



BROWNFIELDS ASSESSMENT COOPERATIVE AGREEMENT WORK PLAN

FOR

GREATER MOSCOW AREA COALITION

(City of Moscow, Moscow Urban Renewal Agency, Latah County)

June 11, 2010

(Modified May 18, 2011)

Submitted by

City of Moscow
206 East Third Street
Moscow, ID 83843
www.ci.moscow.id.us

Project Manager:
Economic Development (ED) Specialist
(208) 883-7007
FAX: (208) 883-7018
jjones@ci.moscow.id.us

BROWNFIELDS ASSESSMENT COOPERATIVE AGREEMENT WORK PLAN

TABLE OF CONTENTS

1. INTRODUCTION 1

 1.1 Project Description, Goals and Objectives 1

 1.2 Organizational Structure and Responsibilities..... 3

 1.3 Project Outputs and Outcomes..... 7

2. PROJECT TASK DESCRIPTIONS 11

 2.1 TASK 1 – PROJECT MANAGEMENT AND REPORTING 11

 2.1.1 Project Management 11

 2.1.2 Project Reporting 12

 2.1.3 Staff Training/Travel 12

 2.1.4 Contractor Procurement 12

 2.1.5 Final Performance Report 13

 2.2 TASK 2 - PUBLIC INVOLVEMENT 14

 2.2.1 Public Outreach and Involvement..... 14

 2.2.2 Other Public Information – Project Website..... 14

 2.3 TASK 3 – SITE INVENTORY AND/OR CHARACTERIZATION..... 16

 2.3.1 Site Inventory 16

 2.3.2 Candidate Site Identification..... 16

 2.3.3 Site Characterization – Phase 1 Assessment..... 17

 2.3.4 Site Characterization – Phase 2 Assessment..... 17

 2.3.5 ESA and NHPA requirements 18

 2.3.6 Quality Assurance Project Plan (QAPP) and Health and Safety Plan 18

 2.4 TASK 4 - CLEANUP PLANNING..... 19

 2.4.1 Analysis of Brownfields Cleanup Alternatives..... 19

 2.4.2 Final Cleanup Plan..... 19

 2.4.3 Cleanup (Remedial) Design 20

3. SCHEDULE AND DELIVERABLES 20

4. BUDGET 24

 4.1 Table 24

 4.2 Budget Narrative..... 24

1. INTRODUCTION

1.1 Project Description, Goals and Objectives

This project will conduct environmental site assessments and cleanup planning for multiple brownfield properties along a former railroad/industrial corridor in Moscow, Idaho. The primary goal of this project is to expedite redevelopment of critical distressed properties in order to improve environmental, economic, and social conditions for the greater Moscow community. The objectives necessary to meet this goal are to 1) conduct site inventory and site selection activities, 2) prepare environmental site assessments and cleanup planning for selected properties, 3) leverage project funding and assessment work to promote redevelopment within the corridor. In addition to these specific objectives, the project will also have a strong component of public outreach and education that will inform each phase of the project.

The City of Moscow is the primary grant recipient for this project and will work as a member of the Greater Moscow Area Coalition (the Coalition), which includes the City of Moscow, the Moscow Urban Renewal Agency, and Latah County. The City of Moscow has an active program to support economic development throughout the region and is the primary partner in the Coalition. The Moscow Urban Renewal Agency supports economic development and brownfield remediation within the Legacy Crossing District, a 163 acre redevelopment area between downtown Moscow and the University of Idaho campus. Latah County also supports economic development throughout the county and is an active partner with the City on the Southeast Moscow Industrial Park Master Plan Project, which is located at the southern end of the identified brownfield corridor. The Coalition will work collaboratively with the Environmental Protection Agency (EPA) and the Idaho Department of Environmental Quality (IDEQ) throughout the three year term of this project.

The properties that have been preliminarily identified for assessment through this project are located within a former railroad and industrial use corridor that extends from the northern edge of Moscow's downtown near A Street all the way to the southern edge of the City where Highway 95 leaves Moscow heading south towards Lewiston. Figure 1 provides a vicinity map of the corridor and indicates five (5) exemplar properties that have high potential for assessment and cleanup planning through this project. In addition to containing a majority of the abandoned and distressed properties in Moscow, the brownfield corridor is also densely populated with a wide range of housing types and income levels. This corridor also includes Paradise Creek and Paradise Path, which serve as much needed green space and pedestrian access for sensitive populations in the downtown core.

The five (5) sites currently targeted for assessment through this project are briefly described as follows:

- Site 1: An approximately three acre former pea processing facility situated along an abandoned railroad spur located in a densely populated residential

neighborhood that includes multi-family housing and daycare facilities. This property also contains one of the few sections of Hog Creek that is daylighted and has a history of being traversed by pedestrians via an unofficial trail along the railroad corridor.

- Site 2: An approximately one acre parcel that has a history of bulk chemical storage and agricultural processing that is located on a prominent corner of downtown Moscow in the heart of the Legacy Crossing District. This site is adjacent to Moscow's first brownfield remediation project funded through IDEQ's Voluntary Cleanup Program.
- Site 3: An approximately one acre site located in Moscow's Central Business District near the historic Fort Russell District and Moscow High School. Previous uses on or near this site included an automotive service center, a dry cleaner, and a gas station.
- Site 4: An approximately seven acre parcel located near the intersection of Highway 95 and Highway 8 on the former railroad line and within close proximity to the eastern entrance of the University of Idaho. Historical uses on this parcel include railroad loading/receiving, automotive/trucking repair, bulk petroleum storage, and commercial agricultural supply.
- Site 5: An approximately fourteen acre site located adjacent to a light industrial park, a portion of which is currently used as a runway for small aircraft carrying potentially hazardous agricultural chemicals. This site is included in the City's master plan area for the Southeast Moscow Industrial Park and has significant potential for job creation.

These five (5) sites were used as the basis for this work plan and informed the development of the task descriptions, the project schedule, and the project budget. Although significant inventory and site selection tasks will occur with this project, preliminary work conducted by the Coalition has indicated that these five (5) properties have very high potential for redevelopment and are located in areas that are either densely populated by sensitive populations or have high potential for job creation. The Coalition has also identified dozens of additional replacement sites within the corridor which could also be pursued with this project or serve as replacements for these five (5) initial sites as the need may arise.

This project is expected to have a profound impact on the greater Moscow area community. The Coalition has identified the following long term project outcomes that will result from the implementation of this project:

- Improved Environmental Health
- Improved Public Health and Safety
- Improved Social Welfare
- Increased Green Space and Parks

- Increased Property Values
- Increase in Leveraged Funds
- Expedited Development of the Southeast Moscow Industrial Park

The outcomes identified above are further detailed in the Project Outcomes section.

