

Brownfields Cooperative Agreement Quarterly Progress Report

The Small Business Liability Relief and Brownfields Revitalization Act (SBLRBRA) was signed into law on January 11, 2002. The Act amends the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, by adding Section 104(k). Section 104(k) authorizes the U.S. Environmental Protection Agency (EPA) to provide funding to eligible entities to inventory, characterize, assess, conduct planning related to, remediate, or capitalize revolving loan funds for, eligible brownfield sites. Entities are selected from proposals prepared in accordance with the "Proposal Guidelines for Brownfield Assessment, Revolving Loan Fund, and Cleanup Grants," and submitted in a national competition. The City of Chicopee, was selected for Cleanup funding for this Brownfields project in the FY 2013 competition. This Brownfields project advances EPA's Strategic Plan, Goal 3 - Cleaning Up Communities and Advancing Sustainable Development and Objective 3.1 - Promote Sustainable and Livable Communities. This quarterly report provides an update on this project and progress toward achieving the anticipated outputs and outcomes.

City of Chicopee

Cooperative Agreement#: BF96175601
State: MA
POP Start date: 10/01/2013 **POP End date:** 09/30/2016
Properties Associated: Unioryal - Parcel #147-06,
Reporting Period: 07/01/2015 - 09/30/2015
Submitted By: **Date Submitted:**

Project Progress

Task	Summary of the Progress this Quarter	Status
<p>Cooperative Agreement Oversight</p>	<p>Cooperative Agreement Oversight is ongoing. Quarterly Report #8 covers the period of July 1 - September 30, 2015. The Information Repository established during the 1st quarter is up to date as of the submission of this quarterly report. The Repository remains available from the Planning Department at any time during normal business hours (Monday - Friday, 9:00a.m. - 5:00p.m.). Additionally, a second copy of the Repository is available at the Chicopee Public Library during normal business hours. All documents have been uploaded to the Planning Department's webpage and are available digitally at (https://www.chicopeema.gov/page.php?id=74). Work on the HEAL Chicopee website is ongoing - the website is planned to serve as the City's primary outreach platform for the Brownfields Program. All materials in the Information Repository will be uploaded to the new website prior to launching later this year. The City plans to utilize social media along with the new website to further connect the community to the program while opening numerous avenues for residents to provide feedback, thoughts and ideas to the City. Expenses incurred during the 8th quarter (\$2,500.00); a request for reimbursement (\$1,116.40) was submitted on August 27, 2015; a drawdown request for the remainder of expended funds will be submitted during the next quarter. Community Involvement Sub-tasks completed to date include: the Community Relations Plan, Analysis of Brownfields Cleanup Alternatives, 30-Day ABCA Public Comment Period, Public Meetings and the Completion of Decision Documents. Two City staff members attended the Brownfields 2015 Conference in Chicago.</p>	<p>In Progress</p>
	<p>LSP/Professional Engineering Services were procured by the City with the completion of a contract amendment with BETA Group on April 2, 2014. Abatement Design & Engineering documents were reviewed and finalized for the development of Bid Documents. Bid Documents were released on October 1, 2014 and proposals were due on October 30, 2014. American Environmental, Inc. of Holyoke, MA was the lowest qualified bidder. A Notice</p>	

Abatement Design & Procurement	of Award was issued on November 12, 2014 and a Notice to Proceed was issued on December 2, 2014. A project kick-off meeting was held on December 1, 2014. BETA Group determined that a Site Specific Quality Assurance Project Plan (SSQAPP) was not required to advance this project. Should conditions require a SSQAPP, one will be developed and submitted for review. American Environmental's Health & Safety Plan was approved during November 2014. Project status meetings have been on-going as needed.	In Progress
Abatement Activities	Abatement Activities are substantially complete following project initiation on December 4, 2014. As of the submission of this quarterly report abatement work in the basement, 1st, 2nd and 3rd floors of the building have been completed. Project closeout will be advanced during the next reporting period.	In Progress
Air Monitoring & Post-Abatement Testing	Air Monitoring and post-abatement testing is substantially complete. Project closeout will be advanced during the next reporting period.	In Progress

Modifications to the Workplan:

No modifications to the workplan were approved during the quarter; no modifications are anticipated during the next reporting period.

Site-Specific Deliverables:

N/A during the reporting period.

Other Work Products/Outputs:

- Cooperative Agreement Oversight:
- Quarterly Report #8 (July 1 - September 30, 2015)
- Updated information repository
- Ongoing development of the HEAL Chicopee website

Environmental Outcomes (include GSR and remediation):

Abatement activities were completed during the 7th quarter; statistics related to the volume of hazardous building materials will be quantified for reporting during the next reporting period.

