



**COLORADO**  
Department of  
Labor and Employment  
Division of Oil and Public Safety

# Leaning, Streamlining and Entirely Electronic Processing of Fund Reimbursement Applications

**Jane Bral**

*Colorado Division of Oil &  
Public Safety*





# Overview of Former Process

- One Original application for all Applicant types
- One of 4 affidavits for the Non-Responsible Applicants
- Insurance Affidavit & Policy – all Applicant types
- Equipment & Materials > \$10K
- Up to 6 potential affidavits
- IRS Documentation of FEIN or SSN
- Application submitted 1st, wait for acknowledgement with RAP#, 2nd submit eRAP



# COLORADO PETROLEUM STORAGE TANK FUND

## REIMBURSEMENT APPLICATION - ORIGINAL (2016)

THIS FORM MUST BE USED FOR THE ORIGINAL APPLICATION FOR REIMBURSEMENT. After the Applicant has established eligibility, Short Form S is used.

RAP #  
COLEOPS

Eligibility Category Requested:	Applicant Entity Type	Event #
Applicant's Full Legal Name:	Select Response	Social Security # or Federal ID #
Contact Person:	Phone	Fax
Mailing Address (should match W-9):	Street	City State Zip
Remit Mailing Address (if different, should match Remit on W-9):	Street	City State Zip
Site Name:	Street	City State Zip
Site Address:	Street	City State Zip
Site Ownership History:	Applicant acquired site on [date]	Is the site lease



Colorado Department of Labor and Employment  
Division of Oil and Public Safety - Petroleum Storage Tank Fund  
633 17<sup>th</sup> Street, Suite 500  
Denver, CO 80202-3610

Phone: 303-318-8525  
Fax: 303-318-8488  
Email: [cdle\\_fund@state.co.us](mailto:cdle_fund@state.co.us)  
Web: [www.colorado.gov/ops](http://www.colorado.gov/ops)

### AFFIDAVIT: EQUIPMENT OR MATERIALS COSTING \$10,000 OR OVER

(REVISED 9/17/2014)

This form should be used when an applicant is requesting reimbursement of equipment or material costing \$10,000 or over. Please note the following requirements:

- This form must be reproduced on the consultant/contractor company's letterhead as opposed to the applicant's letterhead. Affidavits that are not on the consultant/contractor company's letterhead will not be accepted.
- This form must be signed by both the applicant and the primary consultant.

More information is available in the [Petroleum Storage Tank Regulations](#).

Applicant Name: \_\_\_\_\_  
Site Name: \_\_\_\_\_  
Site Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

I have enclosed a copy of proof of payment (a canceled check) that the equipment or material listed below has been paid for. I hereby certify that the following information is correct to the best of my knowledge, information and belief. I understand there are severe civil and/or criminal penalties for any false statement or misrepresentation of a material fact, knowing it to be false or failing to disclose a material fact with the intent to defraud.

Equipment or Material Name (as listed on the Subcontractor Invoice)	ZIP:

Primary Consultant Invoice # on which Equipment or Material is Listed: \_\_\_\_\_

Total Reimbursement Amount Requested (as listed on the OPS Invoice): \_\_\_\_\_

### Affidavit: Insurance Documentation

(Revised 1/7/2015)

Insurance or nonexistence of insurance policies and applicant is required to complete this



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### Affidavit: Orphan or Abandoned Tanks

(Revised 1/7/2015)

A Fund applicant who is seeking to establish reimbursement eligibility for remediation costs related to petroleum contamination that originated from an orphan or abandoned tank is required to complete this affidavit and sign it before a notary public. More information about this requirement is available in Sections 8-20.5-101 (1) and (9), 8-20.5-206 (3) (b) and 8-20.5-303 (3) (b) of the [Colorado Revised Statutes](#).

#### Applicant Certification

I, \_\_\_\_\_ (Applicant Name), being first duly sworn, depose and state the following:

- I am applying for reimbursement as a ☐ property owner ☐ tank owner who bears no responsibility for the release.
- I acquired the property at \_\_\_\_\_ (Address) \_\_\_\_\_ (Acquisition Date) from \_\_\_\_\_ (Name of Seller).
- I discovered the orphan or abandoned petroleum storage tank(s) on \_\_\_\_\_ (Date).
- I did not install and have never operated the orphan or abandoned petroleum storage tank(s) on this property, nor have I ever leased them to any other person for operation.
- The costs for which I have requested reimbursement are for remediation of petroleum contamination from the orphan or abandoned petroleum storage tank(s) only.

