

**Lorain County Brownfield Coalition**  
**U.S. EPA Brownfields Community-Wide Assessment Grant**  
**Petroleum and Hazardous Substances**  
**Report Period: January 1, 2015 – March 31, 2015**

**Quarterly Progress Report**  
**Report No. 2 – Submitted April 2015**

**1.0 Project Summary**

The Lorain County Brownfield Coalition will use a \$600,000 grant to assess properties and quantify risks to human health and the environment. The Coalition will use U.S. EPA funds to conduct Phase I and II environmental assessments, remedial planning and design and community outreach at brownfield properties that are currently underutilized and abandoned. The money will be split between hazardous substances (\$450,000) and petroleum (\$150,000). Funds will help determine potential risks to human health and the environment, and plan for cleanup to eliminate these risks and promote sustainable redevelopment. Five coalition members are guaranteed to have at least one property assessed in their jurisdiction, and the Coalition has created an application for non-Coalition jurisdictions to complete if they would like funding for their community. Further, the LPA will use U.S. EPA funds as “seed money” for leveraging additional brownfields grants for assessment, remediation and acquisition.

**GRANTEE:**

Lorain County, Ohio

**ASSISTANCE ID No.:** BF-00E01363-0

**REPORTING PERIOD:**  
January 1, 2015 – March 31, 2015

**PROJECT CONTACT:**

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**2.0 Modifications to the Work Plan**

No modifications.

**3.0 Status of Activities and Schedule of Deliverables**

**TASK 1A: Engage an Environmental Consultant for Grant Deliverables**

Activities	Deliverables	Schedule / Progress
Prepare draft RFQ	Submit draft RFQ for USEPA review	Complete
Revise draft RFQ in accordance with USEPA comments	Provide USEPA with copy of final RFQ for approval	Complete
Advertise RFQ (Public Notice and Send to Interested Parties)	Provide USEPA with copy of published RFQ	The RFQ was advertised on September 3 <sup>rd</sup> & 10 <sup>th</sup> in the Chronicle Telegram. Copies are available on file at the Lorain County Community Development Dept.
Review and evaluate RFQs; Select Consultant	Notify USEPA about selection	Thirteen proposals were received and evaluated by LCCDD staff with input from other Coalition members. Two were selected in order to expedite assessments.
Contract with Consultant	Contract Document	Contracts with Partners Environmental and Hull & Associates approved and executed by Board of County Commissioners December 10 <sup>th</sup> , 2014.

**TASK 1B: Develop a Site Inventory**

Activities	Deliverables	Schedule / Progress
Hold pre-QAPP meeting between consultant and US EPA	Meeting Minutes	Conference Call held on December 18 <sup>th</sup> , 2014. Notes are on file at LCCDD.
Submit Draft QAPP and prepare draft Health & Safety Plan	Draft QAPP and Health & Safety Plan forwarded to US EPA	Each consultant will submit by the end of January 2015
Submit Final QAPP and Health & Safety Plan	Final plans forwarded to US EPA	15 days after comments received by EPA
Compile a Comprehensive Brownfield Site Inventory	Site Database	GIS Computer was installed. Software is being purchased in April.

**TASK 2: Phase I and II Environmental Site Assessments**

- North Ridgeville AT&T Building (Phase 1 draft complete)
- Our Lady of The Wayside (Phase 1 in process)
- North Ridgeville Detention Basin (Proposal Accepted by County)
- Lorain County Port Authority DIY Building (Proposal Accepted by County)
- Oberlin Research & Commerce Park (Proposal Pending)

**TASK 3: Remedial Planning and Design**

- No activities related to this task were completed during this reporting period.

**TASK 4: Health Evaluation**

- No activities related to this task were completed during this reporting period.

**TASK 5: Community Outreach, Programmatic Expenses and Travel**

- No activities related to this task were completed during this reporting period.

**Lorain County Brownfield Coalition QPR: Report #2 (January 1, 2015 – March 31, 2015)**  
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**TASK 6: Quarterly, Disadvantaged Business Enterprise (DBE) Reporting and Annual Financial Reporting to USEPA**

Activities	Deliverables	Schedule / Progress
Prepare Quarterly Reports and enter property profile information into ACRES Program	Quarterly Report received by U.S. EPA Project Officer Data entered into ACRES	This is the second QPR. First was submitted January 2015
Annual Financial Report	One year from Cooperative Agreement start date	Annually
Disadvantage Business Reports	Reports as required	Annually



## 5.0 Problems Encountered/Assistance Needed

No problems or delays were encountered during this reporting period.

## 6.0 Measures of Success – Grant Program Indicators

Following execution of the cooperative agreement (CA), the Coalition went through the Qualifications process to select an environmental consultant. The Coalition received qualifications packets from thirteen consulting firms, and selected two in order to move as quickly as possible: Partners Environmental, Inc. and Hull & Associates, Inc. Agreements specify that the Coalition will make a best faith effort to divide funds as equally as possible between the consultants.

The RFQ was prepared in September 2014 and was advertised on September 3<sup>rd</sup> and 10<sup>th</sup>, 2014.

Contracts were executed with Partners Environmental and Hull & Associates on December 10<sup>th</sup>, 2014.

Five Phase 1's are currently underway.

<u>Proposed Deliverables</u>	<u>% Completed</u>
QAPP (Draft)	100%
SAP/Phase II ESAs	0%
Qrt Reports	100%

## 7.0 Qualitative Indicators of Success

The Coalition will use U.S. EPA funds to conduct Phase I and II environmental assessments, remedial planning and design and community outreach at brownfield properties that are currently underutilized and abandoned. Funds will help determine potential risks to human health and the environment, and plan for cleanup to eliminate these risks and promote sustainable redevelopment. No funds have yet been spent on these activities.

## 8.0 Summary of Expenses by Category

<b>Hazardous Assessment Budget (Report Period January 1, 2015 – March 31, 2015)</b>					
<b>Budget Category</b>	<b>Budgeted Amount</b>	<b>Previous Expenses</b>	<b>Quarter Expenses</b>	<b>Cumulative Expenses</b>	<b>Budget Remaining</b>
Personnel	\$28,200.00	\$0.00	\$1,030.08	\$1,030.08	\$27,169.92
Fringe Benefits	\$7,050.00	\$0.00	\$418.18	\$418.18	\$6,631.82
Travel	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Supplies	\$3,750.00	\$309.02	\$0.00	\$309.02	\$3,440.98
Contractual	\$405,000.00	\$0.00	\$0.00	\$0.00	\$405,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$450,000.00</b>	<b>\$309.02</b>	<b>\$1,448.26</b>	<b>\$1,757.28</b>	<b>\$448,242.72</b>

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<b>Petroleum Assessment Budget (Report Period January 1, 2015 – March 31, 2015)</b>					
<b>Budget Category</b>	<b>Budgeted Amount</b>	<b>Previous Expenses</b>	<b>Quarter Expenses</b>	<b>Cumulative Expenses</b>	<b>Budget Remaining</b>
Personnel	\$9,400.00	\$0.00	\$343.36	\$343.36	\$9,056.64
Fringe Benefits	\$2,350.00	\$0.00	\$139.39	\$139.39	\$2,210.61
Travel	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Supplies	\$1,250.00	\$102.00	\$0.00	\$102.00	\$1,148.00
Contractual	\$135,000.00	\$0.00	\$0.00	\$0.00	\$135,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$150,000.00</b>	<b>\$102.00</b>	<b>\$479.75</b>	<b>\$581.75</b>	<b>\$149,418.25</b>