

Lorain County Brownfield Coalition
U.S. EPA Brownfields Community-Wide Assessment Grant
Petroleum and Hazardous Substances
Report Period: April 1, 2015 – June 30, 2015

Quarterly Progress Report
Report No. 3 – Submitted July 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:

April 1, 2015 – June 30, 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 rd & 10 th 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 th , 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 th , 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 was purchased in May and has been installed.

TASK 2: Phase I and II Environmental Site Assessments

- North Ridgeville AT&T Building (Phase 1 complete; Phase 2 recommended)
- Our Lady of The Wayside (Phase 1 complete)
- North Ridgeville Detention Basin (Phase 1 complete)
- Lorain County Port Authority DIY Building (Phase 1 complete)
- Oberlin Research & Commerce Park (Phase 1 complete)
- Oberlin Bait & Canteen (Phase 1 in process)
- Hales Florist (Phase 1 in process)

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

- On April 23, 2015 the Lorain County Community Development Department hosted a public sector event at the Lorain County Transportation Center. The event highlighted available governmental resources, including the FY2014 Brownfield Grant. Those in attendance were introduced to what brownfield remediation is and how the U.S. EPA grant can assist them with covering the cost for Phase I and Phase II environmental assessments.

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 third QPR. First was submitted January 2015, second was submitted April 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 3rd and 10th, 2014.

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

QAPP (SAP) for Hull & Associates and Partners Environmental were submitted to Chicago EPA February 2015 and are currently awaiting approval.

Two Phase 1's are currently underway.

<u>Proposed Deliverables</u>	<u>% Completed</u>
QAPP (Draft)	100%
SAP/Phase II ESAs	75%
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. Five Phase I Environmental Site Assessments have been completed:

1) North Ridgeville AT&T Building	\$3,450
2) Our Lady of The Wayside	\$4,299.92
3) North Ridgeville Detention Basin	\$3,743.10
4) Lorain County Port Authority DIY Building	\$3,688.61
5) Oberlin Research & Commerce Park	\$5,400.20
TOTAL: \$20,581.83	

8.0 Summary of Expenses by Category

Hazardous Assessment Budget (Report Period April 1, 2015 – June 30, 2015)					
Budget Category	Budgeted Amount	Previous Expenses	Quarter Expenses	Cumulative Expenses	Budget Remaining
Personnel	\$28,200.00	\$1,030.08	\$1,210.72	\$2,240.80	\$25,959.2
Fringe Benefits	\$7,050.00	\$418.18	\$583.43	\$1,001.61	\$6,048.39
Travel	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Supplies	\$3,750.00	\$0.00	\$2,156.45	\$2,465.47	\$1,284.53
Contractual	\$405,000.00	\$0.00	\$20,581.83	\$20,581.83	\$384,418.17
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$450,000.00	\$1,448.26	\$24,532.43	\$26,289.71	\$423,710.29

Petroleum Assessment Budget (Report Period April 1, 2015 – June 30, 2015)					
Budget Category	Budgeted Amount	Previous Expenses	Quarter Expenses	Cumulative Expenses	Budget Remaining
Personnel	\$9,400.00	\$343.36	\$403.57	\$746.93	\$8,653.07
Fringe Benefits	\$2,350.00	\$139.39	\$194.48	\$333.87	\$2,016.13
Travel	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Supplies	\$1,250.00	\$0.00	\$718.82	\$820.82	\$429.18
Contractual	\$135,000.00	\$0.00	\$0.00	\$0.00	\$135,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$150,000.00	\$482.75	\$1,257.48	\$1,901.62	\$148,098.38