### AFFIDAVIT: CURRENT/FORMER PROPERTY OWNER

(REVISED 1/7/2015)

A Fund applicant who is seeking to establish reimbursement eligibility as a current or former property owner who bears no responsibility for the release is required to complete this affidavit and sign it before a notary public. More information about this requirement is available in Sections 8-20.5-206 (3) (a) and 8-20.5-303 (3) (a) of the [Colorado Revised Statutes](#).


I, \_\_\_\_\_ (Applicant Name), Fund applicant, being first duly sworn upon oath and being of lawful age, state the following from my personal knowledge:

- I acquired the property at \_\_\_\_\_ (Address) \_\_\_\_\_ (Date) from \_\_\_\_\_ (Name of Person/Entity that sold property to Applicant, i.e., Seller).
- For former property owner: I sold the property on \_\_\_\_\_ (Date) to \_\_\_\_\_ (Name of Purchaser).
- During my ownership of the property, I never owned, operated or managed petroleum storage tanks on this property.
- During my ownership of the property, I never leased tanks on this property to any other person for operation.



# Cost Documentation

- OPS Invoice
- eRAP
- Overlapping Date of Work Matrix



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Web: [www.colorado.gov/ops](http://www.colorado.gov/ops)

Matrix: Overlapping Dates of Work

Invoice #	Date of Work	Employee or Subcontractor Name	Phase of Work Code	Activity Code	Task & Labor Code	Task Description	Quantity	Rate	Total
1-7621aa-417	4/11/2017	Matthew Larsen (Cons Rep #5956)	3F	f.	5.3	Project management	2.25	\$117.00	\$263.25
1-7621aa-417	4/3/2017	CGRS, Inc.	3F	f.	9.4	Mileage - Company Truck/Van	30.00	\$0.54	\$16.05
1-7621aa-417	4/21/2017	Matthew Larsen (Cons Rep #5956)	3F	f.	5.4	Data review & analysis	1.25	\$97.00	\$121.25
780770892	4/18/2017	Colorado Springs Utilities	3F	f.	10.6	Colorado Springs Utilities	1.00	\$328.12	\$328.12
1-7621aa-417	4/25/2017	Matthew Larsen (Cons Rep #5956)	3F	f.	5.4	Data review & analysis	1.00	\$97.00	\$97.00
1-7621aa-417	4/26/2017	Matthew Larsen (Cons Rep #5956)	3F	f.	5.4	Data review & analysis	0.50	\$97.00	\$48.50
1-7621aa-417	4/28/2017	Matthew Larsen (Cons Rep #5956)	3G	g.	5.4	Data review & analysis	1.00	\$97.00	\$97.00
6946-17	5/8/2017	eAnalytics Laboratory	3G	g.	6.9	BTEX/MTBE/TVPH	1.00	\$2,116.00	\$2,116.00
6946-17	5/8/2017	eAnalytics Laboratory	3G	g.	6.40	Nitrate	1.00	\$72.45	\$72.45
6946-17	5/8/2017	eAnalytics Laboratory	3G	g.	6.31	Microbe/Plate Count	1.00	\$644.00	\$644.00
6946-17	5/8/2017	eAnalytics Laboratory	3G	g.	6.41	Sulfate	1.00	\$75.90	\$75.90
1-7621aa-517	5/1/2017	Sample wells	3G	g.	4.1	Sample wells	8.00	\$100.00	\$800.00
1-7621aa-517	5/1/2017	CGRS, Inc.	3G	g.	12.1	Misc. field supplies, groundwater sampling	1.00	\$12.00	\$12.00
1-7621aa-517	5/1/2017	CGRS, Inc.	3G	g.	9.4	Mileage - Company Truck/Van	70.00	\$0.54	\$37.45

## NOVEMBER 2015 INVOICE

Client Name: Evergreen Oil Company  
Billing Address: 1202 Bergen Parkway, Suite #303  
City, State, Zip: Bergen, CO 80439  
Site Name: Evergreen #20  
Site Address: 26431 Main Street  
City, State, Zip: Conifer, Colorado, 80433

Invoice #: 911007  
Invoice date: 12/7/2015  
Pages: 1  
Job#: 2105  
Consultant Listing #: C118

