



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Site Remediation Program
Bureau of Contract and Fund Management
401 East State Street, P.O. Box 413
Trenton, NJ 08625-0413
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CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

BOB MARTIN
Acting Commissioner

January 1, 2010

Dear UST Fund Applicant or Consultant:

Enclosed you will find an updated version of the Department of Environmental Protection (NJDEP) Petroleum Underground Storage Tank Remediation, Upgrade & Closure Fund (UST Fund) Cost Guide. The latest version of the UST Fund Cost Guide is now utilized by the NJDEP and the NJEDA in accordance with N.J.S.A. 58:10A-37.5b. The UST Fund Cost Guide will be used for the reimbursement of costs associated with regulated and unregulated leaking tanks as well as non-leaking residential heating oil tanks. Versions of this Cost Guide may now be found on the web at www.nj.gov/dep/srp/finance/ustfund.

This Cost Guide will become effective with the following conditions:

- All new applications that have been submitted to the NJDEP prior to and after January 1, 2010, and have not yet been forwarded to the New Jersey Economic Development Authority (NJEDA) for approval will be reviewed utilizing the 2010 Cost Guide.
- All previously approved applications (applications where the NJEDA has approved funding) will have costs submitted and reviewed (e.g. invoices and subcontractor invoices) utilizing the Cost Guide in effect at that time of their approval. All applications that have already been submitted to the NJDEP may not be withdrawn for the purpose of revising the cost proposals.
- The cost proposals submitted with applications to the UST Fund are estimates. Disbursements will be made after the work is performed and sufficient documentation of actual costs incurred is submitted to the NJDEP or NJEDA. This would include, but is not limited to, direct subcontractor invoices and receipts representing actual service, material and equipment costs, and proof of payment such as cancelled checks or invoices marked "paid". It is important that applicants advise their consultants/contractors that this documentation is necessary for the applicant to receive the maximum reimbursement possible from the UST Fund. It is recommended that the applicant make this a requirement in the contract with their consultant/contractor.
- If proposed rates and/or costs related to UST Fund Applications for leaking tanks exceed the UST Fund Cost Guide they must be justified to the satisfaction of the NJDEP. Such justification may include an explanation of specific site conditions that warrant additional effort, specific specialized site needs, etc. It is the responsibility of the applicant to provide such justification. Any costs in excess of those found in the UST Fund Cost Guide that can not be adequately justified may be capped at the UST Fund Cost Guide rates/costs or denied.
- All services, and/or materials that are subcontracted, rented or purchased by the applicant's prime consultant/contractor will be reimbursed at actual cost plus a prime consultant/contractor mark-up not to exceed 15%. The exception to this is if the subcontracted, rented or purchased items are substantiated by quantity documentation only, with no specific unit cost documentation being provided. In these instances the NJDEP will review and consider the appropriate reimbursement on a case by case basis. All such costs must be verified, as discussed above, by the direct subcontractor invoices or material receipts. For example, for soil disposal or waste oil/ wastewater disposal, costs must be verified by receipt of the disposal facility invoice indicating cost per unit and amount (weight or volume) disposed of. For materials that are purchased in bulk by consultants/contractors for use at various sites, a copy of a recent invoice indicating the bulk purchase price would satisfy the documentation requirement.
- The NJDEP will review the proposed scope of work and costs to determine if the level of effort is appropriate for the work proposed. This level of effort review evaluates the amount of time it takes to perform the tasks proposed, as well as the level of personnel necessary to perform these tasks. Any questions about the proposed level of effort will be directed to the applicant and their consultant/contractor. Any level of effort that is found to be in excess of what the NJDEP deems necessary to perform the work proposed will not be approved for funding.

- For regulated UST applications and regulated UST supplemental funding requests, please note that the NJDEP instructs the NJEDA to make a 50% disbursement upon approval of the application, and subsequent to the closing of the grant, and/or loan.
- The UST Fund Cost Guide was developed by evaluating current construction, and/or remediation cost references, other State of New Jersey contracts for similar services or items, the solicitation of quotes from rental companies, and the general experience of NJDEP staff. The UST Fund Cost Guide was not intended to be all-inclusive; encompassing every possible cost associated with underground storage tank closure, replacement and/ or remediation. Any rates/costs proposed that do not appear in the UST Fund Cost Guide will be evaluated on a case-by-case basis using a similar process.
- Any costs not approved by the NJDEP or the NJEDA are the sole responsibility of the applicant.
- Applicants should note the ineligible costs listed on Page 5 of the UST Fund Cost Guide.
- Any questions regarding the attached UST Fund Cost Guide can be directed to the Bureau of Contract & Fund Management, NJDEP @ (609) 777-0101.

