

Texas Commission on Environmental Quality

INTEROFFICE MEMORANDUM

To:	Project Managers Managing LPST Reimbursement Sites	Date:	April 1, 2008
Thru	Alan Batcheller, Director, Remediation Division		
From:	Frederick Meyers, Manager, PST Reimbursements Section James, Sher, Manger, Environmental Cleanup I Jay Carsten, Manager, Environmental Cleanup II		
Subject:	Addition of Operation and Maintenance Site Visits for Eligible Sites in the PST Reimbursement Program		

CHANGE IN NUMBER OF ALLOWABLE WEEKLY TRIPS

To maintain the operating time above 85% for remediation systems at leaking petroleum storage tank sites, 13 additional site visits above the currently approved 52 per year will be allowed.

As of April 1, 2008, 65 site visits for the year in place of the current 52 trips will be approved for Operation, Maintenance, and Performance (OMP) activities. Additionally, travel costs associated with the 65 trips shall also be approved.

Note that with the approval of the 13 site visits funds for the **Section 5: Operation and Monitoring Mechanical/Electrical Personnel - Per Site Visit – Emergency** will no longer be approved.

The contractor will be required to continue the weekly visits to perform routine maintenance and collect periodic samples. The additional site visits are to be used at any time during the operation and maintenance (O&M) period solely to perform repairs on or restart the system. A trip to the site must have been taken and documented in order for any and all eligible costs accrued during the trip to be reimbursable.

ACTIVE SITES WITH ALREADY PRE-APPROVED OMP ACTIVITIES

Sites with ongoing pre-approved OMP activities will be allowed the following additional site visits without seeking further pre-approval.

Four Quarters Remaining: 13 additional trips
Three Quarters Remaining: 10 additional trips
Two Quarters Remaining: 7 additional trips
One Quarter Remaining: 4 additional trips

REIMBURSEMENT

Reimbursable costs for the added site trips will include site time and travel. No additional sampling or parts costs are included. The additional 13 trips are reserved for verifying system performance or bringing the system back on line. Additional time and parts for system repairs will be covered by the 7% rule. To be reimbursed, documentation of the trip, reason for the repairs, a listing of repairs performed along with field notes and invoices will be required to be submitted in the Reimbursement Application. If you have further questions, please contact the PST Reimbursement and Technical Services Section.