Event #: 3537

Start Date: 10/30/2015

End Date: 11/25/2015

PHASE OF WORK CODE (PWC)	ACTIVITY CODE (AC)	TASK OR LABOR CODE (TLC)	TASK DESCRIPTION	UNIT	QUANTITY	UNIT RATE	SUBTOTAL	MARKUP	SUBTOTAL BY TASK GROUP	TOTAL
3D	d.	10.9	Remediation system installation/excavation	event	1	\$ 275.00	\$ 275.00	\$ 41.25		\$ 316.25
Activity Code d. Subtotal										\$ 316.25
TOTAL 3D COSTS:										\$ 316.25
3F	f.	5.3	Remediation system operation & maintenance	hours	7.25	\$ 106.00	\$ 768.50			\$ 768.50
3F	f.	5.4	project manager (OPS #5904)	hours	2.50	\$ 88.00	\$ 220.00			\$ 220.00
3F	f.	5.5	staff engineer / scientist	hours	0.50	\$ 75.00	\$ 37.50			\$ 37.50
3F	f.	5.6	senior technician	hours	23.75	\$ 59.00	\$ 1,401.25			\$ 1,401.25
3F	f.	9.4	mileage	miles	147	\$ 0.575	\$ 84.53			\$ 84.53
3F	f.	12.1	misc field supplies	days	1.00	\$ 12.00	\$ 12.00			\$ 12.00
3F	f.	12.2	water level indicator	each	1.00	\$ 25.00	\$ 25.00			\$ 25.00
3F	f.	13.4	air compressor - 1.8 HP, 200 PSI, Home Depot order #W431635374	each	1.00	\$ 378.90	\$ 378.90	\$ 56.54		\$ 433.44
hardware - winterizing materials (insulation, door sweeps, replacement door strikes) on AMEY and Main Street										\$ 0.00

Site Name: Evergreen #20						Job#: 2105				
Site Address: 26431 Main Street						Consultant Listing #: C118				
City, State, Zip: Conifer, Colorado, 80433										
Event #: 3537						Start Date: 10/30/2015				
						End Date: 11/25/2015				
Remediation Method(s): Pump and Treat						Effective Date: 4/1/2003				
PHASE OF WORK CODE (PWC)	ACTIVITY CODE (AC)	TASK OR LABOR CODE (TLC)	TASK DESCRIPTION	UNIT	QUANTITY	UNIT RATE	SUBTOTAL	MARKUP	SUBTOTAL BY TASK GROUP	TOTAL
3D	d.		Remediation system installation/excavation permit (downgradient property owner required reimbursement for legal review of access agreement before signing the agreement)	event	1	\$ 275.00	\$ 275.00	\$ 41.25		
3D	d.	10.9								
Activity Code d. Subtotal									\$ 316.25	\$ 316.25
						TOTAL 3D COSTS:				\$ 316.25
3F	f.	5.3	Remediation system operation & maintenance	hours	7.25	\$ 106.00	\$ 768.50			\$ 768.50
3F	f.	5.4	project manager (OPS #5904)	hours	2.50	\$ 88.00	\$ 220.00			\$ 220.00
3F	f.	5.5	staff engineer / scientist	hours	0.50	\$ 75.00	\$ 37.50			\$ 37.50
3F	f.	5.6	senior technician	hours	23.75	\$ 59.00	\$ 1,401.25			\$ 1,401.25
3F	f.	9.4	mileage	miles	147	\$ 0.575	\$ 84.53			\$ 84.53



# Streamlining Efforts

- Two Original Application Forms- Owner/Operators and Non-Responsible Parties
- Redesigned form with bold arrows indicating drop-downs
- No longer require IRS documentation

COLORADO PETROLEUM STORAGE TANK FUND		ORIGINAL REIMBURSEMENT APPLICATION Tank Owner / Operator (2017)	
THIS FORM MUST BE USED FOR THE ORIGINAL APPLICATION FOR REIMBURSEMENT. After the Applicant has established eligibility, Short Form S is used.		RAP # COLEIOPS Internal Use only	
Applicant Entity Type:	<input type="text"/>	Event #	<input type="text"/>
Applicant's Full Legal Name:	<input type="text"/>	Select Response	Social Security # or Federal Tax ID #
Contact Person:	<input type="text"/>	Phone :	Fax #
Mailing Address (must match W-9) :	Street:		Email:
	City:	State <input type="text"/>	Zip:
Reimbursement Mailing Address (if different, must match Remit on W-9):	Remit Entity:		
	Street:		
	City:	State <input type="text"/>	Zip:
			Email
W-9 Information:	Is the applicant a new applicant to the Fund? <input type="text"/>		
Site Name:	<input type="text"/>		
Site Address:	Street: <input type="text"/>		
	City: <input type="text"/>		
	State: CO Zip: <input type="text"/>		
Site Ownership:	<input type="text"/>		

[Completing App Instructions](#) [E-Submittal Instructions](#) [RCR Instructions](#) [Application Form](#) [List](#)