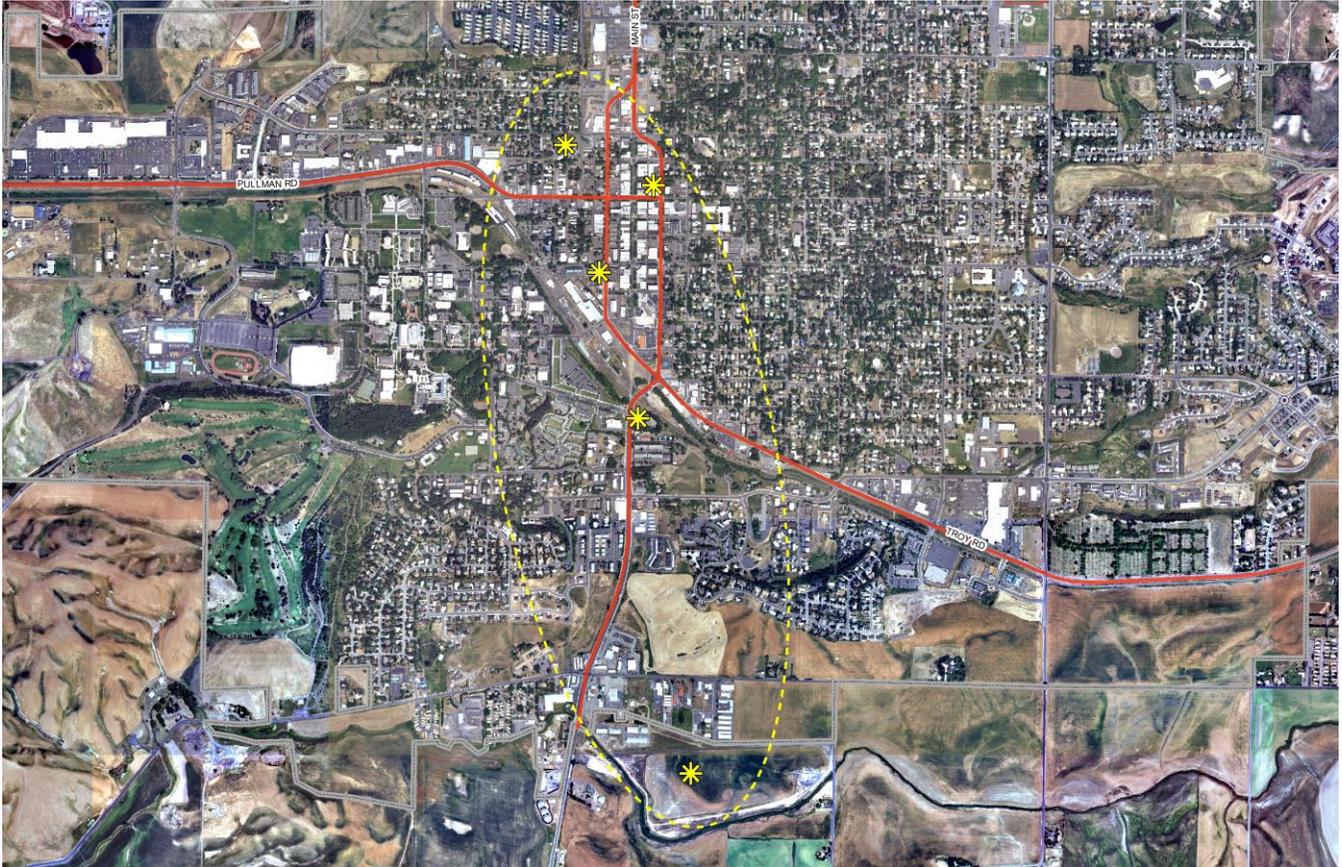


Figure 1: Vicinity Map of Brownfield Corridor and Potential Assessment Sites

1.2 Organizational Structure and Responsibilities

The assessment coalition members for this grant include the City of Moscow, the Moscow Urban Renewal Agency, and Latah County. The City of Moscow will take primary responsibility for project management of this grant. The City has assembled a management team that includes City of Moscow staff as well as staff from the Moscow Urban Renewal Agency, and the Latah Economic Development Council. An organizational chart is provided in Figure 2 below.

The primary project management team includes ED Specialist and Alisa Stone, Grants Manager.. The ED Specialist will serve as the overall Project Manager for this grant and will also serve as the primary contact for the EPA Brownfields Project Officer. Alisa Stone will serve as the Project Controller and will be responsible for overseeing all of the monitoring, reporting, compliance, and procurement requirements for the project. Alisa

will also serve as the secondary contact for the EPA Brownfields Project Officer for all procedural and monitoring activities. Alisa is the City of Moscow Grants Manager and has primary responsibility for managing the City’s grant portfolio. A public involvement /outreach consultant will serve as the Public Outreach Officer and will be responsible for managing the public outreach and education components of the project under the direction of the ED Specialist..

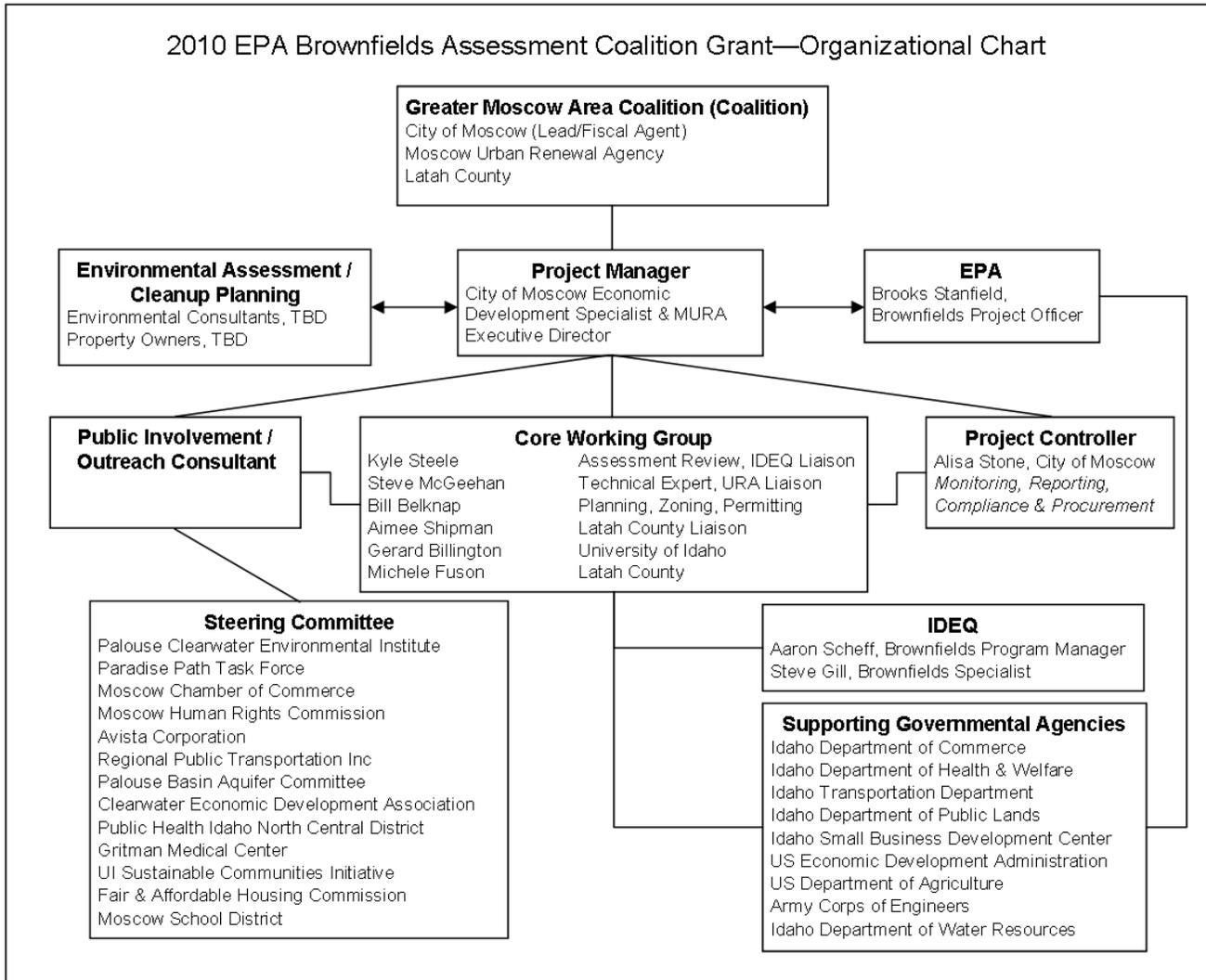


Figure 2: Organizational Chart

In addition to the primary project management team the coalition will also be assisted by four member core working group that will be responsible for overseeing the environmental assessment and cleanup planning consultants and coordinating assistance from the Idaho Department of Environmental Quality. This group will be composed of Kyle Steele and Bill Belknap from the City of Moscow, and representative(s) from the Moscow Urban Renewal Agency, Latah County and the University of Idaho. Kyle Steele currently works as the City of Moscow Regulatory Compliance Specialist and was a former IDEQ employee. Kyle will responsible for reviewing environmental assessments

