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June 21, 2006

Mr. David Cobrain
State of New Mexico Environment Department
Hazardous Waste Bureau
2905 Rodeo Park Drive East, Building 1
Santa Fe, New Mexico 87505-6303



RE: Work Assignment No. 06280.130; State of New Mexico Environment Department, Santa Fe, New Mexico; General Permit Support Contract; Sandia National Laboratories Groundwater Modeling and Expert Witness Support

Dear Mr. Cobrain,

Enclosed please find the newly issued Work Plan under the new contract to assist the New Mexico Environment Department (NMED) Hazardous Waste Bureau (HWB) in providing continued support for groundwater modeling and expert witness support for Sandia National Laboratories (SNL). The project also includes providing support to address public comments received by NMED during the public comment period. Since the public meetings and public hearing have been scheduled around the time of the contract change over it was decided to provide these tasks in this work plan in order to ensure continuity. If, of course, these meetings are completed prior to the new contract being issued then this work plan will be modified.

If you have any questions, please feel free to contact me at (303) 464-6525.

Sincerely,

June K. Dreith
Program Manager

Enclosure

cc: Mr. John Kieling, NMED, HWB
TechLaw Files
Dallas Files

WORK PLAN

**SANDIA NATIONAL LABORATORIES GROUNDWATER AND
EXPERT WITNESS SUPPORT**

Submitted by:

**TechLaw, Inc.
3920 West 98th Place
Westminster, CO 80031**

Submitted to:

**Mr. David Cobrain
State of New Mexico Environment Department
Hazardous Waste Bureau
2905 Rodeo Park Drive East
Building 1
Santa Fe, New Mexico 87505**

In response to:

Work Assignment No. 06280.130

June, 2006

INTRODUCTION

The New Mexico Environment Department Hazardous Waste Bureau (NMED HWB) requested assistance from TechLaw, Inc. (TechLaw) in providing support for the Sandia National Laboratories, regarding evaluation of groundwater modeling, public meeting and public hearing testimony and responding to public comments. The scope of work is to include general support in the review and evaluation groundwater documents, evaluate the facility's responses to NMED comments, and attendance of public meetings or public hearings in Santa Fe New, New Mexico. TechLaw will also assist NMED in responding to public comments, formulating a public comment matrix, and addressing public comment. This work plan presents the technical approach, task descriptions, progress reports, quality control, staffing and management, subcontracting, performance evaluation criteria, and cost estimate.

TECHNICAL APPROACH

TechLaw will review and evaluate the groundwater modeling documents based on EPA and NMED guidance documents and provide NMED comments on these documents. As part of this evaluation, TechLaw will also address NMED comments as well as any facility comments. TechLaw will support NMED at public meetings and public hearings and provide written or oral testimony at these meetings/hearings. Prior to the hearing and meetings TechLaw will consult with NMED and NMED attorney's to determine the level of effort for TechLaw.

TechLaw will assist NMED by responding to public comments. TechLaw will provide public comments in a matrix format which briefly addresses the comment, identifies the name and organization of the person providing comment and then provides responses to the comment. This draft document will be provided to NMED, and modified as required by NMED.

PROJECTS AND TASKS

Task 01 – Project Management

Provide management oversight of the project, which will include availability of the TechLaw Program Manger and TechLaw Work Assignment Manager to NMED. Conference calls, project tracking, and monthly reports are included in this task.

Task 02 – Groundwater Flow Modeling Document Support

Perform technical review of groundwater flow modeling results for SNL. Provide comments and respond to NMED evaluation of comments.

Task 03 – Meetings

Attend public meetings and public hearings. These tasks include travel to Santa Fe, New Mexico. Provide written or oral testimony, or respond to comments as directed by NMED.

TASK 04 – Public Matirx

TechLaw, at the direction of NMED, will prepare a public matrix to address all public comments. This matrix will address the person generating the comment, the person's organization (if applicable), the comment and the response to comment.

Task 05 – QC of Deliverables

All final deliverables will have a senior level person conduct a quality control review.

SUBCONTRACT

No subcontractors are associated with this project.

PROGRESS REPORTS

Information regarding the status of this project will be included in monthly progress reports prepared by TechLaw. The reports will be a brief summary of project status, to include:

- Work completed to date;
- Difficulties encountered and remedial action taken;
- Anticipated activity during the subsequent reporting period;
- Funding status; and
- Issues/topics that have arisen.

QUALITY CONTROL PLAN

The TechLaw Program Manager will review all deliverables prior to providing the deliverables to the NMED. The Program Manager will also conduct milestone checks on each task outlined in the SOW and all other activities to ensure that the project is proceeding as scheduled. The Project Manager will be in constant communication with NMED to ensure task accomplishment.