# Streamlining Efforts

Colorado Petroleum Storage Tank Fund		ORIGINAL REIMBURSEMENT APPLICATION Non-Responsible Party (2017)	
THIS FORM MUST BE USED FOR THE ORIGINAL APPLICATION FOR REIMBURSEMENT After the Applicant has established eligibility, Short Form S is used.		RAP # <i>CDLE/OPS Internal Use only</i>	
Eligibility Category Requested:	Abandoned Tank	Applicant Entity Type	
Applicant's Full Legal Name:	Select an Eligibility Category	Social Security # or Federal Tax ID #	
Contact Person:		Phone :	Fax #
Mailing Address (must match W-9):	Street:		Email:
	City:	State	Zip:
Reimbursement Mailing Address (if different, must match Remit on W-9):	Remit Entity: Street:		
	City:	State	Zip: Email
W-9 Information:	Is the applicant a new applicant to the Fund?		
Site Name:	Event		
Completing App Instructions		E-Submittal Instructions	RCR Instructions
		Application Form	Listing of

- Non-Responsible Application
- Affidavit information incorporated into the application
- Select Eligibility Category
- Needed sections will be highlighted – not needed grayed out

## To be eligible as an Abandoned or Orphan Tank Owner the applicant certifies the following:

Abandoned or Orphan Tank Information:

Are tanks present on the site?

☐

Date of discovery of tanks:

- I did not install and have never operated the orphan or abandoned petroleum storage tank(s) on this property, nor have I ever leased them to any other person for operation.
- When I acquired this property, I had no reason to know, by personal knowledge or observation, representations by the seller or any other person, environmental assessments, reports, or any other means, that the abandoned tank(s) existed nor that there had ever been a release of petroleum product on this site.
- "Release" means any spilling, leaking, emitting, discharging, escaping, leaching or disposing of a regulated substance from an underground storage tank into groundwater, surface water, surface soils or subsurface soils.
- There is no relationship, financial or otherwise, between the Fund applicant and the seller of the subject property, including relationships between and among shareholders, officers, directors or other principals, owners, operators or management personnel.
- I understand that there are severe criminal penalties for any false statement or misrepresentation of a material fact, knowing it to be false or knowingly failing to disclose a material fact with the intent to defraud.

## To be eligible as a current or former Property Owner the applicant certifies the following:

Current or Former Property Owner Information:

- During my ownership of the property, I never owned, operated or managed petroleum storage tanks on this property.
- During my ownership of the property, I never leased tanks on this property to any other person for operation.
- When I acquired this property, I had no reason to know, by personal knowledge or observation, representations by the seller or any other person, environmental assessments, reports or any other means, that there was a preexisting release of petroleum product on this site.
- "Release" means any spilling, leaking, emitting, discharging, escaping, leaching or disposing of a regulated substance from a petroleum storage tank system into groundwater, surface water, surface soils or subsurface soils.
- There is no relationship, financial or otherwise, between the Fund applicant and the owner, operator or manager of the petroleum storage tanks on the subject property, including relationships between and among shareholders, officers, directors or other principals.

Completing App Instructions

E-Submittal Instructions

RCR Instructions

Application Form

Listing of





# Streamlining Efforts

Has Applicant received, or does Applicant expect to receive, compensation for corrective action costs from ANY source other than the Colorado Petroleum Storage Tank Fund, including lawsuits, insurance settlements (other settlements including Select Response), insurance contributions from other parties? If yes, state amount of other reimbursement, including court case name and number, if applicable: \$ \_\_\_\_\_

**List all insurance policies covering this site at date of release - include additional page(s), if necessary:**

Carrier Name: \_\_\_\_\_ Policy # \_\_\_\_\_ Phone # \_\_\_\_\_  
Agent's Name: \_\_\_\_\_ Effective Dates: \_\_\_\_\_

**Does policy cover cleanup of petroleum contamination?** ▶

Carrier Name: \_\_\_\_\_ Policy # \_\_\_\_\_ Phone # \_\_\_\_\_  
Agent's Name: \_\_\_\_\_ Effective Dates: \_\_\_\_\_

**Does policy cover cleanup of petroleum contamination?** ▶

**Provide the information below for any applicable insurance policy:**

Policy Number	Deductible	Amounts Paid to Date	Amounts Claimed and/or Expected to be Paid in the

- Insurance information incorporated into the applications
- Eliminated Equipment & Materials >\$10K affidavit
- These steps eliminated 6 affidavits



# Streamlining Efforts

By signing the application the Applicant affirms the affidavit information.

