



CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING

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## LETTER OF TRANSMITTAL

TO: Paula Vandehey  
City of Appleton  
100 North Appleton Street  
Appleton, WI 54611

DATE: October 26, 2016  
PROJECT: Kwik Trip Express #556  
LOCATION: 1342 West Prospect Avenue  
RE: Monitoring Well Installation

ATTENTION: \_\_\_\_\_  
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We are sending you: ☒ Herewith ☐ Delivered by Hand ☐ Under Separate Cover  
Via \_\_\_\_\_ the following items:  
☐ Plans ☐ Specifications ☐ Shop Drawings ☐ Samples  
☐ Subcontract ☐ Change Order ☐ \_\_\_\_\_

Copies	Date or No.	Description
1	5824	Figure 2 - REI site map showing soil & groundwater plumes and proposed well locations
1	10/26/16	City of Appleton GIS map showing proposed well locations
1	10/26/16	Photo of monitoring well manhole

These are transmitted as indicated below:

☐ For Your Use ☐ Approved as Noted ☐ Return \_\_\_\_\_ Signed Documents  
☒ For Approval ☐ Approved for Construction ☐ Submit \_\_\_\_\_ Copies for \_\_\_\_\_  
☐ For Bids Due \_\_\_\_\_ ☐ Return for Corrections ☐ Resubmit \_\_\_\_\_ Copies for \_\_\_\_\_  
☐ As Requested ☐ For Signature & Return  
☐ For Review & Comment ☐ \_\_\_\_\_

Remarks: Hi Paula - as I discussed with one of your staff today, the WDNR is requiring additional monitoring wells at the Kwik Trip Express #556 site. In order to define the plume, we need to go beyond the site boundaries, ideally between the sidewalk and road as depicted on the attached figures. The wells are constructed of 2" PVC, approximately 15 feet deep, housed in an 8-inch steel manhole. An example photo of a manhole is also attached. Let me know what else you need to proceed.

Thank you.

(715) 675-9784 - office

(715) 551-4434 - cell

adelforge@reiengineering.com

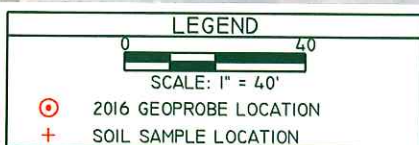
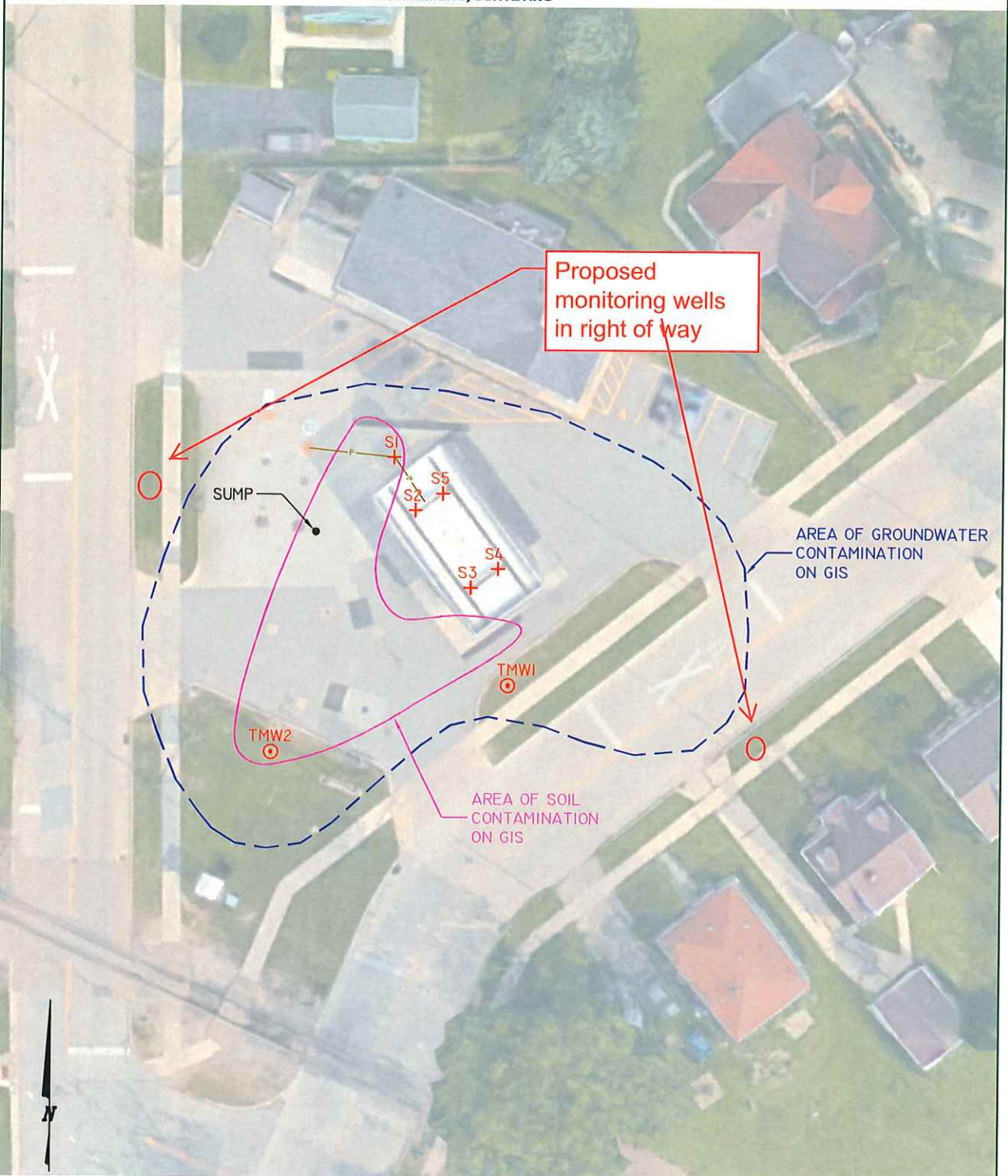
IF ENCLOSURES ARE NOT AS INDICATED,  
PLEASE NOTIFY US AT ONCE.

SIGNED: \_\_\_\_\_

Andrew R. Delforge, P.G.

PRINT NAME

DRAWING FILE: P:\5800-5899\5824-Kwik Trip 556 Dewatering\DWG\5824-SITE.DWG LAYOUT: SITE PLOTTED: OCT 11, 2016 - 7:46AM PLOTTED BY: NATHANP



REI Engineering, INC.

KWIK TRIP EXPRESS #556  
1342 WEST PROSPECT AVENUE  
APPELTON, WISCONSIN

FIGURE 2 : SITE MAP

PROJECT NO.

5824

DRAWN BY:

TAW

DATE:

10/11/2016







