

CA

Carlson McCain

REMEDATION
INVOICE PAYMENT ROUTING SLIP

Staff Person

K. Serier

LOG # MSR

8928

Site Name:	Former Lead + Fuel
Purchase Order #:	3000009814
Funding Source:	R32 G200 PRP
PROJECT CODE/ID #:	R32 PXL S0018925
Invoice #:	0022860

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

KS 8/4/14

Contract Manager

JR 8/5/14

Unit Supervisor

QE 8-5-14

Authorized REP

QE 8-5-14

Chantle Andersen

CA 8-6-14

COMMENTS:

For report prep.

final

691.34 - retainage
duePAYMENT

Payment Amount:

\$ 3,107.84

☒ Final Payment/Close Purchase Order☐ Partial Payment☐ Payment Refusal

by: _____

when: _____

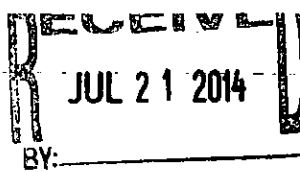
how: _____

Prevailing Wages Required ☐ Yes or ☒ No

If Yes, attach Prevailing Wage Payroll Information

Return to Fiscal by:

7/31



ENVIRONMENTAL • ENGINEERING • LAND SURVEYING

July 21, 2014

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

Re: Invoice #0022860 (3rd & Final Invoice)
Standard Scope of Work Limited Site Investigation
Former Food & Fuel
4020- 233rd Avenue Northwest
St. Francis, MN 55070
MPCA Leak #18925
Work Order #3000009814

Dear Ms. Serier:

Please find attached the 3rd and final invoice for standard scope of work 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 (#0022860) includes project management activities (i.e. agency update, non-specific administration and City of St. Francis correspondence) associated with Task 001, conducted at the Project Manager rate of \$92.07 by Chris Loch. In addition, the invoice includes Limited Site Investigation (LSI) report preparation costs associated with Task 002. LSI report preparation was billed at the Scientist II rate of \$83.44 by Chris Loch; the Scientist I rate of \$69.05 by Rachel Kane for data reduction, tables and figure prep associated with the report; Project Management rate of \$92.07 by Barb Ryan for report review; and the Drafting Technician rate of \$57.54 by Dan Wilke for drafting Site figures.

Because the work order is complete, Carlson McCain is requesting all monies retained with the current invoice (#0022860) and the previously submitted invoices (#0021990 and #0022138) for payment. The total amount retained and requested for payment is \$691.34. The grand total requested for payment, which includes the current invoice and the retained amount on the previous invoices, is \$3,107.84.

If you have any questions or request additional information, you may contact me at (952) 346-3913 or email cloch@carlsonmccain.com.

Sincerely,

Carlson McCain, Inc.

Chris Loch
Senior Project Manager

Enclosure



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

June 30, 2014
Project No: 4977-00
Invoice No: 0022860
Project Manager Christopher Loch

Project 4977-00 Former Food & Fuel

Purchase Order/Work Order #3000009814

MPCA Leak #18925

Total budget (\$15,859.15)

Contract #73951

* FINAL INVOICE FOR WORK ORDER *

Professional Services Through June 30, 2014

Phase 001 Subsurface Investigation

Professional Personnel

	Hours	Rate	Amount
C. Loch - Project Geologist			
Project Manager	1.45	92.07	133.50
Totals	1.45		133.50
Total Labor			133.50

Retainage

Current Retainage	13.35 (10.00% of 133.50)	-13.35
Prior Retainage	389.18	
Retainage-To-Date	402.53	

Total this Phase \$120.15

Phase 002 LSI Report Preparation

Professional Personnel

	Hours	Rate	Amount
B. Ryan - Project Geologist			
Project Manager	2.00	92.07	184.14
C. Loch - Project Geologist			
Scientist 2	20.40	83.44	1,702.18
D. Wilke - Staff Engineer			
CADD Specialist	4.00	57.54	230.16
R. Kane - Staff Geologist			
Scientist 1	6.30	69.05	435.02
No Charge	2.30		0.00

Project	4977-00	Former Food & Fuel	Invoice
	Totals	35.00	2,551.50
	Total Labor		2,551.50

Retainage

Current Retainage	255.15 (10.00% of 2,551.50)	-255.15
Prior Retainage	33.66	
Retainage-To-Date	288.81	

Total this Phase	\$2,296.35
-------------------------	-------------------

Total this Invoice	\$2,416.50
---------------------------	-------------------

Billing Backup

Thursday, July 17, 2014

Carlson McCain, Inc.

