

N61414.AR.001812  
NAB LITTLE CREEK  
5090.3a

FINAL IMPLEMENTATION PLAN AND FEE PROPOSAL FOR FISCAL YEARS 1999 AND 2000  
SITE MANAGEMENT PLAN UPDATE WITH TRANSMITTAL NAB LITTLE CREEK VA  
7/20/1998  
CH2MHILL



**CH2MHILL**

July 20, 1998

143239.CS.90  
98-RST-456

Commander  
LANTNAVFACENGCOM  
Attention: Code 02116 Ms. Ollie B. Glodis  
Lafayette Annex, Building A  
6500 Hampton Boulevard  
Norfolk, VA 23511-6287

Dear Ms. Glodis:

Subject: Navy CLEAN II Program  
Contract No. N62470-95-D-6007  
Contract Task Order 0090

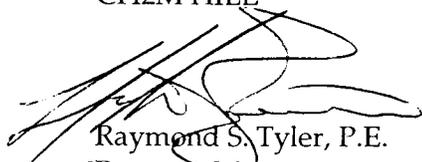
Enclosed are three copies of the Final Implementation Plan and Fee Proposal for CTO 0090:

Fiscal Years 1999 & 2000  
Site Management Plan Update  
Naval Amphibious Base Little Creek  
Virginia Beach, Virginia

Any technical questions regarding the cost proposal or implementation plan should be directed to Angie Errett at 703/471-6405, extension 4308. Contractual questions should be directed to Jennifer Groat at extension 4609.

Sincerely,

CH2M HILL

  
Raymond S. Tyler, P.E.  
FOR Program Manager

- cc: Mr. Bob Schirmer (Code 18222)/LANTNAVFACENGCOM (cover letter only)
- Ms. Lee Anne Rapp (Code 18312)/LANTNAVFACENGCOM (cover letter only)
- Mr. Doug Dronfield/CH2M HILL-WDC
- Mr. Scott MacEwen/CH2M HILL HILL-WDC
- Ms. Angie Errett/CH2M HILL-WDC
- Ms. Jennifer Groat/CH2M HILL HILL-WDC
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**Final**

**Implementation Plan and Fee Proposal**

**Fiscal Years 1999 and 2000: Site Management Plan (SMP)  
Update**

**Naval Amphibious Base Little Creek  
Virginia Beach, Virginia**

**Contract Task Order - 0090**

**July 20, 1998**

*Prepared for*

**Department of the Navy  
Atlantic Division  
Naval Facilities Engineering Command**

*Under the*

**LANTDIV CLEAN II Program  
Contract No. N62470-95-D-6007**

*Prepared by*

**CH2M HILL  
Herndon, Virginia**

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## **1.0 Introduction**

This Implementation Plan (IP) and Fee Proposal (FP) presents the approach and cost estimate to update the Naval Amphibious Base (NAB) Site Management Plan (SMP). The SMP summarizes investigations to date and proposed plans of action for various Installation Restoration (IR) sites and Solid Waste Management Units (SWMUs) at NAB Little Creek, in Virginia Beach, Virginia. The SMP is a working document and is updated on a regular basis. This IP and FP is based upon the Scope of Work provided by LANTDIV on July 8, 1998.

The IP discusses the approach for successfully updating the SMP. Section 2.0 presents the managerial and technical approach for completing the scope of the CTO. Project management and staffing are discussed in Section 3.0. Sections 4.0 and 5.0 provide estimated cost and schedule information, respectively.

## **2.0 Technical Approach**

To facilitate project planning and management, the work to be done under this CTO has been divided into two tasks in accordance with the framework established in the Scope of Work, as follows:

Task 1 - Project Management (PP.PM)

Task 2 - Site Management Plan Update (SP.SP)

### **2.1 Task 1- Project Management (PP.PM)**

Project management involves such activities as daily technical support and guidance, budget and schedule review and tracking, personnel resources planning and allocation, preparation of monthly progress reports, and communication and coordination with LANTDIV and NAB Little Creek. The duration of the project is estimated to be 6 months.