and will be the liaison with IDEQ. Steve McGeehan is currently the Analytical Laboratory Director at the University of Idaho and has worked in the environmental remediation industry over the last several decades. Steve is also the Secretary of the Moscow Urban Renewal Agency. Steve will serve as the technical expert for the project and will be the liaison with the Urban Renewal Agency. Bill Belknap is the City of Moscow Community Planning Director. Bill will be responsible for issues relating to community planning, zoning, and permitting and will assist with the consultant selection process.

The Steering Committee is made up of a wide range of community organizations that will be responsible for assisting with the public outreach and education components of the project under the direction of the Project Manager and the Public Involvement/Outreach consultant(s). In addition to providing input on educational materials and public education processes the Committee members will help to disseminate project information through their respective organizations. Some Steering Committee members have also committed to assist with review of environmental assessments and cleanup planning while others have offered assistance by providing facility space, educational materials, resource materials and transportation to public education events. The Steering Committee members have already committed up to 665 volunteer hours towards this project. Additional information on the Steering Committee membership and commitments is detailed below:

- Palouse-Clearwater Environmental Institute - Executive Director: Review assessments with Coalition Task Force; participate in wetland restoration planning; and assist with public outreach and community involvement (*100 hours*).
- Paradise Path Task Force – Chair: Participate in the design and implementation of green space; provide technical assistance in development of paths and trails; make recommendations in planning multi-modal transportation systems (*100 hours*).
- Moscow Chamber of Commerce – Executive Director: Education Committee, play active role in community outreach; Government Affairs, participate in development of Brownfields Task Force; Community Development Committee, assist with the development of cleanup decisions and reuse planning (*80 hours*).
- Moscow Human Rights Commission – Chair: Participate in organizing community engagement and input; assist in review of assessments and cleanup options; assist sensitive and target population with service needs (*20 hours*).
- Avista Corporation – Business and Public Affairs: Provide historic and demographic information for inventory records; provide GIS maps and visuals to support historical data; participate in site assessments, community engagement and outreach; locate and mark locations of underground utilities prior to Phases II's (*100 hours*).
- Regional Public Transportation, Inc. – Executive Director: Provide project information to transit riders; encourage participation in redevelopment planning; and provide transportation to public input meetings (*40 hours*).
- Palouse Basin Aquifer Committee – Executive Manager: Review data analysis reports, risk assessments, and cleanup plans (*10 hours*).
- Latah Economic Development Corporation – President: Public outreach activities; review of assessment reports and redevelopment plans (*40 hours*).

- Clearwater Economic Development Association – Executive Director: Public involvement and communications, review of redevelopment plans; identification of grant funding for infrastructure improvements; and highlight project in newsletters and mailings (*100 hours*).
- Public Health Idaho North Central District – District Director: Provide information to residents through fact sheets and meetings and participate in assessment and cleanup projects (*20 hours*).
- Gritman Medical Center – Provide conference room space, healthcare information, and assistance in reviewing cleanup and redevelopment plans (*15 hours*).
- Fair and Affordable Housing Commission – Chair: Provide assistance reviewing project for potential housing impacts and opportunities to increase affordable housing choice. (*20 hours*).
- Moscow School District – Superintendent and/or Safety Officer: Provide information regarding students, science and environmental classes and student participation and involvement (*10 hours*).

In addition to the Steering Committee the Coalition has also assembled an on-call team of representatives from several governmental agencies that have worked collaboratively with the Coalition members on many projects within the City over the past three years. These representatives and agencies include: Tanya McElfresh, Idaho Dept. of Health and Welfare; Donald Dietrich, Idaho Dept. of Commerce; Ken Helm, Idaho Transportation Dept.; Rick Tremblay, Economic Development Administration; Joyce Jowdy, Idaho Dept. of Lands; Jill Murphy, Idaho National Parks and Recreation; Margaret Hair, U.S. Dept. of Agriculture; and Nancy Mabile, Panhandle Area Council. In addition to the above partners, the GMA Coalition application is also supported by the following legislative leaders: James E. Risch, US Senator; Michael D. Crapo, US Senator; and Tom Trail, Idaho House of Representatives.

The project will also involve substantial input from the Idaho Department of Environmental Quality (IDEQ). IDEQ will ensure that environmental assessments are in compliance with state requirements and will assist with and provide input on site selection to maximize impact of the project. IDEQ will communicate with the Core Working Group and the Project Manager and will also communicate directly with the EPA Project Officer as needed to expedite the assessment process. Representation from IDEQ will be provided by Aaron Scheff, Brownfields Program Manager and Steve Gill, Brownfields Specialist.

The Environmental Assessment and Cleanup Planning phase of the project will be conducted by qualified environmental consultants that will be selected through the consultant management and selection process more specifically detailed in Task 3: Site Inventory and Characterization. The consultants selected for this project will be responsible for producing the necessary environmental reports and plans and will also be responsible for significant coordination and communication with property owners, IDEQ representatives, and the EPA Project Officer as appropriate.

The organizational chart developed for the project establishes a clear communication network for each participant and phase of the project. Efficient communication with EPA will play a significant role in ensuring the success of this project. Communication and coordination with EPA will occur through Brooks Stanfield, the EPA Project Officer. The Coalition's Project Manager will be responsible for the primary communication with EPA and will provide updates through regular conference calls and written reports as needed throughout the project. The core management team will also schedule conference calls with the EPA Project Officer to discuss overall project progress and to provide updates on the public outreach and education and the monitoring, reporting, compliance, and procurement components of the project. Alternatively, the core management team members may also contact the EPA Project Officer directly to clarify specific issues with any of the project tasks. The EPA Project Officer will also have a direct line of communication with IDEQ and will be available to provide assistance to the Environmental Consultant(s) as needed. These open lines of communication will increase overall efficiency of the project and will allow the Coalition to maximize its assessment and cleanup planning goals.

1.3 Project Outputs and Outcomes

1.3.1 Project Outputs

A wide range of quantifiable outputs will be produced during the term of the project. Three broad categories of outputs include: 1) Meetings, events, and various educational materials and resources produced throughout the term of the project under the broad category of public education and outreach, 2) Quarterly update reports and other project reports and correspondence produced by the Coalition and provided to EPA, 3) Environmental site assessment reports, cleanup planning reports, and site specific property data and redevelopment plans resulting from the actual assessment and cleanup planning tasks. Detailed descriptions and potential values for expected outputs are as follows:

- **Public Meetings (4 minimum):** The public education and outreach component of this project will result in numerous general public meeting as well as meetings of the Steering Committee. It is expected that at least six general public meetings will be conducted to disseminate project information and allow opportunities for public comment.
- **Steering Committee Meetings (12 minimum):** In addition to the general public meetings, at least twelve quarterly meetings of the Steering Committee will be convened to discuss project status and provide additional opportunities for the community organizations that will be involved in the project.
- **Educational Materials (8 minimum):** The project is expected to produce various types of educational materials for wide distribution throughout the community and for use in public meetings. At least four project fact sheets will be produced throughout the term of this project, one to occur at the project commencement and

one annually for the three year term including the final fact sheet. It is also expected that several GIS maps will be created for the project for use in public meetings. In addition, at least one MS PowerPoint presentation will be developed for use at public meetings and posting on the Brownfields Project Website.