IMPORTANT NOTE: In compliance with N.J.S.A. 58:10A-37.5b, the Department of Environmental Protection (Department) has developed and published a cost guidance document that establishes the maximum cost to be paid for the eligible project costs of the closure or replacement of a petroleum underground storage tank used to store heating oil for onsite consumption in a residential building or a petroleum underground storage tank with a capacity of 2,000 gallons or less used to store heating oil for onsite consumption in a nonresidential building. The Department and the New Jersey Economic Development Authority (NJEDA) will use the following Cost Guide to determine costs that are eligible under the UST Fund. A copy of the Cost Guide and other UST Fund information is available on the Department's web site at www.nj.gov/dep/srp/finance/ustfund. Be advised that as of October 3, 2006, due to the enactment of P.L. 2006, c.58, all contractors performing work on non-regulated underground storage tanks, including homeowner heating oil tanks, where work is being funded by the Petroleum Underground Storage Tank Remediation, Upgrade & Closure Fund, must be certified in accordance with N.J.A.C. 7:14B-13.

Respectfully,



Frank Pinto, Chief
NJDEP
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P.O. Box 413
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Trenton, NJ 08625

Attachment G – UST Fund Cost Guide

Underground Storage Tank Removal/ Closure (Unregulated & Regulated) (All prices include excavation, cutting, cleaning, removal, & disposal)	Flat Rate
550 gallons or less	\$1,500
1000 gallons	\$2,100
1500 gallons	\$2,500
2000 gallons	\$2,600
3000 gallons	\$3,500

Above Ground Storage Tank (AST) Installation (Unregulated Tanks, includes tank & labor)	Flat Rate
120 gallons	\$1,700
165 gallons	\$1,800
240 gallons	\$1,950
275 gallons	\$2,000
330 gallons	\$2,400
400 gallons	\$2,600

Underground Storage Tank Installation (Unregulated only) (Will only be reimbursed when AST Installations are not feasible)	Flat Rate
290 - 550 gallons	\$3,000
1000 gallons	\$4,200

Municipal Services (Not subject to a subcontractor markup)	Daily Rate
Permits	At Cost
Police oversight	At Cost

Heavy Equipment	Daily Rate
Mobilization/demobilization - one time allowable per site per machine	\$500
Loader/backhoe w/operator (Mobilization/Demobilization applies)	\$950
Small Trackhoe w/operator (J Deere 200LC or equivalent) (Mobilization/Demobilization applies)	\$1,400
Large Trackhoe w/operator (Cat 325 or equivalent) (Mobilization/Demobilization applies)	\$1,700
Skid Steer Loader w/operator (Mobilization/Demobilization applies)	\$700
Field Vehicle with reusable tools	\$110
Dump Truck w/operator (approx. 12 yd ³)	\$400
Dump Truck, Tandem - Triaxle w/operator (25 yd ³)	\$900
Rolloff Box (20 yd ³)	\$600
Vacuum Truck w/operator	\$800/day or \$100/hr
Geoprobe w/ Operator	\$1,800/ day or \$1,000/half day
GPR/Electrometer Survey	\$1,200

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Labor/Personnel	Hourly Rate
Laborer	\$50
Equipment Operator	\$60
CADD Operator	\$60
Foreman	\$65
Environmental Technician	\$70
Staff Engineer/Scientist/Subsurface Evaluator	\$80
Geologist/Hydrogeologist	\$85
Sr. Hydrogeologist/Professional Engineer	\$105
Project Manager*	\$110
Senior Project Manager*	\$125
Associate*	\$150
Principal*	\$175
<p>* Total project management labor will be capped at the following percentages based on the total project cost:</p> <p style="padding-left: 20px;">20% allowable for jobs up to \$10,000</p> <p style="padding-left: 20px;">15% allowable for jobs between \$10,001 - \$25,000</p> <p style="padding-left: 20px;">10% allowable for jobs \$25,001 and higher</p>	

