



**Alabama Department of Environmental Management**  
[adem.alabama.gov](http://adem.alabama.gov)

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July 30, 2024

**MEMORANDUM**

**TO:** Alabama Tank Trust Fund Response Action Contractors

**RE:** **Revised Maximum Allowable Labor Rates** Alabama Underground and Aboveground Storage Tank Trust Fund Effective Date – August 1, 2024

The Department has established new maximum allowable labor rates for work performed on or after August 1, 2024, at Tank Trust Fund eligible sites.

The maximum allowable labor rates for work performed are as follows:

<b>LABOR CATEGORY</b>	<b>HOURLY RATE</b>
Alabama Licensed Professional Geologist	\$140
Alabama Registered Professional Engineer	\$140
Project Manager	\$122
Staff Geologist	\$102
Staff Engineer	\$102
Staff Scientist	\$95
Technician	\$74
Draftsperson	\$74
Administrative Assistant/Clerical	\$60

Since the cost proposals which have already been prepared or will soon be prepared are in various stages of preparation and implementation, please note the following guidelines which discuss various scenarios regarding cost proposal/payment request issues.

Cost Proposals to Be Submitted to ADEM:

Effective immediately, Trust Fund Contractors may begin using the revised labor rates for preparing cost proposals for labor to be performed.



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**Coastal Office**  
1615 South Broad Street  
Mobile, AL 36605  
(251) 450-3400  
(251) 479-2593 (FAX)

Cost Proposals Submitted but not yet approved by ADEM:

For cost proposals already received by the Department and not yet approved, the labor rates will be modified by the UST Corrective Action staff to reflect the recently revised rates

Previously approved cost proposals that will include labor charges on or after August 1, 2024, where the associated payment request has not yet been submitted:

For those cost proposals previously approved that will be implemented on or after August 1, 2024, the revised rates can be utilized and can be included in a future associated payment request.

The use of these revised rates may cause the payment request to exceed the previously approved cost proposal amount. Where an exceedance is due solely to the use of the higher rates, an addendum will not be necessary to be submitted

Revised Unit Rate Cost Proposal and Payment Request Forms:

The Department has prepared a new draft Unit Rate Cost Proposal and Payment Request Forms to reflect the changes included in this memorandum. The form “Alabama Tank Trust Fund Forms 31 and 32 August 24 M8 DRAFT” will be available on the Department’s website under the UST Program, Tank Trust Fund information section.