- **Press Releases (12):** Press releases will be issued through the term of this project to both announce public meeting times and to provide updates on major milestones for the assessment and cleanup phases of the project. The coalition is committed to at least eight press releases during the term of the project.
- **Brownfield Website (1):** The Coalition will produce a Brownfields Project Website that will be hosted by the City of Moscow and will provide all project related information and will serve as the official Information Repository for the project.
- **Quarterly Update Reports (12):** This project will produce numerous status reports including at least 12 quarterly update reports that will compile all project activity for reporting to the EPA Brownfields Project Officer. Other project management reports may include reports produced by the Project Controller related to grant monitoring and financial reporting.
- **Final Report (1):** This project will culminate with the production and delivery of a final report that will summarize all phases of the project and will also include a summary of lessons learned throughout the course of the project.
- **Phase I Environmental Site Assessments (5-10):** Phase I and updated Phase I assessments will be the primary focus during the early phase of this project for properties that have no previous assessment documentation or require updates to facilitate property sales with the project area. The Coalition is hopeful that this project will result in between five (5) and ten (10) Phase I assessments.
- **Phase II Environmental Site Assessments (5-10):** The Coalition is hopeful that multiple Phase II assessments will be completed during the term of this project. Although the exact number of assessments will depend on which specific sites are selected for assessment and on available funding, the Coalition is hopeful that between five and ten Phase II assessments can be completed with the available funding.
- **Cleanup Plans (5-10):** In addition to the Phase I and II environmental site assessments, the Coalition is hopeful that this project will result in between five (5) and ten (10) cleanup plans

1.3.2 Project Outcomes

This project will have a profound impact on the greater Moscow community. In addition to the immediate environmental, economic, and social benefits that will result from the

educational and assessment related activities, the project will also produce outcomes that will have long term beneficial impact to the community. Project outcomes are expected to have positive impacts in the environmental and public health areas and will also have a direct impact on economic development and job creation in Moscow and Latah County. The Coalition has identified several categories of outcomes that will result from this project as detailed below.

- **Improved Environmental Health:** This project will provide essential funds that will result in the removal of environmental dangers that may be biological, physical, or chemical, and can be the result of site contamination, groundwater impacts, surface runoff, migration of contaminants, or wastes dumped on sites. Recent environmental cleanup activities within the immediate area of the properties proposed for assessment have resulted in significant reductions in exposed known contaminants including lead based paint, asbestos, petroleum contaminated soils, heavy metals, and pesticides in the groundwater. Other recent assessments of former railroad properties and other vacant sites have indicated known contaminants in exposed soils that will require removal or capping to avoid exposure to the general public. The cleanup activity that will eventually result from the project assessment funds will thus result in a significant reduction in contaminant exposure.
- **Improved Public Health and Safety:** There are currently multiple unsafe and hazardous conditions throughout the project area which will eventually be eliminated through redevelopment. The assessment funds provided by this project will be a catalyst for redevelopment that will result in the removal of abandoned and derelict structures, open foundations, other infrastructure or equipment that may be compromised due to lack of maintenance, vandalism, deterioration, controlled substance contamination on site, or abandoned buildings and gas station sites.
- **Improved Social Welfare:** The redevelopment that will result from this project will also address the issues of blight, crime, vagrancy, reduced social capital, and social services needs of those living at poverty levels. One of the goals of the Coalition is to provide the children living within the project area safe places to walk, bike and play and know that the food they are eating is safe to consume, and the homes they live in are not contaminated with hazardous materials. We want to create living-wage jobs for their parents so that they can afford to provide for their children and have the opportunity to live a better life. The EPA Brownfield program is the first source of funding available to the Coalition, and therefore we plan to maximize every accessible option to bring the most benefit to the low-income, elderly and children living in poverty throughout our community.
- **Increased Green Space / Parks:** The Coalition plans to advocate for the creation of park and greenway facilities, noting that there are very few parks currently in the target community. Brownfield funding will assist in determining best locations for creating public green space and walkways and corridors to extend Paradise Path. There are very few publicly-owned lands available for green space in the target community, but some of the vacant properties might be ideal candidates for linear parks or trail connections.

Locations where storm water runoff is an issue might be considered for wetland-type parks along the trails. Pedestrian and green space enhancements will buffer manufacturing uses from residential uses, with the added benefit of increasing property values. One specific example of this potential is the significant pedestrian pathways and related open space that is being planned through the Downtown Redevelopment Design Guidelines currently underway at the City of Moscow Community Development Department. This overlay district will cover the core to blocks of the Legacy Crossing District and includes conceptual plans to extend the Hello Walk to connect downtown Moscow and the University of Idaho campus. One of the primary properties proposed for assessment with this project is located at the entrance to this walkway and is thus one of the most critical properties to ensure that public space can be incorporated into the redevelopment.

- **Increased Property Values and Tax Revenue:** When fully redeveloped the Legacy Crossing District is projected to generate significant increases in property tax value. According the 2008 Legacy Crossing Plan, the District will increase property values by over \$108 million dollars when the Plan is completed in 2032. This assessed value would create over \$1.8 million in additional revenue for the local taxing districts. Significant increases in other surrounding properties are also expected to increase significantly with additional development such as with the Southeast Moscow Industrial Park as discussed in detail below.
- **Increase in Leveraged Funds:** The Coalition is intending that the funding for this project will result in significant additional agency funding for redevelopment in the Legacy Crossing District and surrounding areas. One primary track for this funding is the IDEQ Voluntary Cleanup Program which can provide up to \$150,000 of additional cleanup funding per property to reimbursable eligible cleanup expenses. There is also significant financial assistance that can be leveraged through tax increment financing from the Moscow Urban Renewal Agency for brownfield remediation. The Legacy Crossing Plan authorizes environmental remediation expenses as a public benefit eligible for reimbursement from the Agency. One example of the existing partnership between DEQ and MURA is the Jackson Street Silos Project which will receive \$150,000 through the DEQ VCP Program and \$160,000 from MURA. Additional potential funding sources for remediation and redevelopment include the Idaho Department of Commerce, the U.S. Economic Development Administration, and the Reuse Idaho Brownfields Coalition (RIBC).
- **Increased Redevelopment Activity:** A majority of the parcels that will be assessed through this project and eventually cleaned are underdeveloped or underutilized properties within the Legacy Crossing Urban Renewal District. The Legacy Crossing District is approximately 163 acres total with the largest parcels being either vacant or slated for demolition and redevelopment. It is estimated that this project will provide funding for assessment of approximately 25 acres of land within this prime redevelopment area and could lead to eventual redevelopment of significant more acreage adjacent to these properties.