Material Disposal (Does not include transportation) (Tasks in this section can be subject to subcontractor markup)	Per Unit
Non-Hazardous Petroleum Contaminated Soil	\$50/ton
Disposal of Petroleum/Oil Contaminated Water	\$0.85/gallon
Disposal of Gasoline Contaminated Water	\$1.00/gallon

Backfill (Tasks in this section can be subject to subcontractor markup)	Per Unit
Recycled Concrete Aggregate	\$15/ton
Fill Material	\$20/ton
Top Soil	\$25/cy

Reports Regulated Applications/ Licensed Site Remediation Program	Flat Rate
Closure Report without contamination	\$2,000
Closure Report with contamination	\$4,000
Preliminary Assessment Report	\$1,500
Site Investigation	\$2,000
Receptor Evaluation Report - Unregulated (Non-UHOT Cases)/Regulated/ LSRP	\$1,200
IEC Response Action Report (Potable Well/Vapor Intrusion)	\$2,000
Remedial Investigation Report	\$3,000
Remedial Action Workplan	\$2,000
Remedial Action Report /Response Action Outcome	\$3,000

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Reports Regulated Applications/ Licensed Site Remediation Program (Con'd)	Flat Rate
Structural Support Certification and plan (for cases that require structural support)	\$1,500
Facility Questionnaire and UST Registration	\$200
Groundwater Sampling Data Management	\$500/event
Baseline Ecological Evaluation	\$1,200
Site Access Letters	\$250/event
Open Public Records Request (File review) (not subject to markup)	Actual invoice cost by OPRA
Note: Report costs include all work associated with report, including, but not limited to, the preparation of all maps, tables, drawings, photocopies, postage, and all clerical and administrative support.	

Reports Unregulated Applications/Unregulated Heating Oil Tank Program	Flat Rate
Site Investigation/Remedial Investigation Report - (Non-UHOT Cases)	\$2,000
Receptor Evaluation Report - (Non-UHOT Cases)	\$1,200
Baseline Ecological Evaluation	\$1,200
Remedial Action Workplan - (Non-UHOT Cases)	\$2,000
Remedial Action Report	\$2,000
UHOT List Preparation (Not applicable for case that require direct NJDEP oversight)	\$500
Structural Support Certification and plan (for cases that require structural support)	\$1,500
Groundwater Sampling Data Management	\$500/event
Potable Well Report	\$100/event
Site Access Letters	\$250/event
Open Public Records Request (File review) (not subject to markup)	Actual invoice cost by OPRA
Note: Report costs include all work associated with report, including, but not limited to, the preparation of all maps, tables, drawings, photocopies, postage, and all clerical and administrative support.	

Vapor Intrusion (Includes labor, equipment, sampling and reporting) (Rates have been estimated for a total of four sites per task)	Flat Rate
Vapor Intrusion Remedial Investigation Workplan	\$2,000
Vapor Intrusion Indoor Air Building Survey	\$670
Vapor Intrusion Indoor Air Building Survey Update	\$250
Sub-slab Sampling	\$1,160
Indoor Air Sampling	\$1,900
Vapor Intrusion Report	\$2,000

Public Notification Regulated/ Licensed Site Remediation Program Cases only	Flat Rate
Signage or letters	\$100
Fact sheet preparation	\$360
Newspaper Publishing	As invoiced (No markup will be allowed)

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Health and Safety	
Health and Safety Plan	\$250.00

Equipment/Instrumentation (Tasks in this section can be subject to subcontractor markup)	Per Day/ Per Week
PID	\$75/day or \$200/week
FID	\$85/day or \$250/week
Four Gas Meter	\$100/day or \$300/week
Remediation Product Skimming Pump	\$75/day or \$225/week
Pump-Bladder QED SampPro 1.75, Controller QED MP10, & Compressor 3020 12V DC	\$150/day or \$450/week
Grundfos Pump w/controller	\$95/day or \$290/week
Generator	\$45/day or \$135/week
Oil/Water Probe	\$45/day or \$140/week
Data Logger (Hermit 3000 or equivalent)	\$125/day or \$375/week
Transducer	\$35/day or \$105/week
Water Quality Meter	\$100/day or \$300/week
Air Temp/Barometric Pressure Meter	\$75.00/day or \$200/week
Jack Hammer w/compressor	\$150/day or \$400/week
Welding Equipment	\$75/day or \$200/week
Concrete Mixer	\$50/day or \$150/week
Mechanical Auger	400/day
Bailer 1' or 3'	\$5/each
Plastic Sheeting	\$75/roll
Low Density Polyethylene Tubing .17x1/4" (used with QED Bladder Pump)	\$.60/foot
Vibratory Plate Compactor / Tamper	\$55/day or \$200/week
Poly Bladder Kit Includes: poly bladder, set of o-rings, & SS Grab Plate used with QED Bladder Pump	\$22/each
3/8" Polyvinyl or Polyurethane Tubing 100'	\$25/roll
3/8" Polyvinyl or Polyurethane Tubing 500'	\$125/roll
Single Whale Pump for 3/8" tubing	\$10/day
Double Whale Pump for 3/8" tubing	\$15/day
Car battery for whale pump	\$5/day
Hand Auger w/12' extension	\$12/day
55-Gallon Drums	\$45/each

