A	$ -	$ 424.00	$ 100.00	81%	100%
Total Task 3	$ 524.00	$ -	$ 524.00	$ 424.00	$ -	N/A	$ -	$ 424.00	$ 100.00	81%	100%
Task 4 Soil Boring Advancement/Drilling											
Driller - 2 soil borings	$ 2,905.00	$ -	$ 2,905.00	$ 2,448.90	$ -	N/A	$ -	$ 2,448.90	$ 456.10	84%	100%
Total Task 4	$ 2,905.00	$ -	$ 2,905.00	$ 2,448.90	$ -	N/A	$ -	$ 2,448.90	$ 456.10	84%	100%
Total Costs	$ 7,177.70	$ -	$ 7,177.70	$ 5,885.54	$ 378.64	$ 37.86	$ 340.78	$ 6,264.18	$ 913.53	87%	100%

Work Order Retainage Summary

Task	Invoice # & Date	Retainage	Requested Payment on Invoice
1	24243 (12/18/14)	$ 103.93	$ 103.93
3	24243 (12/18/14)	$ -	$ -
4	24243 (12/18/14)	$ -	$ -
1	24524 (1/22/15)	$ 9.21	$ 9.21
2	24524 (1/22/15)	$ 174.59	$ 174.59
1	24868 (3/19/15)	$ 37.86	$ 378.64
Total Retainage:		$ 325.59	$ 666.37

Current Invoice + Retainer Amount Due:
$ 666.37

Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Work Order Summary Report

Petroleum Remediation Program

Doc Type: Contractual Work Plan

Project Identification Information

MPCA Project Number: Leak #18925 – Former Food and Fuel – St. Francis, Minnesota (WO #3000011949)

Summary Report of Completed Work Order

Include this portion only when submitting the final invoice for the completed Work Order.

Were all Tasks included in the Work Plan completed? ☒ Yes ☐ No If no, please explain.
Was the Work Plan completed in the time frame indicated? ☒ Yes ☐ No If no, please explain.
Was the Work Plan completed within the original cost proposal? ☒ Yes ☐ No If no, please explain.
Were any DBE (includes MBE and WBE) or TG/ED vendors used as part of this Work Plan? ☐ Yes ☒ No If yes, please list.

Were all proposed Green Practices implemented? ☒ Yes ☐ No If no, please explain.

Green Practices Metrics Table

Item letter	Results	Units	Quantity	Product brand	Value
1.A – Recycled Content Product Usage	Used paper with recycled content of 30% - work order copy and receptor release notification follow-up letters.	pages	33	Office Depot - Green	$0.34 (Expense)
2.A – Reduce VMTs	Used a local lab (Pace); minimal trips to Site (1); conduct work from Maple Plain office; one trip for drilling and contracted nearest driller (Thein)	Miles	90	N/A	$50.40 (Expense)
2.C – Anti-idling	Vehicles turned off while on-site or not drilling	Hours	6	N/A	$6.00 (Savings)
2.F – Other Transportation	Fuel efficiency – minimal travel – field work from Maple Plain office/proper tire pressure and utilized cruise control for higher gas mileage.	Miles	90	N/A	Saved 0.25 gallons - $0.75 (Savings)
3.A – Reusable Sampling Equipment	PID & water level meter use – rechargeable units/clean re-used summa cans and coolers from lab	Day	1.0	Mini-Rae	$8.00 (Savings)
3.B – Green Chemistry	Used Pace Analytical for analysis of samples - received only electronic copies of analytical reports	Event	1	Pace Analytical Services	$424 (Expense)
4.B – Report Submittal (Electronic)	Work plan & proposal and SCOFs electronically/Monitoring report electronically sent	pages	73	Office Depot - Green	$0.74 (Savings)

Consultant Information and Signatures

Company name: Carlson McCain, Inc.

Consultant name (print): Chris Loch

Consultant signature: Chris Loch

Date: 3/25/15

Dinnebier, Lynette (MPCA)

From: Chris Loch <cloch@carlsonmccain.com>
Sent: Wednesday, March 25, 2015 12:32 PM
To: #MPCA_PCA Accounts Payable
Cc: Val McCain
Subject: Former Food & Fuel - St. Francis, MN (Leak #18925) 3rd/Final Invoice Package
Attachments: 3rd Final invoice package.pdf

To whom it may concern:

Please find attached the 3rd and Final invoice package for work associated with the work order #3000011949 for the former Food and Fuel (Site) located in St. Francis, MN. Ms. Katherine Serier is the MCPA Project Manager. Thanks again for the opportunity to complete this project on behalf of the MPCA.

Sincerely,

Chris Loch
Senior Project Manager

Carlson McCain, Inc.
P.O. Box 429 | Maple Plain, MN 55359
Tel 952-346-3913 | Cell 651-285-5954 | Fax 952-346-3901
www.carlsonmccain.com

Minnesota Pollution Control Agency
Tales - Individual Work Order Summary

April 09, 2015

Interest Name: Former Food-n-Fuel
Work Order Number: 3000011949
Preferred Id: 18925

MPCA Project Manager: Serier, Kathryn
Verbal Date:

Funding Flags

Merla Elig	Fed Tank Elig	State Elig	Other Elig	Amend Flag
☐	☑	☐	☐	☐

Amounts

Work Order Amount:	7,177.70	Contingency Amount:	.00
App. Change Orders:	0.00	Contingency Balance:	.00
Approved Amend Amount:	.00		
		Retainage Balance:	0.00
Approved Budget:	7,177.70	Total Invoice Amounts:	6,264.18
Funds Available:	913.52	Invoices Paid Sum:	6,264.18

Invoices

Invoice Number	Invoice Date	Invoice Amount	Invoice Paid Amount	Invoice Paid Date	FY	Retainage Held:	Retainage Paid:
24243	12/29/2014	3,943.66	3,943.66		2015	103.93	0.00
For additional boring work.							
24524	01/22/2015	1,654.15	1,654.15		2015	183.80	0.00
For report - for additional borings							
24868	03/25/2015	666.37	666.37		2015	37.86	325.59
For receptor notice and other pm							