Section 4

Scope of Work

The Scope of Work is expected to include the following work elements:

- Task 1 – Kick-off Meeting with City Staff
- Task 2 – Background Information Review
- Task 3 – Data Gaps Report and Recommendations for Supplemental Investigation
- Task 4 – Negotiate with Army and DTSC
- Task 5 – Project Management

Task 1 – Kick-off Meeting with City of Benicia Staff

Objective

- Refine understanding of overall project objectives.
- Gain an understanding of the other stakeholders associated with the former Benicia Arsenal.
- Work with City staff to initiate development of a strategy for negotiations with Army.

Activities

This task will consist of a meeting with City staff. CDM understands that potentially significant changes to the project understanding may have occurred since the City issued the Request for Qualifications and that some sensitive information may not have been included in the Request for

Deliverable

- The technical memorandum to the City will consist of 5 to 10 pages with attachments presenting selected figures and/or tables from the documents reviewed. (Note that this technical memorandum would not be intended for submittal to other parties.)

Task 3 – Data Gaps Report and Recommendations for Supplemental Investigation

Objective

- Develop a report that details the remaining data gaps at the former Benicia Arsenal and recommendations for supplemental investigation activities that would be needed to fill the data gaps.

Activities

Based on the CSM developed in Task 2, CDM will prepare a document that identifies data gaps in the characterization of the former Benicia Arsenal relative to the preliminary cleanup objectives. The data gaps evaluation will consider various exposure pathways for human and ecological receptors, including groundwater protection.

The document will also recommend investigation methodologies for filling the identified data gaps, methods for evaluating the results (i.e., statistical and risk-based analyses), and a schedule for completing a multi-phase investigation effort. An important element of any supplemental investigation would be an approach to addressing community relations. In the Data Gaps Report, CDM will present protocols for community relations prior to and during implementation.

Like the CSM technical memorandum, this document would not intended to be submitted to DTSC or any other party, but instead serve as a tool to be used for negotiation for a VCA with Army (Task 5). After successfully entering a VCA with the Army, it could be shared with the Army so that they may incorporate the findings into their eventual submittal to DTSC. If negotiation of a VCA is not feasible, the document could be shared with DTSC during their review of the Army's submittal.

Assumption

- Depending on the final acceptable cleanup objectives from the City and the extent of data gaps that remain, additional funding may be needed to complete this document.

Deliverable

- Draft Data Gaps Report for review by City staff
- After incorporation of comments from the City, prepare Final Data Gaps Report.

Task 4 –Negotiate with Army and DTSC

Objective

- Initiate negotiations with the Army in developing a VCA with DTSC.

Activities

This task cannot be defined until completion of Tasks 1, 2 and 3. However, CDM does offer some preliminary thoughts on the negotiation strategy:

The City should present to the Army a memorandum that presents a sequential approach to the negotiations, clearly defining the individual elements of negotiation. The first element would be to define the cleanup objectives for the former Benicia Arsenal areas with the Army. CDM suggests that the City request that the Army present their draft understanding of the cleanup objectives in writing, followed by written comments by City and their consultant(s). The City and the Army should meet only when both sides are near agreement on these objectives. Without agreement on the cleanup objectives, there is no shared commitment to the property between the owners and the Army and no value in proceeding with efforts to negotiate a joint VCA with DTSC.

After concurrence on the cleanup objectives, the City should request that the Army provide a draft financial agreement for recovery of City and other property owner incurred costs (including those for the tasks outlined in this proposal) for completing DTSC's request for supplemental characterization and evaluation.

Only after adopting cleanup objectives and a financial agreement, would negotiations for a joint VCA with DTSC move forward effectively.