- **Expedited Development of Southeast Moscow Industrial Park:** One of the largest parcels proposed for assessment and cleanup through this grant is the proposed Southeast Moscow Industrial Park. It is estimated that at full build-out, the proposed industrial park would create of 550 new jobs (utilizing accepted jobs/acre ratios of 10 jobs per acre for industrial development) as well as the addition of \$71 million to the local tax base (assuming a development floor area ratio of 0.5 and a construction value of \$58.24 per sq. ft.^a). This would represent an 8% increase in the current total assessed valuation of the greater Moscow area. In terms of payroll, with the new 550 jobs at full build-out at a conservative estimated average wage of \$15/hour, the project could provide over \$17 million in new payroll.

2. PROJECT TASK DESCRIPTIONS

This section describes the primary tasks and subtasks that will be performed for this project. The project includes the four primary tasks including 1) Project Management and Reporting, 2) Public Outreach and Education, 3) Site Inventory and Characterization (Assessment), and 4) Cleanup Planning.

2.1 TASK 1 – PROJECT MANAGEMENT AND REPORTING

The Coalition has developed an organizational structure and communication network for this project and has assembled an inter-agency project management team as previously detailed in the Organizational Structure and Responsibilities section. The primary goal of the project management and reporting task is to enable efficient delivery of assessment related deliverables and to ensure that the project complies with all reporting requirements, procurement standards, and other statutory requirements.

2.1.1 Project Management

The objective of the project management task is to ensure efficient communication and delegation of duties to maximize the beneficial impacts of the project on the community. The core management team will be responsible for project management of the core functions of assessment, public outreach and education, and compliance. The selected environmental/public involvement consultant(s) will also be responsible for some project oversight and communication sub-tasks related to site assessment and cleanup planning. The project management task will be ongoing throughout the duration of the project. No project funds will be used for general project management except for those project management tasks specifically related to assessment and cleanup planning and performed by the environmental consultant(s).

^a 2009 January-February edition of Building Safety Journal

Specific milestones and deliverables for this subtask include:

- City of Moscow will contract with up to five (5) environmental consultants and up to two (2) public involvement/outreach consultant(s) who will work in concert with the coalition project team to implement the work plan.

2.1.2 Project Reporting

The objective of the project reporting subtask is to ensure that the project is in compliance with all applicable regulations and that required quarterly progress reports are submitted to EPA in a timely manner. The Project Manager will be responsible for providing Quarterly Progress Reports to the EPA Project Officer within 30 days of the end of each federal fiscal quarter. The Project Controller will be responsible for all other project reporting including but limited to 1) quarterly Minority/Women-owned Business Enterprise (MBE/WBE) reports, and 2) Property Profile Form (PPF) reporting the initiation of assessment activities, i.e. a Phase I assessment, the expenditure of \$1,000 or more of grant funds at a property or the completion of a property within 30 days after the end of the Federal fiscal quarter in which the event occurred. The Project Controller will be responsible for submitting PPFs into the Assessment, Cleanup and Redevelopment Exchange System (ACRES) online reporting system to file activity reports as necessary. The Project Reporting subtask is an ongoing activity and is not budgeted as a reimbursable activity.

Specific milestones and deliverables for this subtask include:

- 12 quarterly reports submitted to EPA Project Officer
- 12 quarterly MBE/WBE reports submitted to EPA Project Officer
- Minimum 15 property profile forms submitted to EPA Project Officer

2.1.3 Staff Training/Travel

The objective of this subtask is to provide essential brownfields training for the Core Management Team (ED Specialist, Alisa Stone, and Gary Riedner). A primary training activity and deliverable for this subtask will be achieved early in the project by attending the Western Brownfields Workshop taking place in Missoula, MT in September, 2010. The project budget includes \$6,000 for all training and travel activities. Additional training activities may be identified and will be pursued as the budget allows.

Specific milestones and deliverables for this subtask include:

- Three (3) project representatives to attend 2010 Western Brownfields Workshop in Missoula, MT.
- Three (3) project representatives to attend 2011 National Brownfields Conference in Philadelphia, PA.

- Three (3) project representatives to attend 2011 Brownfields and Land Revitalization Conference in Spokane, WA.

2.1.4 Contractor Procurement

The objective of this task is to implement procurement procedures that are in full compliance with all applicable regulations and to ensure that the Coalition is able to select a high-quality consultant to maximize the beneficial impacts of the project. Contractor procurement will be managed by the Project Controller. The Controller will ensure that procurement procedures are completed in conformance with 40 CFR Part 31, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, and existing City policy governing procurement procedures. The City also has an established Disadvantaged Business Enterprise (DBE) Program to ensure nondiscrimination in the award and administration of federally funded contracts and to create a level playing field for DBE's to participate in City contracts.

It is estimated that the City may contract with up to five (5) consultant firms selected from the RFQ/P. The Consultant and City will agree to a scope of work, schedule, and costs in writing by way of a Task Order for the individual assignments. The selection process will include developing a Request for Qualifications (RFQ) that will stipulate the preferred qualifications for qualified candidates. A selection panel will be established to develop selection criteria and to ensure sufficient input from Coalition members and the community. Following selection of the most qualified consultant, a detailed scope of work will be created to establish the roles and responsibilities for the consultant and Coalition team. Other additional consultants that may be required for the project will be selected on an as-need basis in conformance with all applicable regulations and policies.

The environmental and public involvement consultant selection process will be one of the first tasks to accomplish for this project as this will set the stage to begin assessment work within the project area. This RFQ process will be commenced as soon as the final work plan is approved and will be the primary focus of Core Working Group. The RFQ process will proceed simultaneously with the initial public outreach campaign. Administrative expenses incurred for the selection process are not a reimbursable item in the project budget and will be covered by the City of Moscow and other Coalition members.

Specific milestones and deliverables for this subtask include:

- Minimum five (5) consultant procurement completed including RFQ process and executed contract.

2.1.5 Final Performance Report

The objective of this task is to provide a final written report of the project to the EPA Project Officer within 90 days of completion of the project. The Project Manager will have the primary responsibility for developing the final report with assistance provided

by Project Controller, and the Core Working Group. The report will include a summary of all primary tasks completed for the entire duration of the project. A summary of all assessment and cleanup planning activities will be provided by property including photos, as well as a summary of all phases of the public outreach and education component of the project. The final performance report will also include a summary of lessons learned by all consultants and contractors involved with the project as well as lessons learned by the Coalition members. A Federal Financial Report (SF-425) will be submitted to the Las Vegas Finance Center. Finally, a summary fact sheet for the project will be created that will allow EPA, IDEQ, Coalition members and other interested parties to demonstrate the success of the Brownfields Program. The production costs incurred for the final report are not a reimbursable item for this project.

Specific milestones and deliverables for this subtask include:

- 1 final report submitted to EPA Project Officer

2.2 TASK 2 - PUBLIC INVOLVEMENT

The Coalition is dedicated to ensuring that the general public, property owners, and community organizations are educated about this project and have an ample opportunity to inform this project throughout its term. Details on the public outreach and education, public involvement, and information sharing resources components of the project are detailed in the following sections.

2.2.1 Public Outreach and Involvement

The objective of the Public Outreach and Involvement subtask is to ensure that the general public has an opportunity to be educated about and have opportunity to provide comment during all phases of the project. The City of Moscow believes in extensive community outreach to involve stakeholders, community members, target populations and all interested persons the opportunity to learn, give input, and ask questions about any City projects or programs. Various methods of information distribution will be used to get community members involved and feel like they have a stake in the future development of their community. The City of Moscow's Civil Rights Title VI Management Plan will be followed in implementation and management of this project to provide assistance as requested. The Coalition will also ensure that the public is kept informed of project progress and results by building on the already solid foundation of public outreach from the City of Moscow's community visioning program, updated Comprehensive Plan and the 2008 Economic Development Strategic Action Plan process.

