

April 27, 2023

Town of West Tisbury  
Ms. Jennifer Rand, Town Administrator  
PO Box 278  
West Tisbury, Massachusetts 02575

**RE: West Tisbury Fire Station 1 – Ongoing LSP Services  
551 Edgartown Road, West Tisbury, Massachusetts  
MassDEP RTN 4-29310**

Dear Ms. Rand:

Wilcox & Barton, Inc. has prepared this proposal to provide environmental consulting and Licensed Site Professional (LSP) services to the Town of West Tisbury (the Town) in response to the identification of elevated concentrations of per- and polyfluoroalkyl substances (PFAS) in drinking water samples collected from private wells in the vicinity of the West Tisbury Fire Station on Edgartown Road (the site). The objective of this work is to provide regulatory compliance support to the Town in response to the Notice of Responsibility letter issued by the Massachusetts Department of Environmental Protection (MassDEP) dated January 24, 2023. Wilcox & Barton, Inc., initiated LSP services in February 2023 and prepared an Immediate Response Action (IRA) Plan pursuant to the Massachusetts Contingency Plan (MCP; 310 CMR 40.0410), which was submitted to MassDEP on March 24, 2023. This scope of work includes tasks presented in the March IRA Plan and required by MassDEP's Conditional IRA Approval, including private well sampling and analysis, and installation and maintenance of point-of-entry treatment (POET) systems. This scope of work also includes tasks associated with initial source area soil and groundwater assessment at the Fire Station property. Additional response actions and LSP services will be necessary after the completion of these tasks.

## 1.0 SCOPE OF WORK

Wilcox & Barton, Inc. will perform the following LSP and environmental consulting services on both a task-specific and on-call basis as requested by the Town. Quantities, where provided, are estimated and are likely to change based on additional site data.

1. Off-site Access
  - a. Develop a project-specific access agreement.
  - b. Identify and contact property owners within the sampling radius. Work with owners of up to 55 properties to establish access agreements for sampling and site work.
2. Private Well Sampling
  - a. Conduct initial and confirmatory sampling of private wells at up to 55 locations for PFAS6 (assumes field blank samples will not be required for confirmatory samples).

- b. Conduct sampling of private wells at up to two locations for comprehensive water quality parameters prior to treatment system installation (as needed).
3. Data Review/Evaluation and Contractor Coordination
  - a. Coordinate with subcontractor (SafeWell) and homeowners for access and sampling.
  - b. Review incoming data, identify and respond timely to Imminent Hazards and/or Critical Exposure Pathways, and maintain database.
  - c. Prepare GIS maps to evaluate the nature and extent of the PFAS plume.
4. Data Transmittals
  - a. Prepare up to 75 data transmittal letters for homeowners in a timely manner and coordinate with the Town regarding bottled water provision requirements.
5. Point of Entry Treatment (POET) System Installation
  - a. Installation of an assumed two single canister POET systems to treat concentrations of PFAS6 exceeding applicable regulatory thresholds. Costs include estimated plumbing and permitting fees, and treatment system effluent sampling for PFAS immediately following installation.
6. POET System Operation and Maintenance
  - a. Complete POET System annual O&M activities for the three existing dual-canister systems (assumes carbon canister replacement is not required).
7. Source Area Subsurface Investigation
  - a. Prepare a site-specific Health & Safety Plan and complete DigSafe mark out.
  - b. Complete one day of direct-push soil borings with installation of up to three groundwater monitoring wells and collection of up to nine soil samples for PFAS analysis (SOP-454). Depth to groundwater is assumed to be no more than 30 feet below grade.
  - c. Complete two groundwater sampling events on an approximately quarterly basis, with collection of up to three groundwater samples for PFAS analysis (SOP-454) per event.
  - d. Complete a basic elevation survey of newly installed monitoring wells.
  - e. Assumes all waste generated will be managed onsite.
8. MassDEP Regulatory Reporting
  - a. Prepare quarterly IRA Status Reports in May, August, and November 2023 pursuant to the MCP at 310 CMR 40.0424 and the requirements of the NOR.
  - b. Prepare IRA Modifications as needed based on project data (assume two).
9. Project Management, Meeting, and Coordination – As Needed
  - a. Coordinate with the Town, MassDEP, and property owners (or occupants) of potentially affected properties.

## 2.0 SCHEDULE

Wilcox & Barton, Inc. will begin work immediately upon receipt of the signed Customer Acceptance form (attached).

## 3.0 FEE

Wilcox & Barton, Inc. will complete the above-described scope of services based on the task specific budgets outlined below. Travel costs included are based on the estimated number of events that can be completed during a single day; efforts will be made to coordinate sampling and maintenance events to minimize travel costs. Costs also assume use of an off-island plumber for POET system installation; costs for POET system installations will be reduced if Haynes Plumbing can provide plumbing services directly to the Town.

The totals for each task are anticipated minimum values based on our current understanding of site conditions. As additional data are collected, it is anticipated that the study area will expand to require additional sampling, and that additional POET systems may be required. In addition, the time required to work with multiple homeowners is difficult to anticipate. As a result, it is recommended that the Town of West Tisbury **establish a budget of at least \$170,000** for the remainder of 2023.

