

[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

Subject: Site Remediation Cost Estimate for [Project Name/Property Address]

Dear [Client Contact Name],

In accordance with your request, [Consultant/Company Name] has prepared a cost estimate for the remediation of environmental contamination at the above-referenced site. This estimate is based on the findings of the [Phase II Environmental Site Assessment/Site Investigation Report] dated [Date].

The proposed remedial action includes the following scope of work:

- Mobilization and site preparation
- Excavation and off-site disposal of impacted [soil/groundwater]
- Backfilling and site restoration
- Post-remediation confirmatory sampling
- Final reporting and regulatory closure documentation

Estimated Cost Summary:

Task Description	Estimated Cost
Professional Services & Project Management	[\$Amount]
Field Labor and Equipment	[\$Amount]
Waste Transportation and Disposal	[\$Amount]
Laboratory Analysis	[\$Amount]
Contingency ([Percentage]%)	[\$Amount]
Total Estimated Project Cost	[\$Total Amount]

Please note that this estimate is based on current site data and known volumes of contaminated material. Should actual field conditions differ significantly from existing data, a revised estimate may be required. This estimate is valid for [Number] days from the date of this letter.

We are prepared to begin work upon your written authorization. Please contact us if you have any questions regarding this proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]