### **2.2 Task 2 - Site Management Plan Update (SP.SP)**

Under this task, CH2M HILL will update NAB Little Creek's current SMP. The purpose of the SMP is to present the projected activities to be conducted at NAB Little Creek during Fiscal Years (FYs) 1999 and 2000 and to provide projections for long-term progress at the facility in accordance with the Department of the Navy's IR program. The updated SMP will document evaluations and decisions made during project planning for NAB Little Creek and will include schedules for proposed actions at the facility.

The current Draft-Final SMP, prepared by CH2M HILL and dated February 1997, will be updated under this CTO and will address a minimum of the nine IR sites and six SWMUs included in the current SMP. The updated SMP will also serve to update the 1994 Little Creek SWMU Investigation Report. The format of the revised SMP will be identical to the format of the current Draft-Final SMP and will include the following sections; Introduction, Site Background, Proposed Scope of Work, Site Management Schedules, Remedial Actions and Removal Actions, and References. The anticipation is that the updated SMP will:

- update the environmental history of NAB Little Creek;
- add descriptions of new IR sites and update descriptions of existing sites;
- deletion IR sites that are no longer in the program;
- update the proposed scope of work for each IR site;
- update report tables and figures;
- update remedial actions and removal actions;
- updated site management schedules.

The updated plan will be submitted as a draft, draft final, and final.

## 2.3 Project Deliverables

Table 2-1 identifies the project deliverables and the number of copies required for CTO 90.

<b>Deliverable</b>	<b>LANTDIV</b>	<b>NAB Little Creek</b>	<b>Virginia DEQ</b>	<b>EPA</b>	<b>RAB via Little Creek</b>	<b>CH2M HILL</b>	<b>Total</b>
Draft SMP	3	2	-	-	-	2	7
Draft Final SMP	3	2	2	2	9	2	20
Final SMP	10	2	2	2	9	4	29

### **3.0 Project Management and Staffing**

The CH2M HILL Activity Manager, Mr. Scott MacEwen, will assume primary responsibility for ensuring that the work is performed in a manner that is acceptable to LANTDIV, the Activity, and government regulatory agencies.

The CTO project manager, Ms. Angelique Errett, will be responsible for budget and schedule review and tracking, personnel resources planning and allocation, and communications with LANTDIV and NAB Little Creek. Ms. Errett will also be primarily responsible for writing the SMP. Senior review will be provided by Mr. Bob Root.

## **4.0 Estimated Project Cost**

The total estimated cost to complete all tasks for CTO-0090 is \$11,120 including award fee. Attachment A, Fee Proposal, provides estimated labor costs, report preparation costs, and other direct costs for the two tasks.

## 5.0 Estimated Project Schedule

This project will be performed in accordance with the schedule and milestones presented in Figure 5-1. Table 5-1 shows a breakdown of primary deliverables.

<b>Task</b>	<b>Cumulative Calendar Days</b>	<b>Submittal Date</b>
Notice to Proceed	0	July 20, 1998
Draft SMP Update	38	August 28, 1998
Comments from Navy	52	September 11, 1998
Draft Final SMP Update	66	September 25, 1998
Comments from Navy and Regulators	96	October 23, 1998
Final SMP Update	110	November 6, 1999

**Attachment A**

**Fee Proposal**

<b>CH2M HILL CTO-90, Labor &amp; Cost Summary</b>		<b>CH2M HILL</b>
1) Direct Labor		\$ 3,732
2) Indirect Costs		\$ 5,299
3) TOTAL of Direct Labor and Indirect Costs (1+2)		\$ 9,030
4) ODCs - Including equipment, excluding subcontractors		\$ 1,079
5) Award Fee on Labor and ODC's (10%)		\$ 1,011
6) Support Subcontractor Costs		\$ -
7) Award Fee on Support Subcontractors (5%)		\$ -
8) Travel Costs		\$ -
9) TOTAL Cost less Award Fees (3+4+6+8)		\$ 10,109
10) TOTAL Award Fees (5+7)		\$ 1,011
11) TOTAL CTO COST (9+10)		\$ 11,120