Funds Expended

Funding Type: Hazardous

	Initial Approved Budget	Current Approved Budget	Costs Incurred this Quarter	Costs Incurred to Date	Total Remaining
Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Equipment	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$194,000.00	\$194,000.00	\$0.00	\$170,317.00	\$23,683.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$200,000.00	\$200,000.00	\$2,500.00	\$172,817.00	\$27,183.00
Cost Share	\$40,000.00	\$40,000.00	\$0.00	\$2,725.00	\$37,274.00
Grant Total	\$240,000.00	\$240,000.00	\$2,500.00	\$175,542.00	\$64,457.00

Narratives

Budget and Overall Project Status:

Cooperative Agreement Oversight is ongoing. Substantial completion of Abatement Design & Procurement subtasks has been reached. Abatement activities were substantially completed during the 7th quarter. The project remains on budget and is targeted for closeout during the new reporting period.

No significant delays or other challenges have occurred during this reporting period.

Cost Share and Leveraging Information:

No additional funds were expended during the 8th quarter.

To date the total Cost Share amount met is \$2,726.24 (\$291.06 in local government funds & \$2,435.18 in CDBG funds). The City intends to meet the full \$40,000 match requirement through additional local government and CDBG resources.

The City has secured two additional sources of leveraged funds:

- \$200,000 sub-grant from the Pioneer Valley Planning Commission's (PVPC) Brownfields Revolving Loan Fund (RLF). The entire sub-grant was utilized to fund abatement activities.

- Chicopee's City Council approved the allocation of \$185,000 towards ongoing abatement work on Building #26. The funds were utilized to secure the building's windows to minimize water damage. Additionally, funding supported roof stabilization and roof drain improvements.

Federal Cross-Cutters or Other Regulatory Requirements:

No significant delays or other challenges have been encountered during this reporting period. No significant changes to the schedule have occurred nor are any anticipated during the next reporting period.

The project remains on schedule for completion during the currently approved project period.

Property Specific Data

	Unioryal - Parcel #147-06
ACRES Property ID	171061
Hazardous Substance Funding Amount	200000
Petroleum Funding Amount	
QEP Services Procured	04/02/2014
Community Relations Plan Finalized	03/20/2013
Information Repository Established	08/30/2013
30-day Comment Period Begins	03/20/2013
Public Meeting Date	04/10/2013
Comment Period Ends	04/19/2013
ABCA Finalized	04/20/2013
Approved SSQAPP Date	
Cleanup Start Date	12/04/2014
Cleanup Completion Date	
Date of NFA Letter from State or Equivalent	
Date Engineering Controls in Place (If Required)	
Date Institutional Controls in Place (If Required)	

**U.S. ENVIRONMENTAL PROTECTION AGENCY
 MBE/WBE UTILIZATION UNDER FEDERAL GRANTS
 AND COOPERATIVE AGREEMENTS**

PART I. (Reports are required even if no procurements are made during the reporting period.)

