



# PRP POST FOR AGENCY TERM CONTRACTORS

Issue 8 April 10, 2019

## REMINDERS

\* When determined that a Pre-Drilling Meeting/Teleconference is not necessary during a task in which subsurface work is being or will be conducted, the Request for Change (RFC) must include the language that:

all parties are in agreement that a Pre-Drilling Meeting/Teleconference is not needed, or

the site manager, the contractor and the driller agree that the Pre-Drilling Meeting/Teleconference is not needed.

\* Mandatory Requirements for RAC & SR Purchase Orders, effective Nov. 1, 2018

\* Remedial Action Construction with Operation & Maintenance POs shall include only one quarter of O&M.

\* Source Removal POs shall no longer include monitoring. The scope will only include source removal with site restoration including well replacement/installation.



**Petroleum Cleanup  
is our Priority**

## Sharing Information with Our Contractors

\* When requested, the Project Manager Pay Item 20-2 should be documented and justified based on the activity being performed, to ensure the level of effort is appropriate. Appropriate examples include: participation in a RAC Pre-Construction Meeting, or the requirement for qualified contractor personnel to provide testimony in a legal proceeding. When considering use of the Project Manager pay item, ensure that the subject activity is not also covered by a different pay item, in which general project management related activities (coordination/scheduling of work, preparation of invoices, solicitation of quotes, general logistics) are a part.

\* As outlined in the August 31, 2017 PRP Post, Pay Item 12-14 (Transport & Disposal of Petroleum Contact Water-bulk) and Pay Item 12-16 (Transport & Disposal of Petroleum Product-bulk) are fully loaded pay items ("materials" and mobilization) that apply when a pumping activity does not require a prolonged period on site, such as the pump out of a storage tank, oil water separator, high volume recovery wells or open pit.

It is not appropriate to combine either pay item with a reimbursable quote for mobilization or on-site time for a vac truck/operator because overlap with the fully loaded rates results in duplication of costs. It is not appropriate to allow a quote for the vac truck and operator, less the per gallon cost for recovered water/product, to be combined with contract pay item 12-14 or 12-16.

It is appropriate to use a reimbursable quote for a vac truck, operator and associated per gallon cost for recovery when the duration of the operation on site is expected for a significant period of time. Pay item(s) 12-14 or 12-16 will not apply.

\* All subcontractors/vendors (including permitting entities) paid directly by the ATC, for costs directly related to work in a purchase order for a specific site, must be listed on the ATC's Subcontractor Utilization Form. Please note that incidental costs (i.e. gas, tolls, food, drinks etc.) should not be included on the Subcontractor Utilization Form.

\* PRP Welcomes Mr. Blake Miller, as Administrator of PRP Contracts. \*