

Chance Baxter  
BRWCD  
102 W Forest St,  
Brigham City, UT 84302

March 20, 2026

RE: Bear River Water Conservancy District - EPA Community Grant Application Package and NEPA Support

Dear Mr. Baxter:

Thank you for the opportunity to assist Bear River Water Conservancy District (BRWCD) with the EPA Community Grant Application Package and NEPA requirements. This proposal is organized into the following sections: Scope of Work, Assumptions, Proposed Engineering Budget, and Project Schedule.

HAL will provide environmental compliance and grant support for the BRWCD proposed tank and seven-mile drinking water pipeline. This effort includes preparation and submittal of the EPA Community Grant application package with required supporting documentation, and assistance with NEPA compliance through preparation of a Programmatic Environmental Assessment (Programmatic EA), including environmental surveys, data collection, agency coordination, and documentation necessary to support a streamlined NEPA pathway appropriate for an EPA-funded project.

## **Scope of Work**

### **Task 1: EPA Community Grant Application Package**

#### **Objective:**

HAL will compile and prepare all required materials for the core application package for the community grant. The following items will be prepared and coordinated with BRWCD:

- Application for Federal Assistance (SF-424) [V4.0]
- Budget Information for Non-Construction Programs (SF-424A) [V1.0]
- EPA Form 4700-4 [V5.0]
- EPA Key Contacts Form [V2.0]
- EPA lobbying form 6600
- Workplan
- Budget

#### **Output:**

- Draft Application Package
- Final Application Package



## **Task 2: National Environmental Policy Act (NEPA) Support**

### **Objective:**

HAL will provide NEPA compliance support by conducting the analyses, field investigations, environmental screenings, and documentation necessary for EPA to complete its NEPA review under the Programmatic EA. This work will include preparation of resource-specific evaluations and supporting documentation in accordance with EPA requirements. Below are the resource-specific evaluations for the Programmatic EA:

1. Land Cover Types
2. Permits (if required)
3. Impacts to Human and Natural Resources
  - a. Historic Properties
    - i. Subconsultant, BigHorn, will conduct a Utah State Historic Preservation Office (SHPO) historical property search and prepare findings report and documentation for SHPO submittal. EPA will facilitate Tribal Letters. BigHorn costs include fieldwork, report production, SHPO file search, field equipment, mileage, and paleontological file search.
  - b. Threatened, Endangered and/or Sensitive Species
  - c. Recreation
  - d. Farmlands
  - e. Visual Impacts
  - f. Habitat
  - g. Relocations
  - h. Public Feedback
  - i. Service Rates
  - j. Construction Disturbance
4. Physical Impacts to Aquatic Resources
  - a. Surface Water Impacts
  - b. Wetland Direct Impacts
  - c. Indirect Impacts (Construction/Maintenance Activities)
  - d. Potential Stormwater Runoff Impacts
  - e. Wellhead Protection Area Impacts
5. Water-related Special Features
  - a. Special Surface Water Feature Impacts (100-year floodplain, etc.)
  - b. Sole Source Aquifer Impacts
6. Drinking Water Infrastructure
  - a. Water Well Impacts
  - b. Well Abandonment
  - c. Public Water Supplies
  - d. Water Withdrawal Reporting
  - e. Water Use Efficiency
7. Solid and Hazardous Wastes and Storage Tanks
  - a. Construction/Demolition Waste
  - b. Groundwater Protection Measures
  - c. Storage Tanks
  - d. Previous Contamination
8. Soils and Geologic Conditions

- a. Soil Types
  - b. Special Geologic Features
- 9. Traffic
- 10. Air Quality
  - a. Air Quality of Project Area
  - b. Construction-related Air Emission
  - c. Stationary Source Air Emissions
  - d. Project Resiliency
- 11. Materials Recycling and Voluntary Measure
- 12. Land Use
  - a. Project Area Land
  - b. Land Use Plans
  - c. Neighborhood Continuity
- 13. Other Potential Impacts
- 14. Federal Compliance Determinations

**Output:**

- Supporting materials for each environmental resource
- Draft Programmatic EA
- Final Programmatic EA

**Assumptions:**

- Based on current information, the environmental resources evaluated do not require federal interagency consultation beyond **historic properties**. It is assumed that EPA review of the Programmatic EA will not require additional consultation. However, if EPA determines that consultation is necessary and designates the grant recipient as its non-Federal representative for consultation with agencies such as FWS, UDOT, or USDA NRCS, those efforts are not included in the current scope or fee.
- BRWCD will respond promptly to requests for data, meetings, and feedback on reports.

**Cost Proposal**

**Time and Materials:**

We propose that this project move forward on a time and materials basis according to HAL's hourly rate structure (included as Exhibit A). As this project will most likely carry over into the new year, it is also anticipated that the rate structure will be adjusted at the beginning of the year to an agreed upon rate between the BRWCD and HAL.

**Not-to-Exceed:**

Our proposal is based upon a "Not to Exceed" contract according to the "Fee Schedule and General Conditions" provided with the Agreement for completing the project. We would be happy to discuss with you our Work Plan should you desire to include any modifications to better fit the needs and desires of BRWCD.