1A. FEDERAL FISCAL YEAR (Oct. 1-Sep 30) 20 <u>15</u>	1B. REPORTING PERIOD (Check ALL appropriate boxes) <input type="checkbox"/> 1 st (Oct-Dec) <input type="checkbox"/> 2 nd (Jan-Mar) <input type="checkbox"/> 3 rd (Apr-Jun) <input type="checkbox"/> 4 th (Jul-Sep) <input type="checkbox"/> Semi-Annual (Oct-Mar) <input checked="" type="checkbox"/> Semi-Annual (Apr-Sep) <input type="checkbox"/> Annual <input type="checkbox"/> Check if this is the last report for the project (Project completed).																		
1C. REVISION OF A PRIOR REPORT? Y or N Year: _____ Quarter: _____	BRIEFLY DESCRIBE THE REVISIONS YOU ARE MAKING: N/A																		
2A. EPA FINANCIAL ASSISTANCE OFFICE ADDRESS (ATTN: DBE Coordinator) 5 Post Office Square, Suite 100 Boston, MA 02109	3A. RECIPIENT NAME AND ADDRESS City of Chicopee 274 Front Street Chicopee, MA 01013																		
2B. EPA DBE COORDINATOR Name: <u>Larry Wells</u> E-mail: <u>wells.larry@epa.gov</u>	2C. PHONE: <u>617-918-1836</u> Fax: _____	3B. RECIPIENT REPORTING CONTACT: Name: <u>Lee M. Pouliot</u> E-mail: <u>lpouliot@chicopeema.gov</u>	3C. PHONE: <u>413-594-1516</u> Fax: <u>413-594-1514</u>																
4A. FINANCIAL ASSISTANCE AGREEMENT ID NUMBER (SRF State Recipients, refer to Instructions for Completion of blocks 4A, 5A and 5C.) <u>96175601</u>	4B. FEDERAL FINANCIAL ASSISTANCE PROGRAM TITLE or CFDA NUMBER: <u>66-818</u>																		
5A. TOTAL ASSISTANCE AGREEMENT AMOUNT (SRF State Recipients, refer to Instructions for Completion of blocks 4A, 5A and 5C.) EPA Share: \$ <u>200,000.00</u> Recipient Share: \$ <u>40,000.00</u>	5B. If NO procurement and NO accomplishments were made this reporting period (by the recipients, sub-recipients, loan recipients, and prime contractors), CHECK and SKIP to Block No. 7. (Procurements are all expenditures through contract, order, purchase, lease or barter of supplies, equipment, construction, or services needed to complete Federal assistance programs. Accomplishments, in this context, are procurements made with MBEs and/or WBEs.) <input type="checkbox"/>																		
5C. Total Procurements This Reporting Period (Only include amount not reported in any prior reporting period) Total Procurement Amount \$ <u>436,766.00</u> (Include total dollar values awarded by recipient, sub-recipients and SRF loan recipients, including MBE/WBE expenditures.)																			
5D. Were sub-awards issued under this assistance agreement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Were contracts issued under this assistance agreement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>																			
5E. MBE/WBE Accomplishments This Reporting Period Actual MBE/WBE Procurement Accomplished: (Include total dollar values awarded by recipient, sub-recipients, SRF loan recipients and Prime Contractors.) <table style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width:10%;"></th> <th style="width:20%; text-align: center;"><u>Construction</u></th> <th style="width:20%; text-align: center;"><u>Equipment</u></th> <th style="width:20%; text-align: center;"><u>Services</u></th> <th style="width:20%; text-align: center;"><u>Supplies</u></th> <th style="width:10%; text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>\$MBE:</td> <td style="text-align: center;"><u>61,480.00</u></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><u>61,480.00</u></td> </tr> <tr> <td>\$WBE:</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><u>0.00</u></td> </tr> </tbody> </table>			<u>Construction</u>	<u>Equipment</u>	<u>Services</u>	<u>Supplies</u>	<u>Total</u>	\$MBE:	<u>61,480.00</u>	_____	_____	_____	<u>61,480.00</u>	\$WBE:	_____	_____	_____	_____	<u>0.00</u>
	<u>Construction</u>	<u>Equipment</u>	<u>Services</u>	<u>Supplies</u>	<u>Total</u>														
\$MBE:	<u>61,480.00</u>	_____	_____	_____	<u>61,480.00</u>														
\$WBE:	_____	_____	_____	_____	<u>0.00</u>														
6. COMMENTS: (If no MBE/WBE procurements were accomplished during the reporting period, please explain what steps you are taking to achieve the MBE/WBE Program requirements specified in the terms and conditions of the Assistance Agreement.) <u>Payment to American Environmental, Inc.</u>																			
7. NAME OF RECIPIENT'S AUTHORIZED REPRESENTATIVE <u>Lee M. Pouliot</u>	TITLE <u>Director of Planning & Development</u>																		
8. SIGNATURE OF RECIPIENT'S AUTHORIZED REPRESENTATIVE 	DATE <u>11/2/2015</u>																		

PART II.

MBE/WBE PROCUREMENTS MADE DURING REPORTING PERIOD
EPA Financial Assistance Agreement Number: 96175601

1. Procurement Made By		2. Business Enterprise		3. \$ Value of Procurement	4. Date of Procurement MM/DD/YY	5. Type of Product or Services ^A (Enter Code)	6. Name/Address/Phone Number of MBE/WBE Contractor or Vendor
Recipient	Sub-Recipient and/or SRF Loan Recipient	Minority	Women				
✓		✓		\$430,203.70	7/31/15	1	American Environmental, Inc. 18 Canal Street Holyoke, MA 01040 413-322-7190 

Type of product or service codes:

1 = Construction 2 = Supplies 3 = Services 4 = Equipment
 Note: Refer to Terms and conditions of your Assistance Agreement to determine the frequency of reporting. Recipients are required to submit MBE/WBE reports to EPA beginning with the Federal fiscal year quarter the recipients receive the award, continuing until the project is completed.
 EPA FORM 5700-52A - (Approval Expires 12/22/13)