



Post Office Box 114
Montpelier, Indiana 47359

2328 North US 35, Unit A
LaPorte, Indiana 46350

August 28, 2023

Mr. Steve Gunty – *via email*
Munster Public Works
508 Fisher Street
Munster, Indiana 46321

RE: UST Compliance Services Proposal
Munster Public Works
508 Fisher Street
Munster, Indiana 46321
FID #16556

Dear Mr. Gunty,

Creek Run L.L.C. Environmental Engineering (Creek Run) is pleased to provide this proposal to oversee and provide monthly underground storage tank (UST) compliance at the above referenced facility. Upon execution of this proposal, Creek Run agrees to provide the following services:

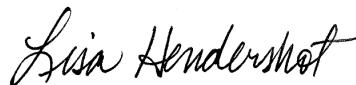
- Complete monthly walk-through inspections at the UST facility in accordance with Title 40 of the Code of Federal Regulations, Part 280 (40 CFR 280) Subpart B and Subpart C and Petroleum Equipment Institute (PEI) recommended practices. Monthly inspections may include but are not limited to inspection of:
 - Spill prevention equipment;
 - Release detection equipment;
 - Containment sumps; and
 - Handheld detection equipment.
- Maintain and store all environmental records and compliance documentation for your UST facility on a secure database that will be made available to Munster Public Works and the Indiana Department of Environmental Management (IDEM), upon request. Environmental records and compliance documentation include, but are limited to:
 - UST Notification Forms and Certifications of Financial Responsibility (COFR). Additionally, Creek Run will provide a reminder notification to update your financial responsibility mechanism annually;
 - Results, testing and monitoring records related to the UST system; and
 - Documentation of UST system repairs.
- On a monthly basis, provide an electronic summary of the walkthrough inspections and recommendations for upgrades and general maintenance to ensure that Munster Public Works remains compliant with applicable regulations.
- Advise Munster Public Works on federal and state regulations.

- Prepare and submit UST notification forms on behalf of Munster Public Works when needed (i.e., change in ownership, UST/piping closure, change-in-service, etc.).
- Manage recurring testing/inspection dates and deadlines and provide timely notification to Munster Public Works for scheduling purposes. Creek Run will coordinate and schedule third party testing/inspection services on your behalf. Please note that this proposal does not include costs for third party testing/inspection services. Third party testing/inspection services will be billed to you at cost with a 10% mark-up.
- Create and maintain an on-site documentation binder for all necessary UST facility documents, including but not limited to:
 - Site map
 - Emergency contacts;
 - Equipment manuals;
 - Maintenance records; and
 - Test results.

Our cost to provide these services is **\$400 per month**. Please sign this proposal below and send back to Creek Run if you wish to proceed.

Creek Run appreciates the opportunity to provide a proposal for this project. Please feel free to contact the undersigned with any questions or concerns. We look forward to working with you!

Sincerely,



Lisa Hendershot, CHMM
Chief Operating Officer

All parties acknowledge that a PDF or faxed signature constitutes an original and that the intent is that any such signature would be given the same effect as if it were a "wet" signature.

Signed Authorization to Proceed:

Print Name and Title

Signature

Date