CH2M HILL CTO-90, Cost Summary by Task	Project Management	Site Management Plan Update	
	Project Management	Site Management Plan Update	Grand Total
<b>LABOR</b>	\$	\$	\$
Total CH2M HILL Labor	\$ 2,250	\$ 6,781	\$ 9,030
<b>OTHER DIRECT COSTS</b>			
Total CH2M HILL ODCs	\$ 233	\$ 847	\$ 1,079
<b>TRAVEL</b>			
Total CH2M HILL Travel	\$ -	\$ -	\$ -
<b>TOTAL Cost less Award Fees</b>			
	\$ 2,482	\$ 7,627	\$ 10,109
<b>AWARD FEES</b>			
CH2M HILL's Award Fee on Labor & ODCs	\$ 248	\$ 763	\$ 1,011
CH2M HILL's Award Fee on Subs (5%)	\$ -	\$ -	\$ -
<b>CH2M HILL's Total Award Fee</b>	<b>\$ 248</b>	<b>\$ 763</b>	<b>\$ 1,011</b>
<b>GRAND TOTAL</b>			
	\$ 2,730	\$ 8,390	\$ 11,120

\$ 11,120

CH2M HILL CTO-90, Cost Summary by Task			Project Management	Site Management Plan Update	GRAND TOTAL	
			Project Management	Site Management Plan Update		
Engineering	Grade	Rates	hrs.	hrs.	hrs.	\$
P7	P7	\$56.22			0	\$ -
P6	P6	\$49.12			0	\$ -
P5	P5	\$43.97			0	\$ -
P4	P4	\$34.22		4	4	\$ 137
P3	P3	\$27.75	6	48	54	\$ 1,499
P3	P3	\$27.75			0	\$ -
P2	P2	\$23.91	24	48	72	\$ 1,722
P2	P2	\$23.91			0	\$ -
P1	P1	\$18.06			0	\$ -
P1	P1	\$18.06			0	\$ -
T3	T3	\$19.76		3	3	\$ 59
T2	T2	\$14.44			0	\$ -
T1	T1	\$11.46			0	\$ -
A2	A2	\$15.77	12	8	20	\$ 315
A1	A1	\$10.15			0	\$ -
<b>TOTAL Task Hours</b>			<b>42</b>	<b>111</b>	<b>153</b>	<b>\$ 3,732</b>
<b>TOTAL Direct Labor Cost</b>			<b>\$ 930</b>	<b>\$ 2,802</b>		<b>\$ 3,732</b>
<b>TOTAL Indirect Labor Cost</b>		<b>142.0%</b>	<b>\$ 1,320</b>	<b>\$ 3,979</b>		<b>\$ 5,299</b>
<b>TOTAL Labor Cost less Award Fee</b>			<b>\$ 2,250</b>	<b>\$ 6,781</b>		<b>\$ 9,030</b>

\$ 9,030

CH2M HILL CTO-90, Cost Summary by Task			Project Management	Site Management Plan Update	GRAND TOTAL	
			Project Management	Site Management Plan Update		
OTHER DIRECT COSTS	Unit	Rates	Units	Units	Units	\$
Computer	hour	\$ 7.50	30	65	95	\$ 713
CADD	hour	\$ 13.00		3	3	\$ 39
Copying (B&W)	copy	\$ 0.05	150	2800	2950	\$ 148
Repro. Supplies	each	\$ 100.00		1	1	\$ 100
Postal Delivery	each	\$ 8.00		10	10	\$ 80
<b>Grand Total</b>			<b>\$ 233</b>	<b>\$ 847</b>		<b>\$ 1,079</b>

\* - Denotes non-standard items.

\$ 1,079