## Signatory Page

Applicant:

Select Response

Applicant's Full Legal Name:

Social Security # or Federal Tax ID #

Signature of Applicant or Authorized Officer

Date

Print Name & Title of Authorized Officer



# Streamlining Efforts

COLORADO PETROLEUM STORAGE TANK FUND		<b>SUPPLEMENTAL REIMBURSEMENT APPLICATION</b> Short Form S (2017)	
<i>This form should be used, and can only be used, on Supplemental Reimbursement Applications when the Applicant has already established eligibility for reimbursement of remediation costs relative to this occurrence.</i>		RAP # _____ <i>CDLE/OPS Internal Use only</i>	
The nature of this Supplemental Reimbursement Application is: [Select all that apply]			
Additional costs not previously reimbursed.		<input type="checkbox"/>	
Other (Explain):			
List RAP # of last application previously filed for this remediation:			
Applicant's Full Legal Name:		Social Security # or Federal Tax ID #	
Contact Person:		Phone	Fax #
Mailing Address:	Street: _____ City: _____ State <input type="text"/> Zip _____	Email: _____	
Reimbursement Mailing Address (if different):	Remit Entity Street: _____ City: _____ State <input type="text"/> Zip _____	Email: _____	
Applicant is (select one): <input type="text"/>			

Completing App Instructions   E-Submittal Instructions   RCR Instructions   Application F

- Supplemental Application used for all Applicant types
- Reformatted to resemble the Original Applications
- Bold arrows indicate drop-downs



# Streamlining Efforts

- New cost form called Reimbursement Cost Request (RCR)
- Presents all costs requested for reimbursement – dates of work, invoice #, employee & sub names, coding & costs
- Sorting makes it easy to recognize overlapping dates of work and duplicate cost





# Streamlining Efforts

Companies, LLC RCR for EID 3537 - 4-30-18 to 5-25-18

REP #:

1

**Client Name:** Oil Company  
**Billing Address:** 1000 Bergen Parkway  
**City, State, Zip:** Evergreen, CO 80439  
**Site Name:** Evergreen #20  
**Site Address:** 26431 Main Street  
**City, State, Zip:** Conifer, CO 80433  
**Event #:** 3537

**Start Date:**

4/30/2018

**End Date:**

5/25/2018

CONSULTANT INVOICE #	SUBCONTRACTOR INVOICE #	SUBCONTRACTOR R NAME	EMPLOYEE NAME	DATE OF WORK	PHASE OF WORK CODE	ACTIVITY CODE (AC)	TASKOR LABOR CODE (TLC)	TASK DESCRIPTION	UNIT	QUANTITY	UNIT RATE	SUBTOTAL	MARKUP	TOTAL
965602			Catt Wilson	5/2/2018	3C	i.	5.2	prepare report	hours	3.00	\$123.00	\$369.00		\$369.00
965602			Catt Wilson	5/1/2018	3F	f.	5.2	data review	hours	0.25	\$123.00	\$30.75		\$30.75
965602			Catt Wilson	5/2/2018	3F	f.	5.2	PM	hours	0.25	\$123.00	\$30.75		\$30.75
965602			Dave Caley	5/22/2018	3F	f.	5.4	procure replacement filters	hours	0.25	\$97.00	\$24.25		\$24.25
965602			Matt Rogers	5/3/2018	3F	f.	5.4	coord. Subcontractor, planning and prep	hours	1.25	\$97.00	\$121.25		\$121.25
965602			David Owsley	5/1/2018	3F	f.	5.6	O&M	hours	1.50	\$65.00	\$97.50		\$97.50
965602			Catt Wilson	5/16/2018	3G	g.	5.2	field work planning	hours	0.75	\$123.00	\$92.25		\$92.25
965602			John Roberts	5/25/2018	3G	g.	5.5	passive sampler purchase	hours	0.25	\$83.00	\$20.75		\$20.75
965602			Julie Tackett	5/10/2018	3G	i.	5.9	prepare draft report	hours	0.25	\$47.00	\$11.75		\$11.75
965602			Julie Tackett	5/21/2018	3G	i.	5.9	prepare draft report	hours	0.50	\$47.00	\$23.50		\$23.50
965602	697590	Bear Valley Lock & Key		5/16/2018	3F	f.	8.99	locksmith	project	1.00	\$65.00	\$65.00	\$9.75	\$74.75
965602	1416767	Aquapure Filters		5/22/2018	3F	f.	14.99	replacement filters	each	1.00	\$664.19	\$664.19	\$99.63	\$763.82
965602	y805249	Origins		5/16/2018	3F	f.	6.5	MTBE	samples	3.00	\$65.00	\$195.00	\$29.25	\$224.25
965602		Companies		5/1/2018	3F	f.	12.1	misc field supplies	each	1.00	\$12.00	\$12.00		\$12.00
965602		Companies		5/1/2018	3F	f.	12.2	water level indicator	each	1.00	\$25.00	\$25.00		\$25.00
965602		Companies		5/1/2018	3F	f.	9.4	mileage	miles	35.00	\$0.55	\$19.08		\$19.08