Invoice Dated 6/30/14

1:49:49 PM

Project 4977-00 Former Food & Fuel

Phase 001 Subsurface Investigation

Professional Personnel

	Hours	Rate	Amount
C. Loch - Project Geologist			
Professional Services			
5/6/14 I-32 Nonspecific administration	.35	92.07	32.22
Budget track and approve sub invoices/invoice package and spreadsheet prep			
6/24/14 I-1 Agency update	.60	92.07	55.24
Correspondence with Kathryn Serier (MPCA PM)/status of report and recommendations due to elevated benzene and undefined			
6/24/14 IO-1 Other tasks	.50	92.07	46.04
Correspondence with City of St. Francis			
Totals	1.45		133.50
Total Labor			133.50
Total this Phase			\$133.50

Phase 002 LSI Report Preparation

Professional Personnel

	Hours	Rate	Amount
B. Ryan - Project Geologist			
Professional Services			
6/25/14 I-22 Investigation report RI	2.00	92.07	184.14
Report prep/review			
C. Loch - Project Geologist			
Professional Services			
5/6/14 I-22 Investigation report RI	2.00	83.44	166.88
LSI report preparation			
6/16/14 I-22 Investigation report RI	1.00	83.44	83.44
LSI report prep - grain size analysis/review lab results tables			
6/17/14 I-22 Investigation report RI	2.00	83.44	166.88
LSI report preparation			
6/19/14 I-22 Investigation report RI	4.00	83.44	333.76
LSI report preparation			
6/23/14 I-23 Investigation report LS	5.50	83.44	458.92
LSI report preparation			
6/24/14 I-23 Investigation report LS	2.60	83.44	216.95
LSI report preparation			
6/26/14 I-23 Investigation report LS	3.30	83.44	275.35
Finalize LSI report, electronic copy and send to Kathryn Serier			
D. Wilke - Staff Engineer			

Technical Services			
6/10/14 General	4.00	57.54	230.16
Figures			
R. Kane - Staff Geologist			
No Charge			
6/12/14 I-23 Investigation report LS	2.30		0.00
Figure edits/Boring log edits/Cross section edits/Enter data into tables			
Professional Services			
6/2/14 Project Management	1.00	69.05	69.05
Enter data into tables			
6/3/14 Project Management	1.30	69.05	89.77
Enter data into tables for LSI repor			
6/5/14 Project Management	4.00	69.05	276.20
LSI Report Preparation - Add data to report tables/Edit Figures/Prepare cross section for CAD/Complete some sections of report writing			
Totals	35.00		2,551.50
Total Labor			2,551.50
		Total this Phase	\$2,551.50
		Total this report	\$2,685.00

Statement

Carlson McCain, Inc.
248 Apollo Drive, Suite 100
Lino Lakes, MN 55014
(763) 489-7900
www.carlsonmccain.com

June 30, 2014
Project No: 4977-00

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

Project: 4977-00 Former Food & Fuel

Purchase Order/Work Order #3000009814
MPCA Leak #18925
Total budget (\$15,859.15)
Contract #73951

* FINAL INVOICE FOR WORK ORDER *

Outstanding Invoices

Number	Date	Invoiced	Balance Due
0021990	4/14/14	10,691.88	343.43
0022138	5/6/14	1,767.10	79.41
0022860	6/30/14	2,685.00	2,685.00
Statement Totals		15,143.98	3,107.84

Carlson McCain, Inc.

Site Name: Former Food & Fuel
Site Location: 4020 - 233rd Ave NW - St. Francis, MN
State Job #: MPCA Leak #18925
Invoice Period: 5/6/14 through 6/30/14 (#0022860)

Work Order Amount: \$15,859.15
Work Order No.: 300009814
Work Order End Date: 6/30/2014