Task	Basis	Estimated Fee
1. Access Coordination (up to 55 properties)	Time & Materials	\$5,500
2. Private Well Sampling (up to 55 properties)	Time & Materials	\$60,500
3. Data Review/Evaluation and Subcontractor Coordination	Time & Materials	\$13,000
4. Data Transmittals (up to 55 transmittals)	Time & Materials	\$4,500
5. POET System Installs (assume 2 single-canister POETs)	Time & Materials	\$16,500
6. POET System O&M (assume annual maintenance only for 3 dual-canister POETs)	Time & Materials	\$2,800
7. Source Area Subsurface Investigation	Estimated	\$20,000
8. MCP Regulatory Reporting IRA Status Reports (May, August, November 2023) IRA Modifications (assume 2)	Lump Sum Lump Sum	\$12,000 \$2,400
9. Project Management, Meeting, & Regulatory Coordination	Time & Materials	\$5,000
<b>Estimated Total Fee</b>		<b>\$142,200</b>

Consulting services will be performed and invoiced in accordance with the following Wilcox & Barton, Inc. Rates and the attached Standard Terms and Conditions.

Category	Rate
LSP / Principal Geologist/Engineer	\$155 / hour
Senior Engineer/Scientist/Project Manager	\$155 / hour
Project Geologist/Engineer/Scientist	\$135 / hour
Staff Geologist/Engineer/Scientist	\$98 / hour
Administration	\$85 / hour
Mileage	\$0.68 / mile
Water Quality Contractor	Cost + 9%
Laboratory Analyses	Unit Rates
Travel fees (ferry, vehicle fees)	Cost

At your earliest opportunity, please sign and return the attached Customer Acceptance, which will serve as our notice to proceed. We very much look forward to working with you.

Thank you for giving Wilcox & Barton, Inc. the opportunity to provide a proposal for these services. If you have any questions, or require additional information, please contact the undersigned at 774-392-5702.

Very truly yours,

**WILCOX & BARTON, INC.**



Amy A. Roth, P.G., LSP  
Vice President, Senior Geologist

Attachments: Customer Acceptance



## Customer Acceptance

Project: West Tisbury Fire Station 1 – Ongoing LSP Services  
551 Edgartown Road, West Tisbury, Massachusetts  
MassDEP RTN 4-29310

Proposal Date: April 27, 2023

Please indicate your acceptance of this proposal by signing below and returning a copy which will serve as our authorization to proceed. In signing this proposal (contract), the Client authorizes Wilcox & Barton, Inc. to complete the professional services outlined in this contract in accordance with the Terms and Conditions executed on February 13, 2023.

The client acknowledges that payment for services will be rendered upon receipt of each invoice, that the terms agreed upon can only be changed by a written addendum agreed to by both parties; and work may be stopped until payment is made in accordance with the agreement.

### Accepted By:

\_\_\_\_\_  
(Signature) Authorized Representative of the Client                      (Date)

\_\_\_\_\_  
Name (Printed)

**Town of West Tisbury  
Anticipated Baseline Costs - 2023**

<b>Item</b>	<b>Quantity</b>	<b>Units</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Access Coordination	55	estimated	\$ 100	\$ 5,500
Well Sampling - New, Confirmatory, Breakthrough	73	estimated	Varies	\$ 60,605
New Locations (includes Field Blank)	18	homes	\$ 760	\$ 13,680
One-time Confirmatory (green, no FB)	48	homes	\$ 570	\$ 27,360
Quarterly Confirmatory (yellow/red, no FB)	4	events	\$ 570	\$ 2,280
Breakthrough Sampling (Dual Tank, no FB)	3	events	\$ 895	\$ 2,685
Travel (per sampling day)	12.2	day**	\$ 1,200	\$ 14,600
Data Review	1	estimated	\$ 6,000	\$ 6,000
GIS Mapping	1	estimated	\$ 1,000	\$ 1,000
Subcontractor Coordination	1	estimated	\$ 6,000	\$ 6,000
Data Transmittals	75	estimated	\$ 60	\$ 4,500
POET System Install - Double	0	homes	\$ 10,435	\$ -
Travel (per install day)	0	day	\$ 1,200	\$ -
POET System Install - Single	2	homes	\$ 7,015	\$ 14,030
Travel (per install day)	2	day	\$ 1,200	\$ 2,400
POET System Annual Maintenance (Estimated)				
Annual Maintenance - Dual Canister	3	home	\$ 535	\$ 1,605
Annual Maintenance - Single Canister	0	home	\$ 250	\$ -
Travel (per maintenance day)	1	day**	\$ 1,200	\$ 1,200
POET Carbon Replacement (Estimated)				\$ -
Double Tank	0	homes	\$ 1,310	\$ -
Travel (per maintenance day)	0	day**	\$ 1,200	\$ -
Waste Disposal		estimated	TBD	TBD
Site Investigation and GW Sampling	1	estimated	\$ 20,000	\$ 20,000
IRA Status Reports - May, August, November 2023	3	report	\$ 4,000	\$ 12,000
IRA Modifications (as needed)	2	report	\$ 1,200	\$ 2,400
Project Management, Meetings, Regulatory Coord.	1	estimated	\$ 5,000	\$ 5,000
<b>TOTAL</b>				<b>\$ 142,240</b>

\*Subcontractor costs are subject to change every six months and will be adjusted accordingly.

\*\*Estimated number of days assumes 6 sampling events or 3 maintenance events per day