# Streamlining Efforts

- RCR is uploaded to the EFS Tracking Database
- Tracks costs requested for reimbursement against the project budget – the EFS
- Generates reports that allow for budget tracking
- Most useful reports:
  - Listing Of Costs
  - Event Reimbursement Balance (ERB)

**Listing of Costs for RAP# 32710**

Work Date Range: 4/30/2018-5/25/2018

Event ID: 3537

Site: Evergreen #20, 9904 US Hwy 285, Conifer

**Phase of Work**

Activity		Total
Task or Labor Description		
<b>3C CAP report preparation</b>		
i. Data Review & Reporting	Event Allowable Total: \$1,723.50	
5.2 prepare report	\$399.75	
5.2 finalize report and client summary	\$92.25	
Activity Total:	\$492.00	
PWC Total:	\$492.00	
<b>3F Remediation system operation &amp; maintenance</b>		
f. System O&M	Event Allowable Total: \$311,619.51	
5.2 data review	\$30.75	
5.2 field work planning	\$61.50	
5.2 PM	\$153.75	
5.4 project coord.	\$48.50	
5.4 coord. Subcontractor, planning and prep	\$121.25	
5.4 O&M engineering	\$242.50	
5.4 procure replacement filters	\$48.50	
5.5 sampling research	\$20.75	
5.5 O&M engineering, subcontractor mgmt	\$456.50	
5.6 O&M	\$243.75	
5.6 O&M follow-up	\$48.75	
5.6 O&M prep	\$32.50	
6.5 MTBE	\$224.25	
8.99 locksmith	\$74.75	
9.4 mileage	\$80.12	
12.1 misc field supplies	\$24.00	
12.2 water level indicator	\$25.00	
14.99 replacement filters	\$763.82	
Activity Total:	\$2,700.94	
PWC Total:	\$2,700.94	
<b>3G Monitoring plan implementation &amp; report preparation</b>		
g. Monitoring Plan Implementation	Event Allowable Total: \$186,516.74	
5.2 field work planning	\$338.25	
5.2 PM	\$61.50	
5.5 passive sampler purchase	\$20.75	
Activity Total:	\$420.50	
i. Data Review & Reporting	Event Allowable Total: \$104,272.10	
5.9 prepare draft report	\$35.25	
Activity Total:	\$35.25	
PWC Total:	\$455.75	


**Total Reimbursement Request for RAP# 32710: \$3,648.69**

**Event Reimbursement Balance for Event ID#: 3537**

Site: Evergreen #20, 9904 US Hwy 285, Conifer

Date: 8/30/2018

Phase of Work Activity	EFS Total	Allowable Total	Balance	Overrun	Unallowed Total
<b>3A - Pilot tests &amp; pumping/slug tests</b>					
a. Pilot Testing	\$80,492.67	\$80,492.67	\$0.00	\$0.00	\$220.00
k. Drilling	\$244,711.70	\$244,711.70	\$0.00	\$0.00	
<b>PWC Totals:</b>	<b>\$305,204.38</b>	<b>\$305,204.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$220.00</b>
<b>3B - Remediation system design</b>					
b. System Design	\$11,168.10	\$11,063.50	\$104.60	\$0.00	
<b>PWC Totals:</b>	<b>\$11,168.10</b>	<b>\$11,063.50</b>	<b>\$104.60</b>	<b>\$0.00</b>	
<b>3C - CAP report preparation</b>					
c. CAP Preparation	\$6,878.46	\$6,077.00	\$801.46	\$0.00	
i. Data Review & Reporting	\$3,500.00	\$1,723.50	\$1,776.50	\$0.00	
<b>PWC Totals:</b>	<b>\$10,378.46</b>	<b>\$7,800.50</b>	<b>\$2,577.96</b>	<b>\$0.00</b>	
<b>3D - Remediation system installation/excavation</b>					
d. System Installation	\$416,027.26	\$43,803.17	\$372,224.09	\$0.00	\$316.25
k. Drilling	\$4,969.29	\$4,755.04	\$214.26	\$0.00	\$47.25
m. Trenching	\$30,968.17	\$26,105.57	\$4,862.60	\$0.00	\$9.00
n. System Enclosure	\$7,185.91	\$1,240.95	\$5,944.96	\$0.00	\$3.60
<b>PWC Totals:</b>	<b>\$459,150.63</b>	<b>\$75,904.73</b>	<b>\$383,245.90</b>	<b>\$0.00</b>	<b>\$376.10</b>
<b>3F - Remediation system operation &amp; maintenance</b>					
f. System O&M	\$644,724.36	\$311,619.51	\$333,104.85	\$0.00	\$47.28
<b>PWC Totals:</b>	<b>\$644,724.36</b>	<b>\$311,619.51</b>	<b>\$333,104.85</b>	<b>\$0.00</b>	<b>\$47.28</b>
<b>3G - Monitoring plan implementation &amp; report preparation</b>					
g. Monitoring Plan Implementation	\$379,832.35	\$186,516.74	\$193,315.60	\$0.00	\$957.49
i. Data Review & Reporting	\$152,159.29	\$104,272.10	\$47,887.19	\$0.00	\$32.25
<b>PWC Totals:</b>	<b>\$531,991.63</b>	<b>\$290,788.85</b>	<b>\$241,202.78</b>	<b>\$0.00</b>	<b>\$989.74</b>
<b>3H - Remediation system decommissioning</b>					
h. System Decommissioning	\$2,301.15	\$0.00	\$2,301.15	\$0.00	
i. Data Review & Reporting	\$838.50	\$0.00	\$838.50	\$0.00	
k. Drilling	\$16,884.35	\$0.00	\$16,884.35	\$0.00	
<b>PWC Totals:</b>	<b>\$20,024.00</b>	<b>\$0.00</b>	<b>\$20,024.00</b>	<b>\$0.00</b>	
<b>Event Totals:</b>	<b>\$1,982,641.56</b>	<b>\$1,002,381.46</b>	<b>\$980,260.10</b>	<b>\$0.00</b>	<b>\$1,633.12</b>