Primary oversight of the Public Outreach and Involvement task will be provided by the ED Specialist and the Public Involvement/Outreach Consultant(s).

Specific milestones and deliverables for this subtask include:

- 4 project fact sheets issued
- 12 press releases issued

- 6 educational events held
- 4 public meetings conducted
- 6 targeted mailings completed

In addition to this general outreach campaign the public information process will also be enhanced by coordinating working meetings and other communication with the Steering Committee. As detailed in the Organization Structure and Responsibilities section, the Steering Committee represents a comprehensive cross section of the Coalition community. The Steering Committee will provide comments and recommendations for the project and will also serve to disseminate project information back to their respective community organizations, which will ensure a two-way communication cycle.

Total costs for this subtask are budgeted at \$42,000. Supply costs allocated for printing/copying handouts, fact sheets, letters and materials for public outreach, committee coordination, and postage total \$2,000 while contracted services for public outreach and education activities managed by the Public Involvement/Outreach Consultant are budgeted at \$40,000.

2.2.2 Other Public Information – Project Website

The objective of this subtask is to provide additional resources and methods to collect and disseminate informational about the project. To accomplish this, the Coalition will create a Brownfields Project webpage that will be hosted on the City of Moscow's website. This webpage will serve as an electronic information repository for all project records. Examples of documents to be placed in the information repository include the cooperative agreement work plan, inventory of brownfields and the criteria used to prioritize for assessment, site investigation reports, any proposed cleanup plans, Analysis of Brownfields Cleanup Alternatives (ABCA) notices, and cleanup standards referenced.

The Brownfields Project webpage will also provide project maps and photographs as well as information about the project management team and contact information for key staff for the project. The webpage will allow opportunities to collect additional public comment via email and will allow increased information access and input from remote locations. The website will also enable links to relevant project partner programs such as the EPA Brownfields Program and IDEQ's Brownfields Program to increase awareness of available resources for brownfield remediation. This subtask will be ongoing throughout the duration of the project term at the direction of the Project Manager. City of Moscow staff will provide website support services and no reimbursable funds are required for this subtask.

Specific milestones and deliverables for this subtask include:

- 1 Project Website developed to serve as project portal and information repository.

2.3 TASK 3 – SITE INVENTORY AND CHARACTERIZATION

2.3.1 Site Inventory

The objective of this subtask is to establish an inventory of specific sites that will be assessed during the term of this project. Considerable inventory work has already taken place during the initial application phase for this project. The City of Moscow Planning Department has conducted a real-estate potential redevelopment index of all the vacant or underutilized parcels in Legacy Crossing and the Southeast Moscow Industrial Park area. An initial review of historic records at IDEQ's regional office and Sanborn Fire Insurance Maps combined with local knowledge, and the 2009 IDEQ brownfields inventory helped identify the five (5) sites proposed for assessment in the original grant application. The IDEQ also provided a preliminary list of 119 potential brownfield sites in the area, by reviewing regional leaking underground storage tank records on file at the IDEQ Regional Office and conducting an area windshield survey of suspect properties. This initial inventory work will be relied on as a basis for the site inventory and will be augmented and refined by utilizing a point and geographic information system (GIS) to rate and rank other parcels for inclusion into the inventory. The point system shall be based on the following property criteria:

- Willing participant/landowner = 5 points
- Property located within the Legacy Crossing Urban Renewal District = 4 points
- Property located adjacent to an arterial or collector roadway = 3 points
- Property served by public water and sewer = 2 points
- Larger parcels (greater than three (3) acres) under single ownership = 1 point

Specific milestones and deliverables for this subtask include:

- GIS database inventory based on a property point system.
- Final site inventory developed and delivered to EPA Project Officer.

2.3.2 Candidate Site Identification

The objective of this subtask is to provide a methodology for the selection and review of sites that will receive assessments funds through this project. As noted in the previous subtask, an initial inventory of sites was conducted during the grant application phase. This inventory led to the selection of five (5) initial sites that were identified and proposed for assessment. Although a majority of the initial five (5) sites are still prime candidates for assessment there may be changes to the specific sites initially proposed because of recent sales or lack of willing participation from the landowner. However, since the sites are located in a former industrial/railroad corridor the replacement sites will most likely be adjacent to or have similar characteristics to the original proposed sites. The willingness of property owner participation will have a very strong influence on which specific sites are identified for further assessment. Coalition staff will have the lead responsibility for identifying the sites that will be submitted to EPA for the site

eligibility determination process. The Coalition will solicit public involvement regarding the inventory site selection process throughout the entire project horizon. The Coalition will utilize outreach, facilitation and event services to identify and engage both traditional and non-traditional audiences.

Specific milestones and deliverables for this subtask include:

- Request for public comment regarding the GIS database developed as per section 2.3.1.
- Minimum five (5) sites selected and approved for assessment by EPA.

2.3.3 Site Characterization – Phase I Assessment

The objective of this subtask is to conduct Phase I environmental site assessments, which will serve as the base assessment activity for the sites selected for funding under this grant. The Coalition will select a primary environmental consultant(s) who shall have the lead responsibility for conducting Phase I Assessments. The environmental consultant(s) shall have the responsibility to ensure that all Phase I site characterization and assessments carried out under this agreement will be performed in accordance with EPA's standard for All Appropriate Inquiries. The environmental consultant(s) shall use the practices in ASTM standard E1527-05 "Standard Practices for Environmental Site Assessment: Phase I Environmental Site Assessment Process," or EPA's All Appropriate Inquiries Final Rule. If an ASTM Phase I Assessment has already been completed for any of the candidate properties, the environmental consultant(s) shall document when and by whom the Phase I was completed and a copy will be held in the Coalition's project file. The Coalition is hopeful that between five (5) and ten (10) Phase I Assessments can be completed during the term of this project. The proposed budget for Phase I Assessments for this project is \$50,000 total, with \$10,000 provided from the petroleum budget and \$40,000 from the hazardous waste budget.

Specific milestones and deliverables for this subtask include:

- Minimum five (5) Phase I Assessments completed.

2.3.4 Site Characterization – Phase II Assessment

The objective of this sub task is to conduct Phase II environmental site assessments as needed to advance the assessment and characterization of the selected properties. The Phase II assessment activity is the primary use of funding for this project. In certain cases the Phase I assessment may recommend a Phase II study or the selected property may have already received initial Phase I assessment. In any event, the Coalition will work with the EPA Project Officer and IDEQ to identify and prioritize the sites that will be qualified for Phase II assessment activity. The lead entity for the Phase II assessment activity will be the Coalition's selected environmental consultant(s), who shall be responsible for ensuring that all assessments are conducted in conformance with applicable EPA and IDEQ standards. The proposed budget for Phase II site assessments

is \$320,000 total, comprised of \$52,500 from the petroleum budget, \$267,500 from the hazardous waste budget.

Specific milestones and deliverables for this subtask include:

- Minimum 5 Phase II Assessments completed.

2.3.5 ESA and NHPA Requirements

The objective of this subtask is to ensure that all project activities are conducted in full compliance with the Endangered Species Act (ESA) and National Historic Preservation Act (NHPA). The Coalition's Project Manager shall be responsible for providing the EPA's Project Officer all of the necessary documentation to expedite review under ESA and NHPA if required at any time during this project. This information includes but is not limited to the location of the project, any threatened or endangered species or habitat which may be affected by the project, whether the site is considered to be of concern by the State Historic Preservation Officer, a list of Tribes who may believe the site or project could disturb cultural resources, and an evaluation as to whether project plans could have adverse effects on endangered species or historic and cultural resources. Since a majority of the proposed sites will be located in the downtown and Legacy Crossing areas, the Coalition expects that the impact of ESA and NHPA review for the project will be minimal. The Coalition will provide the required information for ESA and NHPA review without requesting reimbursement for any expenses. In such case where the Coalition's selected environmental consultant(s) provides review information as a course of conducting an environmental assessment, those costs will be funded as determined through the Phase I and Phase II assessment sub tasks.