Based upon the above assumptions, the estimated fee for completion of the project, as outlined in the Scope of Services and attached detailed budget spreadsheet, is **\$62,241** (included as Exhibit B). The cost estimate is based upon information currently available to us.

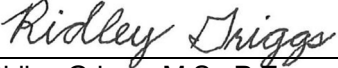
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**Schedule**

We anticipate to submit the EPA Community Grant Package and Programmatic Environmental Assessment at the beginning of August 2026 to the EPA. Ongoing coordination with the EPA for Application and Programmatic EA approval may carry over into the new year of 2027.

Sincerely,

HANSEN, ALLEN & LUCE, INC.

  
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Ridley Griggs, M.S., P.E.  
Project Manager

## STANDARD FEE SCHEDULE 2026

### PERSONNEL CHARGES

Client agrees to reimburse Hansen, Allen & Luce, Inc. (HAL), for personnel hourly rates related to the completion of the project, in accordance with the following:

|                                    |       |
|------------------------------------|-------|
| Managing Professional III .....    | \$250 |
| Managing Professional II .....     | \$240 |
| Managing Professional I .....      | \$227 |
| Senior Professional III .....      | \$215 |
| Senior Professional II .....       | \$206 |
| Senior Professional I .....        | \$190 |
| Professional III.....              | \$180 |
| Professional II.....               | \$168 |
| Professional I.....                | \$157 |
| Professional Intern II.....        | \$147 |
| Professional Intern I.....         | \$139 |
| Environmental Scientist II .....   | \$149 |
| Environmental Scientist I .....    | \$131 |
| Engineering Student Intern .....   | \$90  |
| Water Resource Specialist II ..... | \$164 |
| Water Resource Specialist I .....  | \$153 |
| Professional Geologist II.....     | \$183 |
| Professional Geologist I.....      | \$168 |
| Geologist .....                    | \$154 |
| Senior Designer.....               | \$152 |
| Designer .....                     | \$139 |
| Senior Field Technician .....      | \$169 |
| Field Technician .....             | \$110 |
| CAD Operator.....                  | \$121 |
| Administrative Assistant .....     | \$84  |
| Professional Land Surveyor.....    | \$175 |
| 1 Man GPS Surveying Services.....  | \$190 |
| Grout Seal Witness.....            | \$200 |
| Drone Pilot .....                  | \$230 |
| Expert Legal Services.....         | \$375 |

### DIRECT CHARGES

Client also agrees to reimburse HAL for all other costs related to the completion of the project.

Charges shall include, but not be limited to, the following:

|                                                             |                      |
|-------------------------------------------------------------|----------------------|
| Communication, Computer, Reproduction .....                 | \$7 per labor hour   |
| Out-of-town per diem allowance (lodging not included) ..... | \$80 per day         |
| Vehicle .....                                               | \$0.74 per mile      |
| Outside consulting and services .....                       | Cost plus 10%        |
| Other direct expenses incurred during the project .....     | Cost plus 10%        |
| Trimble GPS Unit .....                                      | \$165 per day        |
| Data Logger/Transducer.....                                 | \$165 per week       |
| Credit Card Payment Fee .....                               | 3% of Payment Amount |

INTEREST CHARGE AFTER 30 DAYS FROM INVOICE DATE..... 1.5% per month

Note: Annual adjustments to personnel and expense charges will occur in January of each year.

HAL PROPOSAL SPREADSHEET



CLIENT: Bear River Water Conservancy District  
PROJECT: EPA Community Grant Assistance and NEPA Support