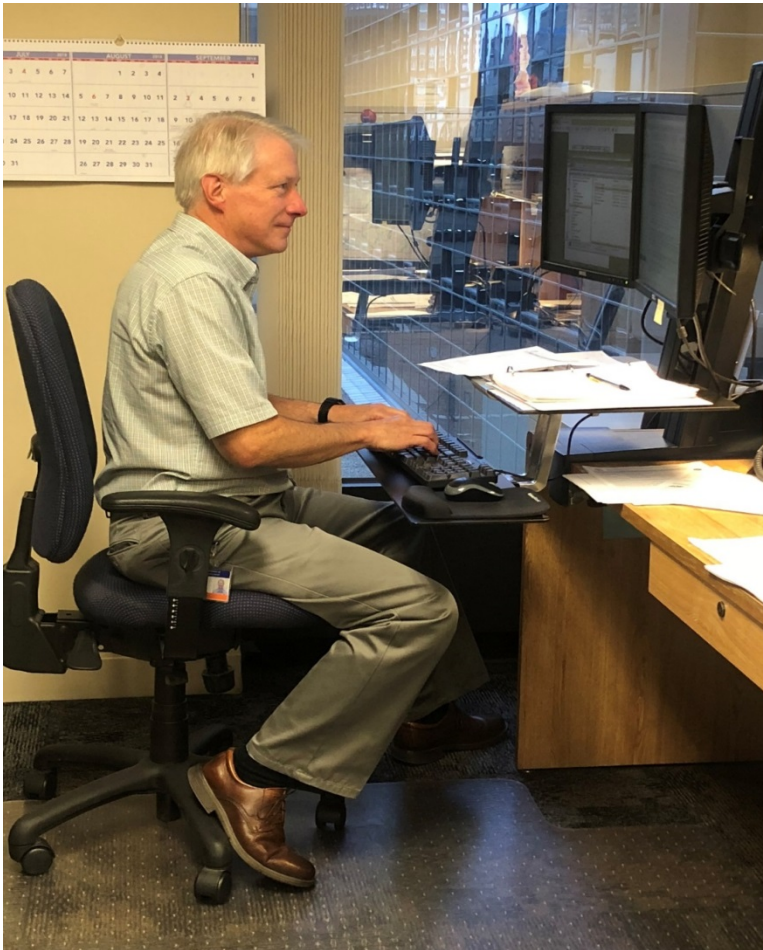
# Streamlining Efforts

- Application & RCR submitted at same time via email
- Fund Analysts ensure all information is included.
- Acknowledgement Letter sent when both are accepted and assigned a RAP #
- Notifies Technical Reviewer RAP is ready for cost review





# Streamlining Efforts



- Technical Reviewers reviewed and approved project budget
- Now review costs submitted for reimbursement
- Familiar with activities at the site
- Notify Fund Analysts when review complete



# Streamlining Efforts



**COLORADO**  
Department of  
Labor and Employment

Division of Oil and Public Safety - Petroleum Storage Tank Committee  
633 17<sup>th</sup> Street, Suite 500  
Denver, CO 80202-3610  
303-318-8525 | [www.colorado.gov/ops](http://www.colorado.gov/ops)