STAFFING AND MANAGEMENT

Ms. June Dreith will serve as the TechLaw Program Director. Ms. Dreith is an environmental specialist with 20 years professional experience, including management of permits and other projects.

Mr. Gary Walvatne will serve as technical lead on the groundwater modeling work and will respond to public comments. Mr. Gary Walvatne is a licensed geologist in the State of Oregon and Washington, and has a BA degree in Geology from Carlton Collage, and course work in hydrogeology. Mr. Walvatne has 24 years of experience in the environmental area.

Mr. Greg Starkebaum will provide QC of all final documents. Mr. Starkebaum has 16 years of consulting experience in RCRA and CERCLA and has a MS degree in civil engineering from the University of Colorado.

Ms. Christi Olin is the Administrative Assistant for the Denver office and has over 15 years experience in project assistance and administrative and clerical responsibilities. She will be involved in the Denver office files.

Ms. Susan Pearson is an Administrative Assistant in the Denver office and has over 10 years of experience in administrative and clerical responsibilities. She will be involved in the Denver office files.

Individual staff responsibilities are shown in Attachment I, and hourly allocations are shown in Attachment II.

PERFORMANCE SCHEDULE

TechLaw shall complete the tasks in accordance with a schedule agreed upon with NMED. TechLaw is aware of the need by NMED to expedite the schedule and will work in a timely fashion and meet the schedules agreed upon. Work on the tasks will not occur until NMED agrees to the costs related to the specific tasks assignments, the schedule, and final written approval from NMED is received. NMED is aware that delay in the approval of cost may impact the final schedule provided. It is expected that much of the work will occur in the next two months.

COST ESTIMATE

The estimated cost for completing projects tasks scheduled to date is included as Attachment III.

ATTACHMENT I

STAFF RESPONSIBILITY CHART

STAFF	ROLE	AREAS OF RESPONSIBILITY
J. Dreith	Project Manager/ Work Assignment Manager	General program oversight, monitoring of project planning and implementation, including performance of activities. Program management including tracking financial activities. Overall project management including day-to-day management of project progress, project tracking, liaison to State, including performance of activities.
G. Walvatne	Technical Staff	Evaluate groundwater information, attend public meetings and hearing, prepare public comment matrix.
G. Starkebaum	QA/QC Staff	Senior level review of deliverables.
C. Olin	Administrative Assistant	Project assistance and general administrative assistance.
S. Pearson	Clerical	Project assistance and clerical responsibilities.

ATTACHMENT II

STAFFING HOURLY ALLOCATIONS

<u>Name</u>	<u>01</u>	<u>02</u>	<u>03</u>	<u>04</u>	<u>05</u>	<u>Total</u>
<u>Project Manager</u>						
J. Dreith	16	--	--	--	4	20
<u>Staff</u>						
G. Walvatne	--	40	48	40	--	128
G. Starkebaum	--	--	--	--	30	30
<u>Administrative Assistant</u>						
C. Olin	4	--	4	--	--	8
S. Pearson	--	4	4	--	--	8
TOTAL	<u>20</u>	<u>44</u>	<u>56</u>	<u>40</u>	<u>34</u>	<u>194</u>

ATTACHMENT III

COST ESTIMATE

NAME	P-LEVEL	HOURS	COST
J. Dreith	R-4	20	\$ 2,429.00
G. Walvatne	R-4	128	\$ 3,137.40
G. Starkebaum	R-4	30	\$11,930.88
C. Olin	T-1	8	\$ 440.40
S. Pearson	C-1	8	\$318.88
Total Labor			\$ 18,256.56
Other Direct Costs:			
Reproduction (2,000 Copies @ .08/each)		\$ 160.00	
Telephone (300 Minutes @ .20/each)		60.00	
Telephone-Conference Calls (3 Calls @ 150/each)		450.00	
Computer (164 DL hours @ 1.07/each)		207.58	
Postage/Shipping (50 Lbs. @ 3.99/pound)		199.50	
Total Other Direct Costs			\$ 1,077.08
Travel Cost:			
Portland/Sante Fe (1 person, 3 days - 2 trips)			
Airfare		\$ 1,856.00	
Hotel (2 trips)		696.00	
Meals		174.00	
Rental Car (twice)		464.00	
Mileage & Parking (twice)		139.20	
Total Travel Costs:			\$ 3,329.20
Total Estimated Costs Including Fee			\$ 22,662.84