Well Survey (This task can be subject to subcontractor markup)	\$1,500/day
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Well Installation (Includes labor) (Tasks in this section can be subject to subcontractor markup)	Flat Rate
Shallow Unconsolidated (approx. 20ft. deep)	\$2,500
Shallow Bedrock (approx. 20ft. deep)	\$4,000

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Well Installation (Includes labor) (Con'd) (Tasks in this section can be subject to subcontractor markup)	Flat Rate
Deep Wells	Site Specific
Temporary Geoprobe Well Point	\$600

Well Abandonment/Sealing (This task can be subject to subcontractor markup)	\$600
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Laboratory Analytical Fee Schedule (Tasks in this section can be subject to subcontractor markup)	Per Sample
Diesel Range Organics (DRO)	\$120
VOCs+10	\$140
BN+15	\$170
PAH	\$125
PP Metals	\$125
Lead	\$30
Electronic Data Deliverables (Only if required by the NJDEP)	\$20/diskette
Methanol or Encore sampler	\$10/each
Scale for methanol only	\$10/day

Waste Classification (Tasks in this section can be subject to subcontractor markup)	Per Sample
Full TCLP & ID27	\$800
ID27(Full TCLP+RCRA+others)	\$1,100

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Site Restoration

Site Restoration costs are limited to damage caused by the remediation of leaking USTs. No restoration costs due to contractor negligence will be considered. Eligible costs for certain site restoration categories are capped at \$5,000 each. These categories include landscaping, hardscaping, costs associated with deck removal and or replacement, and costs associated with swimming pool removal or replacement. These categories are described further as follows:

- 1) **Landscaping** – This category includes lawn restoration, bushes, shrubs, trees, flower beds, edging, mulch, etc. Note that replacement of plantings will not necessarily be with mature plants.
- 2) **Hardscaping** – This category includes paver, brick or cement walkways, patios, and decorative walls of any construction, and loose stone used for decorative purposes.
- 3) **Decking costs** – This category includes the need to dismantle, remove, and replace a portion or the entirety of a wooden or composite deck in order to effectuate a remediation.
- 4) **Pool costs** – This category includes the need to dismantle, remove and replace a portion or the entirety of a swimming pool in order to effectuate remediation.

The UST Fund also has the right to cap other categories of restoration costs that are not directly related to the structural integrity of the home in question. In addition, for restoration costs that are eligible, the UST Fund will only reimburse for replacement of what existed prior to the remediation up to the cap amount. Applicant is responsible for obtaining a minimum of three (3) price quotes for any restoration work. Before and after photos are strongly recommended.

Ineligible UST Fund Costs

- NJDEP Oversight Costs/ Fixed Fees
- Performance Guarantees
- Preparation of UST Fund application
- Administration and management of funds.
- Repair of damages caused by subcontractor/consultant due to negligence.
- Costs associated with ASTs (ie. AST tubs, roofs or housing) (except replacement for leaking UST).
- Items not totally expended at one site (i.e., hand tools, temporary fencing, rain gear, etc.).
- Rush turnaround times for sampling (unless required by the NJDEP)
- Temporary relocation of residency (Displacement due to Remediation)
- Meals and lodging.
- Tank tightness/leak detection testing.
- Subcontractor cost markup exceeding 15%.
- Legal fees, except as determined necessary for remediation by NJDEP (i.e., offsite access).
- State NJDEP permit fees (local permit fees are reimbursable).
- Costs for preparation of appeal letters for denied costs.
- Office administration costs including but not limited to faxes, copying, postage/FedEx, etc.
- Fuel surcharge & More than one field vehicle
- Work completed by uncertified firm