## EXHIBIT B FUND PAYMENT REPORT

Presentation Example

Date: August 01, 2018

State Fiscal Year: 2019

Facility# 1970

TO: Oil Company, A Smith, 1000 Bergen Pkwy, Evergreen, CO 80439

FEIN# ##-#####

SUBJECT: RAP# 32620 / Event# 3537 / Location: Evergreen #20 (aka Loaf 'N Jug #46), 26431 Main St, Conifer, CO

In accordance with Paragraphs 13 & 17 of the Original Reimbursement Application and any Supplemental Reimbursement Application, between the Petroleum Storage Tank Committee and Oil Company covering the period of 2/26/2018 through 3/30/2018, the undersigned commits the following funds for reimbursement:  
\$9,820.15

This Fund Payment Report does not constitute an order for services under the Reimbursement Application.

Costs Submitted:	\$9,820.15
Unallowable or not eligible costs pursuant to statute, regulation, or policy:	(\$0.00)
Subtotal of Allowable Reimbursement:	\$9,820.15
Reduction for non-compliance with tank operating regulations, CRS 58-20.5-104(4)(d){0%}	(\$0.00)
Net Allowable Reimbursement:	\$9,820.15
Deductible, CRS 58-20.5-206	(\$0.00)
TOTAL REIMBURSEMENT AWARD:	\$9,820.15

Total reimbursement paid to date towards cleanup of this Event with this approved payment: \$1,141,213.36

Corrective action costs considered out of scope, or exceeding phase of work budget of an approved corrective action plan or modification, and the associated economic feasibility summary, are not eligible for reimbursement pursuant to 7 CCR 1101-14 58-2(c). Protests cannot be accepted for not eligible costs.

If Applicant disagrees with the reimbursement paid pursuant to the Original or Supplemental Reimbursement Application, or the unallowed costs, Applicant may file a written Protest with the Petroleum Storage Tank Committee within 60 days of the date of the Fund Payment Report, pursuant to 7 CCR 1101-14, 58-6. Send your Protest to the Petroleum Storage Tank Committee, at the letterhead address. Applicant shall use the Protest of Fund Payment Report form provided by the Division of Oil and Public Safety of the Colorado Department of Labor and Employment. This form can be obtained from the OPS website, [www.colorado.gov/ops](http://www.colorado.gov/ops), or by calling 303-318-8554. Failure to file a Protest within 60 days shall waive Applicant's right to contest the Fund Payment Report.

Approvals for RAP# 32620

eRAP Supplemental

State of Colorado:

By:  
for Petroleum Storage Tank Committee

Date: 8/2/2018

HP / LD

To be completed by CDLE Finance Office, Accounts Payable:

PV NUMBER \_\_\_\_\_

PV APPROVAL DATE \_\_\_\_\_

EFT / \_\_\_\_\_

80%

cc: Companies, LLC via email: [consultant@cos.com](mailto:consultant@cos.com);

cc: Oil Company via email: [a@oil.net](mailto:a@oil.net)

- Fund Analysts prepare the Fund Payment Report (FPR)
- Fund Analysts and Program Manager approve for payment
- Prepare payment documents sent via email to Finance



# Implementation

- Alpha Tested with 2 Consultants
- Beta tested with larger group of 8 Consultants
- Outreach to Consulting Community (in person group and via webinar – recorded for web page)
- Go Live January 2018
- Allowed a 3 month grace period where applications in both old and new format were accepted





# Payment Methods

- Traditional Warrants sent via US Mail
- Electronic Funds Transfer (EFT)
- Applicants split (50% Warrant - 50% EFT)
- If Warrant – One FPR One Warrant
- If EFT and more than One FPR per Applicant payment is sent as lump sum of all FPRs
- OPS provides Applicant with a Remit File

EFT Remittance - Oil Company			email: A@OIL.NET	
<b>Applicant</b>	<b>FPR Date</b>	<b>RAP</b>	<b>Event</b>	<b>FPR \$</b>
Oil Company	8/1/2018	32496	8826	\$3,869.31
	8/1/2018	32600	8826	\$3,330.87
	8/1/2018	32602	11065	\$20,536.94
	8/1/2018	32620	3537	\$9,820.15
<b>Total EFT payments</b>				<b>\$37,557.27</b>



# Results



- Most Consultants & Applicants find the process more efficient with less duplication
- Generally smooth transition
- Success!!!

The background is a solid yellow color with a faint, semi-transparent image of a desk setup. It includes a laptop, a white mug, and a pair of glasses.

**Jane Bral, P.G.**

**Petroleum Cleanup & Redevelopment Fund Manager**

**303-318-8510**

**[jane.bral@state.co.us](mailto:jane.bral@state.co.us)**

**[Colorado.gov/OPS](http://Colorado.gov/OPS)**