Specific milestones and deliverables for this subtask include:

- Minimum five (5) completed ESA and NHPA determinations from EPA on sites prior to Phase II assessment activities.

2.3.6 Quality Assurance Project Plan (QAPP) and Health and Safety Plan

The objective of this subtask is to ensure that any sampling activity that is funded through this project is done in compliance EPA's requirements for a site specific Quality Assurance Project Plan (QAPP) and an OSHA-compliant Health and Safety Plan. QAPPs must be prepared and submitted to EPA for review and concurrence before any sampling working is commenced. The Coalition's selected environmental consultant(s) shall have the lead responsibility for preparing any required QAPP or Health Safety Plan and submitting QAPPs for EPA review. The expenses for preparing any required QAPP or Health Safety Plan is included in the budget for the Phase II Assessment subtask. No additional funding is provided for plan development other than those provided under the proposed assessment budget.

Specific milestones and deliverables for this subtask include:

- Site specific HSPs completed and in project file
- Site Specific QAPPs approved by EPA prior to Phase II work

2.4 TASK 4 - CLEANUP PLANNING

2.4.1 Analysis of Brownfields Cleanup Alternatives

The objective of this task is to provide a process for the first step in cleanup planning through the development of Analysis of Brownfield Cleanup Alternatives (ABCA). At a minimum, the ABCA will include a site description and detailed description of contamination (i.e., exposure pathways, contaminant sources, types and levels of contamination, etc.), cleanup standards, and applicable laws. The ABCA must also discuss alternatives considered (at least two, evaluated in terms of effectiveness, implementation and cost) and the proposed cleanup plan. The ABCA document must go out for public comment for at least 30 days prior to beginning cleanup. The ABCA will also be reviewed by IDEQ's VCP project manager prior to making the document available for public comment to ensure that the cleanup plans will ultimately be acceptable to the State. The Coalition's selected environmental consultant shall have be the lead for this task with considerable input through the public education and outreach process. The budget for this subtask is included in section 2.4.2 Final Cleanup Planning.

Specific milestones and deliverables for this subtask include:

- Minimum five (5) ABCA's prepared for public review and comment.

2.4.2 Final Cleanup Planning

The objective of this subtask is to provide final cleanup plans that can be used as the basis for remediation of contaminants identified in the assessment phase of the project. After the Public Notice and comment period on the ABCA described above, the Final Cleanup Plan will document any significant comments received and how they were/are being responded to (such as a change in the cleanup plan, if there is such a change) and the final cleanup plan to be implemented with federal funds. The Final Cleanup Plan should include the cleanup standards to be achieved and any institutional, land use or engineering controls that will be required as part of the cleanup. This document should be submitted to the IDEQ VCP project manager for concurrence that the Cleanup Plan can be expected to meet State cleanup requirements. The Coalition's environmental consultant shall have the lead for producing the Final Cleanup Plans, with significant coordination and oversight with the Coalition Management Team, the EPA Project Coordinator, and IDEQ. The Final Cleanup Planning budget is \$50,000, with \$20,000 from Petroleum funds, \$30,000 from Hazardous Substance funds. The budget for this subtask shall be allocated to both ABCA development and development of the Final Cleanup Plans.

Specific milestones and deliverables for this subtask include:

- Minimum five (5) Final Cleanup Plans prepared and approved by IDEQ and EPA.

2.4.3 Cleanup (Remedial) Design

The objective of this subtask is to prepare solicitations and contracts for consultant design and oversight to implement any of the Final Cleanup Plans that are developed for this project. The Coalition members will have the lead responsibility to develop such solicitations and contracts and shall work in conjunction with the EPA Project Officer and IDEQ. No specific budget has been allocated for this subtask, but funding may be available depending on which specific properties are assessed and the extent of the cleanup required for each property.

Specific milestones and deliverables for this subtask include:

- Solicitations and contracts developed for specific properties as budget allows.

3. SCHEDULE AND DELIVERABLES

DUE DATE (Grant Award Date 09/12/10)	ITEM	SEND TO:			
		EPA PO	STATE	GRANTS	FINANCE
General Project Activities (in monthly ranges):					
Month 2	Attendance at 2010 Western Brownfields Workshop, Missoula MT	X			
Month 2	Coalition Memorandum of Understanding (City of Moscow, Latah County, Moscow URA)	X			
Month 6	Grantee Profile Entered into ACRES	X			
Month 7	Attendance at National Brownfields Conference, Philadelphia PA	X			
Month 8	Attendance at Brownfields Land & Revitalization Conference, Spokane WA	X			
Month 9	Project Website Launched				
Month 8-9	Procure/Contract Consulting Services for Public Involvement and Environmental Consulting Services	X			
Month 10, 14, 18, 22, 26, 30	Coordinated Public Outreach Activities	X	X		

DUE DATE (Grant Award Date 09/12/10)	ITEM	SEND TO:			
		EPA PO	STATE	GRANTS	FINANCE
Month 11	Public Meeting – Kick Off	X	X		
Month 10-30	Site Selection	X	X		
Month 10-30	Site Eligibility Requested/Confirmed (for petroleum include State)	X	X		
Before Start of Field Work	QAPP / Health and Safety Plan	X			
Before Start of Field Work	ESA / NHPA Letter	X			
Month 11-30	Phase I Site Assessments	X			
Month 13	Attendance at 2011 Western Brownfields Workshop				
Month 13	First Year Fact Sheet Issued	X			
Month 16-24	Phase II Site Assessments	X			
Month 25	Second Year Fact Sheet Issued	X			
Month 37	Third Year / Final Fact Sheet Issued	X			
Project Reporting Schedule (by specific date):					
Report Due 1/30/11	Quarterly Progress Report No. 1 for Period 9/12/10 – 12/31/2010	X			
Report Due 4/30/11	Quarterly Progress Report (QPR) No. 2 for Period 01/01/11 - 03/31/11	X			
Report Due 4/30/11	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 06/15/11	Reimbursement Request No. 1 - Project Expenses 9/12/10 – 5/330/11	X (copy)			X
Report Due 7/30/11	Quarterly Progress Report (QPR) No. 3 for Period 04/01/11 - 06/30/11	X			
Report Due 07/30/11	MBE/WBE Report – Submit with QPR	X (copy)		X	
Report Due 10/30/11	Quarterly Progress Report (QPR) No. 4 for Period 07/01/11 - 09/30/11	X			
Report Due 10/30/11	MBE/WBE Report – Submit with QPR	X (copy)		X	