Contract ID/Shell No.: 73951
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 Expended to Date	Total Remaining Budget	% Budget Expended	% Scope of Work Completed
Task 1 - Subsurface Investigation											
MPCA Status Updates	\$ 184.14	\$ -	\$ 184.14	\$ 128.90	\$ 55.24	\$ 5.52	\$ 49.72	\$ 184.14	\$ -	100%	100%
Site Specific Health & Safety Plan	\$ 92.07	\$ -	\$ 92.07	\$ 92.07	\$ -	\$ -	\$ -	\$ 92.07	\$ -	100%	100%
Site Access/Coordination with City	\$ 230.18	\$ -	\$ 230.18	\$ 118.89	\$ 48.04	\$ 4.80	\$ 41.44	\$ 165.73	\$ 64.45	72%	100%
Background Review/Historical Research	\$ 184.14	\$ -	\$ 184.14	\$ 184.14	\$ -	\$ -	\$ -	\$ 184.14	\$ -	100%	100%
UST Excavation Report Prep (3-02)	\$ 707.79	\$ -	\$ 707.79	\$ 707.79	\$ -	\$ -	\$ -	\$ 707.79	\$ -	100%	100%
Field Work Notification & Scheduling	\$ 276.21	\$ -	\$ 276.21	\$ 276.20	\$ -	\$ -	\$ -	\$ 276.20	\$ 0.01	100%	100%
Project Administration	\$ 368.26	\$ -	\$ 368.26	\$ 331.46	\$ 32.22	\$ 3.22	\$ 29.00	\$ 363.68	\$ 4.60	99%	100%
Utility Clearance	\$ 48.04	\$ -	\$ 48.04	\$ 48.04	\$ -	\$ -	\$ -	\$ 48.04	\$ -	100%	100%
Surface Water Survey	\$ 149.62	\$ -	\$ 149.62	\$ 149.62	\$ -	\$ -	\$ -	\$ 149.62	\$ -	100%	100%
Vapor Receptor Survey	\$ 299.24	\$ -	\$ 299.24	\$ 299.24	\$ -	\$ -	\$ -	\$ 299.24	\$ -	100%	100%
Water Well Survey	\$ 299.24	\$ -	\$ 299.24	\$ 299.24	\$ -	\$ -	\$ -	\$ 299.24	\$ -	100%	100%
Release Notification Follow-up	\$ 166.88	\$ -	\$ 166.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 166.88	0%	0%
Soil & Vapor Boring Oversight & Sampling	\$ 926.52	\$ -	\$ 926.52	\$ 926.52	\$ -	\$ -	\$ -	\$ 926.52	\$ -	100%	100%
Sample Shipping & Transportation	\$ 66.18	\$ -	\$ 66.18	\$ 66.18	\$ -	\$ -	\$ -	\$ 66.18	\$ -	100%	100%
Travel Time	\$ 264.72	\$ -	\$ 264.72	\$ 264.72	\$ -	\$ -	\$ -	\$ 264.72	\$ -	100%	100%
Vehicle Mileage	\$ 101.70	\$ -	\$ 101.70	\$ 100.80	\$ -	N/A	\$ -	\$ 100.80	\$ 0.90	99%	100%
Per Diem Breakfast	\$ 9.00	\$ -	\$ 9.00	\$ -	\$ -	N/A	\$ -	\$ -	\$ 9.00	0%	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%
Multi-Gas Meter (4-gas)	\$ 18.75	\$ -	\$ 18.75	\$ 18.75	\$ -	N/A	\$ -	\$ 18.75	\$ -	100%	100%
Electronic Water Level Indicator	\$ 10.00	\$ -	\$ 10.00	\$ 10.00	\$ -	N/A	\$ -	\$ 10.00	\$ -	100%	100%
Soil Sampling Supplies	\$ 35.00	\$ -	\$ 35.00	\$ 21.00	\$ -	N/A	\$ -	\$ 21.00	\$ 14.00	60%	100%
Groundwater Sampling Supplies	\$ 42.00	\$ -	\$ 42.00	\$ 42.00	\$ -	N/A	\$ -	\$ 42.00	\$ -	100%	100%
Total Task 1	\$ 4,563.69	\$ -	\$ 4,563.69	\$ 4,159.38	\$ 133.60	\$ 13.35	\$ 120.16	\$ 4,292.86	\$ 270.84	94%	100%
Task 2 - Report Preparation											
Guidance Document 4-06 Preparation	\$ 2,899.22	\$ -	\$ 2,899.22	\$ 336.62	\$ 2,551.50	\$ 255.15	\$ 2,296.35	\$ 2,888.12	\$ 11.10	100%	100%
Total Task 2	\$ 2,899.22	\$ -	\$ 2,899.22	\$ 336.62	\$ 2,551.50	\$ 255.15	\$ 2,296.35	\$ 2,888.12	\$ 11.10	100%	100%
Task 3 Laboratory Analysis											
Lab (Soil, GW, Soil Gas & Grain Size)	\$ 2,746.00	\$ -	\$ 2,746.00	\$ 2,359.00	\$ -	N/A	\$ -	\$ 2,359.00	\$ 387.00	86%	100%
Total Task 3	\$ 2,746.00	\$ -	\$ 2,746.00	\$ 2,359.00	\$ -	N/A	\$ -	\$ 2,359.00	\$ 387.00	86%	100%
Task 4 Soil Boring Advancement/Drilling											
Driller - 1 soil borings/1 vapor boring	\$ 5,650.24	\$ -	\$ 5,650.24	\$ 5,604.00	\$ -	N/A	\$ -	\$ 5,604.00	\$ 46.24	99%	100%
Total Task 4	\$ 5,650.24	\$ -	\$ 5,650.24	\$ 5,604.00	\$ -	N/A	\$ -	\$ 5,604.00	\$ 46.24	99%	100%
Total Costs	\$ 15,859.15	\$ -	\$ 15,859.15	\$ 12,458.98	\$ 2,665.00	\$ 268.50	\$ 2,416.50	\$ 15,143.98	\$ 715.18	95%	100%