| Pha Task #                                          | Task Activity                                                              | Billing Period | Hours        |                   |                |               |           | Total Hours | Labor Cost  | Communications /Office Expense | Miles Travel | Direct Expense | Expense Cost | Total HAL Cost with Contingency & Rate Inc. | Outside Expense | COMMENT                                                              |
|-----------------------------------------------------|----------------------------------------------------------------------------|----------------|--------------|-------------------|----------------|---------------|-----------|-------------|-------------|--------------------------------|--------------|----------------|--------------|---------------------------------------------|-----------------|----------------------------------------------------------------------|
|                                                     |                                                                            |                | Man Prof III | Sen Prof I Ridley | WRS II Kathryn | PEI II Sophia | Surveying |             |             |                                |              |                |              |                                             |                 |                                                                      |
| I EPA Community Grant Application Package           |                                                                            |                |              |                   |                |               |           |             |             |                                |              |                |              |                                             |                 |                                                                      |
| 100                                                 | Project management and documentation                                       | 1              |              | 8                 | 0              |               |           | 8           | \$1,520.00  | \$56.00                        |              |                | \$56.00      | \$1,733.60                                  |                 |                                                                      |
| 101                                                 | EPA Correspondence                                                         | 1              |              | 2                 | 8              |               |           | 10          | \$1,692.00  | \$70.00                        |              |                | \$70.00      | \$1,938.20                                  |                 |                                                                      |
| 102                                                 | Key Application Materials                                                  | 1              |              | 8                 | 24             |               |           | 32          | \$5,456.00  | \$224.00                       |              |                | \$224.00     | \$6,248.00                                  |                 |                                                                      |
| 103                                                 | Budget Information                                                         | 1              |              | 8                 | 4              |               |           | 12          | \$2,176.00  | \$84.00                        |              |                | \$84.00      | \$2,486.00                                  |                 |                                                                      |
| 104                                                 | Workplan                                                                   | 1              |              | 8                 | 16             |               |           | 24          | \$4,144.00  | \$168.00                       |              |                | \$168.00     | \$4,743.20                                  |                 |                                                                      |
| 199                                                 | Quality Control (QC) / Quality Assurance (QA)                              | 1              |              | 2                 |                |               |           | 2           | \$380.00    | \$14.00                        |              |                | \$14.00      | \$433.40                                    |                 |                                                                      |
| SUBTOTAL HOURS/UNITS:                               |                                                                            |                | 0            | 36                | 52             | 0             | 0         | 88          |             | \$616.00                       | 0            | 0              |              |                                             |                 |                                                                      |
| SUBTOTAL:                                           |                                                                            |                | \$0.00       | \$6,840.00        | \$8,528.00     | \$0.00        | \$0.00    |             | \$15,368.00 | \$616.00                       | \$0.00       | \$0.00         | \$616.00     | \$17,582.40                                 | \$0.00          | Subconsultant Cost                                                   |
| II National Environmental Policy Act (NEPA) Support |                                                                            |                |              |                   |                |               |           |             |             |                                |              |                |              |                                             |                 |                                                                      |
| 200                                                 | Project management and documentation                                       | 1              |              | 2                 | 0              |               |           | 2           | \$380.00    | \$14.00                        |              |                | \$14.00      | \$433.40                                    |                 |                                                                      |
| 201                                                 | Kickoff Meeting with EPA/Coordination                                      | 1              |              | 2                 | 2              |               |           | 4           | \$708.00    | \$28.00                        |              |                | \$28.00      | \$809.60                                    |                 |                                                                      |
| 202                                                 | Coordinate site work and supporting materials (photos, measurements, etc.) | 1              |              | 2                 | 16             |               |           | 18          | \$3,004.00  | \$126.00                       |              |                | \$126.00     | \$3,443.00                                  |                 |                                                                      |
| 203                                                 | Cultural Resources/SHPO Consultation Coordination                          | 1              |              | 0                 | 8              |               |           | 8           | \$1,312.00  | \$56.00                        |              |                | \$56.00      | \$1,504.80                                  | \$5,468.00      | Cultural - Bighorn (no tribal letters - EPA R8 will provide letters) |
| 204                                                 | Draft Programmatic Environmental Assessment                                | 1              |              | 8                 | 120            | 24            |           | 152         | \$24,728.00 | \$1,064.00                     |              |                | \$1,064.00   | \$28,371.20                                 |                 |                                                                      |
| 205                                                 | Finalize Programmatic Environmental Assessment                             | 1              |              | 4                 | 20             |               |           | 24          | \$4,040.00  | \$168.00                       |              |                | \$168.00     | \$4,628.80                                  |                 |                                                                      |
| 299                                                 | Quality Control (QC) / Quality Assurance (QA)                              | 1              |              |                   |                |               |           | 0           | \$0.00      | \$0.00                         |              |                | \$0.00       | \$0.00                                      |                 |                                                                      |
| SUBTOTAL HOURS/UNITS:                               |                                                                            |                | 0            | 18                | 166            | 24            | 0         | 208         |             | \$1,456.00                     | 0            | 0              |              |                                             |                 |                                                                      |
| SUBTOTAL:                                           |                                                                            |                | \$0.00       | \$3,420.00        | \$27,224.00    | \$3,528.00    | \$0.00    |             | \$34,172.00 | \$1,456.00                     | \$0.00       | \$0.00         | \$1,456.00   | \$39,190.80                                 | \$5,468.00      | Subconsultant Cost                                                   |
| TOTAL HOURS BY EMPLOYEE:                            |                                                                            |                | 0            | 54                | 218            | 24            | 0         |             |             |                                |              |                |              |                                             |                 |                                                                      |

| PHASE                | TASK                                             | Labor       | Direct Exp | Subtotal      | Subconsultant | SubTotal with Contingency |
|----------------------|--------------------------------------------------|-------------|------------|---------------|---------------|---------------------------|
|                      |                                                  | Costs       | Cost       | w/Contingency | Costs         |                           |
| I                    | EPA Community Grant Application Package          | \$15,368.00 | \$616.00   | \$17,582.40   | \$0.00        | \$17,582.40               |
| II                   | National Environmental Policy Act (NEPA) Support | \$34,172.00 | \$1,456.00 | \$39,190.80   | \$5,468.00    | \$44,658.80               |
| TOTAL w/Contingency: |                                                  | \$54,494.00 | \$2,279.20 | \$56,773.20   | \$6,014.80    | \$62,241.20               |

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