DUE DATE (Grant Award Date 09/12/10)	ITEM	SEND TO:			
		EPA PO	STATE	GRANTS	FINANCE
Reimbursement Request Due 10/30/11	Reimbursement Request No. 2-Project Expenses 06/01/11 – 09/30/11	X (copy)			X
Report Due 01/30/12	Quarterly Progress Report (QPR) No. 5 for Period 10/01/11 - 12/31/11	X			
Report Due 01/30/12	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 01/30/12	Reimbursement Request No. 3 - Project Expenses 10/01/11 – 12/31/11	X (copy)			X
Report Due 04/30/12	Quarterly Progress Report (QPR) No. 6 for Period 01/01/12 - 03/31/12	X			
Report Due 04/30/12	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 04/30/12	Reimbursement Request No. 4 - Project Expenses 01/01/12 –03/31/12	X (copy)			X
Report Due 7/30/12	Quarterly Progress Report (QPR) No. 7 for Period 04/01/12 - 06/30/12	X			
Report Due 07/30/12	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 07/30/12	Reimbursement Request No. 5 - Project Expenses 04/01/12 – 06/30/12	X (copy)			X
Report Due 10/30/12	Quarterly Progress Report (QPR) No. 8 for Period 07/01/12 - 09/30/12	X			
Report Due 10/30/12	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 10/30/12	Reimbursement Request No. 6 - Project Expenses 07/01/12 – 09/30/12	X (copy)			X
Report Due 01/30/13	Quarterly Progress Report (QPR) No. 9 for Period 10/01/12 - 12/31/12	X			
Report Due 01/30/13	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 01/30/13	Reimbursement Request No. 7 - Project Expenses 10/01/12 – 12/31/12	X (copy)			X

DUE DATE (Grant Award Date 09/12/10)	ITEM	SEND TO:			
		EPA PO	STATE	GRANTS	FINANCE
Report Due 04/30/13	Quarterly Progress Report (QPR) No. 10 for Period 01/01/13 - 03/31/13	X			
Report Due 04/30/13	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 04/30/13	Reimbursement Request No.8 -Project Expenses 01/01/13 –03/31/13	X (copy)			X
Report Due 7/30/13	Quarterly Progress Report (QPR) No. 11 for Period 04/01/13 - 06/30/13	X			
Report Due 07/30/13	MBE/WBE Report – Submit with QPR	X (copy)		X	
Reimbursement Request Due 07/30/13	Reimbursement Request No. 9 - Project Expenses 04/01/13 – 06/30/13	X (copy)			X
Report Due 10/30/13	Quarterly Progress Report (QPR) No. 12 (Final) for Period 07/01/13 - 09/30/13	X			
Report Due 10/30/13	MBE/WBE Report (Final) – Submit with QPR	X (copy)		X	
Reimbursement Request Due 10/30/13	Reimbursement Request No. 10 (Final) - Project Expenses 07/01/13 – 09/30/13	X (copy)			X
Months 36 – 39	Federal Financial Report SF-425	X(copy)			X
Months 36 – 39	Closeout Reports	X(copy)		X	

4. BUDGET

4.1 Budget Table

Budget Categories	Project Tasks				
(Programmatic costs only)	Task 1: Project Management	Task 2: Community Outreach	Task 3: Assessments (Phase I/II)	Task 4: Cleanup Planning	TOTAL
	Petroleum Program				
Personnel	0	0	0	0	0
Fringe	0	0	0	0	0
Travel	2,000	0	0	0	2,000
Supplies	0	500	0	0	500
Contractual	4,250	10,000	62,500	20,000	96,750
Subtotals	\$6,250	\$10,500	\$62,500	\$20,000	\$99,250
Percent of Total Budget					21%
	Hazardous Substances Program				
Personnel	0	0	0	0	0
Fringe	0	0	0	0	0
Travel	4,000	0	0	0	4,000
Supplies	0	1,500	0	0	1,500
Contractual	4,250	30,000	306,000	30,000	370,250
Subtotals	\$8,250	\$31,500	\$306,000	\$30,000	\$375,750
Percent of Total Budget					79%
	Totals				
Grand Totals	\$14,500	\$42,000	\$368,500	\$50,000	\$475,000
Percent of Total Budget	3%	9%	78%	11%	100%

4.2 Budget Narrative

The total EPA funded budget for this project is \$475,000, comprised of \$99,250 from the petroleum budget and \$375,500 from the hazardous waste budget. Significant additional funding and in-kind services will be provided by Coalition members and community organizations. Details on the budget for each of the four primary tasks are provided in the following sections.

4.2.1 Task 1: Project Management

The EPA funded budget for the Project Management phase of this project is \$14,500, comprised of \$6,250 from the petroleum budget and \$8,250 from the hazardous waste budget. The funds for this budget are allocated to contractual expenses, which will cover

costs for the environmental consultant(s)' time on project management and reporting outputs, and to travel expenses for Coalition members attendance at three Brownfields Workshops, as more specifically defined as follows:

Contractual Expenses:

(4 hours/month) x (\$85/hour) x (25 consultant months) = **\$8,500**

Travel:

Western Brownfields Conference: 3 People x 3 days to Missoula, MT = \$1,000

National Brownfields Conference: 3 People x 5 days to Philadelphia, PA = \$4,500

Brownfields Land & Revitalization Conference: 3 People x 2 days to Spokane, WA = \$500

Total Travel = **\$6,000**

Total Project Management = **\$14,500**

4.2.2 Task 2: Community Outreach

The EPA funded budget for the Community Outreach phase of this project is \$42,000, comprised of \$10,500 from the petroleum budget and \$31,500 from the hazardous waste budget. The funds for this budget are allocated to contractual services for public involvement/ outreach, more specifically defined as follows:

Supplies:

\$40,000 in two (2) public involvement/outreach contract(s) plus 5% average for supply costs = **\$2,000**

Contractual:

The Public Involvement/Outreach services will assist in providing opportunities for various stakeholders to participate in meaningful and substantively in the planning and execution of the brownfield assessment and planning process. Services may involve the preparation of project fact sheets, press releases, targeted mailings, and updating the City's Brownfield project webpage and organizing educational events and public meetings. Services are to be provided on an as-needed basis under a task order process.

Total Community Outreach = **\$42,000**

4.2.3 Task 3: Assessments (Phase I/II)

The EPA funded budget for the Environmental Assessments phase of this project is \$368,500, comprised of \$62,500 from the petroleum budget and \$306,000 from the hazardous waste budget. The funds for this budget are allocated solely to contractual expenses and will cover costs for the environmental consultant(s) to produce environmental assessments for this project. The budget for this phase is based on the assumption that at a minimum the original five (5) sites (or similar replacement sites) will be assessed. IDEQ assisted the Coalition in preparing the budget for this phase which is more specifically defined as follows:

Site 1: (Phase I @ \$5,000) + (Phase II @ \$55,000)	=	\$ 60,000
Site 2: (Phase I @ \$5,000) + (Phase II @ \$35,000)	=	\$ 40,000
Site 3: (Phase I @ \$10,000) + (Phase II @ \$70,000)	=	\$ 70,000
Site 4: (Phase I @ \$5,000) + (Phase II @ \$60,000)	=	\$ 65,000
Site 5: (Phase I @ \$15,000) + (Phase II @ \$118,500)	=	<u>\$133,500</u>

Total: \$368,500

Note: The above estimates were developed with input from IDEQ with assessment rates varying based on the parcel size and available known historical uses on each property. The budgeted amounts assume no prior assessment activity on the parcels and are considered more than adequate to perform assessments on at least these five (5) properties or similar replacement properties. Any excess funds not used for these specific properties will be applied to additional environmental assessments as more properties are identified and as funds allow.

4.2.4 Task 4: Cleanup Planning

The EPA funded budget for the Cleanup Planning phase of this project is \$50,000, comprised of \$20,000 from the petroleum budget and \$30,000 from the hazardous waste budget. The funds for this budget are allocated solely to contractual expenses and will cover costs for the environmental consultant(s)' time to conduct cleanup planning activities. The budget was estimated as follows:

Cleanup Planning: (5 sites @ \$10,000 average / site) = **\$50,000**