Work Order Retainage Summary

Task	Invoice # & Date	Retainage	Requested Payment on Invoice
1	0021990 (4/14/14)	\$ 329.62	\$ 329.62
2	0021990 (4/14/14)	\$ 13.81	\$ 13.81
3	0021990 (4/14/14)	\$ -	\$ -
4	0021990 (4/14/14)	\$ -	\$ -
1	0022138 (4/26/14)	\$ 59.56	\$ 59.56
2	0022138 (4/26/14)	\$ 19.85	\$ 19.85
3	0022138 (4/26/14)	\$ -	\$ -
1	0022860 (6/30/14)	\$ 13.35	\$ 133.50
2	0022860 (6/30/14)	\$ 255.15	\$ 2,551.50
Total Retainage:		\$ 691.34	\$ 3,107.84

Current Invoice + Retainer Amount Due:
\$ 3,107.84



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 #3000009814)

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 survey 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 receptor walkthrough and drilling and contracted nearest driller (Thein)	Miles	180	N/A	\$101.70 (Expense)
2.C – Anti-idling	Vehicles turned off while on-site or not drilling	Hours	12	N/A	\$12.00 (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	180	N/A	Saved 0.5 gallons - \$1.75 (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	\$2,359.00 (Expense)
4.B	Work plan & proposal and SCOFs electronically/LSI report electronically sent	pages	10	Office Depot - Green	\$0.10 (Savings)

Consultant Information and Signatures

Company name: Carlson McCain, Inc.

Consultant name (print): Chris Loch

Consultant signature: _____

Date: 7/21/14

Dinnebier, Lynette (MPCA)

From: Chris Loch <cloch@carlsonmccain.com>
Sent: Monday, July 21, 2014 2:24 PM
To: #MPCA_PCA Accounts Payable
Cc: Val McCain
Subject: Former Food & Fuel, St. Francis, MN (Leak #18925)
Attachments: 3rd and final invoice package.pdf

To whom it may concern:

Please find attached the 3rd and final invoice package associated with the work order for the former Food & Fuel (Site) located in St. Francis, MN (MPCA Leak #18925). The work order (#3000009814) is currently complete. That said, Carlson McCain is requesting the retainer amount on the current invoice and the previous invoices for payment. The invoice statement, summarizing current and previous retainages is attached within the package.

Any questions or concerns, please contact me.

Thanks again for the opportunity to complete this project on behalf of the MPCA.

Chris Loch
Environmental 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

August 04, 2014

Interest Name: Former Food-n-Fuel
Work Order Number: 3000009814
Preferred Id: 18925

MPCA Project Manager: Serier, Kathryn
Verbal Date:

Amounts			
Work Order Amount:	15,859.15	Contingency Amount:	.00
App. Change Orders:	0.00	Contingency Balance:	.00
Approved Amend Amount:	.00		
Approved Budget:	15,859.15	Retainage Balance:	0.00
Funds Available:	715.17	Total Invoice Amounts:	15,143.98
		Invoices Paid Sum:	15,143.98

Funding Flags				
Merla Elig	Fed Tank Elig	State Elig	Other Elig	Amend Flag
☐	☒	☐	☐	☐

Invoices

Invoice Number Invoice Date Invoice Amount Invoice Paid Amount Invoice Paid Date FY Retainage Held: Retainage Paid:
Invoice Description

21990	04/14/2014	10,348.45	10,348.45	2014	343.43	0.00
For LSI work including drilling and lab analytical						
22138	05/06/2014	1,687.69	1,687.69	2014	79.41	0.00
For LSI work including lab						
22860	07/21/2014	3,107.84	3,107.84	2014	268.50	691.34
For report prep and final wo wrap up. Final invoice.						

Ammendments + Change Orders

Adjustment Type Amount Approved Date Fiscal Year
Description

Change Order	.00	03/12/2014	2014
Verbal - 03/11/14 - transfer money for snow removal - "unexpected/urgent situation".			