

**U.S. EPA Brownfield Community-Wide Assessment Grant –  
Hazardous Materials and Petroleum Substances  
City of Janesville, Wisconsin**

Cooperative Agreement No. BF-00E00906-0

Quarterly Report No. 1  
October 1, 2011 through December 31, 2011

Submitted by:  
City of Janesville  
Al Hulick

**U.S. EPA Brownfield Community-Wide Assessment Grant  
City of Janesville, Wisconsin**

- A. Project Title:  
City of Janesville – Brownfield Community-Wide Assessment Grant – Hazardous Materials & Petroleum Substances
- B. Name of Grantee:  
City of Janesville, Wisconsin
- C. Cooperative Agreement No.:  
BF-00E00906-0  
Date of Award: 9/9/2011  
Project Period: 9/1/2011 – 8/31/2014  
Grant Amount: \$400,000 (\$200,000 – Hazardous Materials, \$200,000 – Petroleum Substances)
- D. Project Contact(s):
- |   |   |
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**BACKGROUND**

The United States Environmental Protection Agency (USEPA) has awarded the City of Janesville (“City”) a Brownfields Assessment Cooperative Agreement (CA) for the assessment of sites contaminated by hazardous substances and petroleum products. The CA funds will be used to list potential brownfield sites, prioritize redevelopment areas, conduct Phase I and Phase II assessments, prepare remedial action plans, human health monitoring, and to facilitate ongoing community involvement for both hazardous substances and petroleum based sites. All work will be performed in accordance with the Administrative Conditions and Cleanup Terms and Conditions as outlined in the USEPA Cooperative Agreement BF-00E00906-0

The City’s intent is to leverage the CA dollars by using CA funds to support and expand brownfield redevelopment efforts that are being driven by private and municipal development efforts. The City has solicited and retained a qualified environmental consultant (Ayres Associates) using a quality-based selection criteria in accordance with City procurement protocols and federal procurement rules. The qualified environmental consultant will assist with the CA management, perform environmental assessments, and prepare technical documents.

Successful brownfield redevelopments will enhance the local economy, create local jobs, increase market value and affordable housing stock, and increase tax revenues, which will help restore public support services and support additional brownfield redevelopments.

**INTRODUCTION**

The City entered into a Cooperative Agreement with the USEPA on October 6, 2011. Since that time, the City has undertaken a search and assessment of qualified Environmental Consultants. This request for proposal was advertised in accordance with the federal procurement procedures for selecting a qualified firm. Three firms responded to the request for proposals. The three proposals were reviewed by a team of staff members and a community member, and scored and ranked. Of those three responses, two firms were interviewed by staff and a community member. Ultimately, the interview team selected Ayres Associates out of Madison, WI as the most qualified respondent.

The City of Janesville is currently in the contractual negotiations with Ayres Associates and hopes to have a final contract agreement in place within the next 14 days. Once the contract is in place, work will commence on the following grant tasks as soon as possible.

**TASK 1: SITE INVENTORY AND PRIORITIZATION**

*Status: To begin once an Environmental Consultant Contract Agreement has been reached.*

The City intends to conduct a Brownfields Site Inventory & Prioritization Process. City planning staff and Economic Development Director will identify potential sites, with the assistance of the city's Environmental Engineer, who will give cursory review of sites and their potential for contamination. The City will contract for part of this initial stage in order to utilize environmental experts. The identification process is an important community involvement opportunity, and staff will spend in-kind time to perform outreach to knowledgeable community members. The Process will result in a ranking of Brownfields properties in Janesville that reflects environmental, redevelopment, and community concerns and opportunities. This process will provide a clear plan for initiating assessment at Petroleum and Hazardous Substances sites.

## **TASK 2: CONDUCT PHASE I ENVIRONMENTAL SITE ASSESSMENTS**

*Status: To begin once an Environmental Consultant Contract Agreement has been reached.*

Subject to USEPA approval of Eligibility Determination Forms and , we anticipate funding Phase I ESAs that satisfy the requirements of EPA's All Appropriate Inquiry and ASTM Practice 1527-05 ("Standard Practice for Environmental Site Assessments) at approximately 12-16 sites, including at least 4 sites where petroleum contamination is suspected and at least 8 sites where hazardous substances contamination is suspected. Sites assessed will be those identified as the highest-ranking petroleum sites and the highest-ranking hazardous substances sites through the Site Inventory and Prioritization process.

## **TASK 3: CONDUCT PHASE II ENVIRONMENTAL SITE ASSESSMENTS, CLEANUP PLANNING, and WISCONSIN DNR VOLUNTARY CLEANUP PROGRAM**

*Status: To begin once an Environmental Consultant Contract Agreement has been reached.*

Phase II ESAs will be conducted as needed following completion of Phase I ESAs. Depending on the results of Phase I ESAs, we anticipate funding 4-6 Phase II ESAs with this grant (final number of assessments conducted with grant funds will depend on site complexity). We will develop Remedial Action Planning (RAPs) for two priority sites with identified remediation needs assessed under this grant. We will use any remaining funds to conduct this level of assessment and detailed remedial planning at additional priority properties deemed eligible.

All properties evaluated using these grant funds will be enrolled in the Wisconsin Department of Natural Resource's (DNR) Voluntary Party Liability Exemption (VPLE) Cleanup Program.

## **TASK 4: ON-GOING COMMUNITY INVOLVEMENT**

*Status: To begin once an Environmental Consultant Contract Agreement has been reached. However, the City has had some initial discussions with potential members of the Brownfield Advisory Group regarding the project and their prospective interest in serving as part of the Group.*

The City will develop a Brownfields Advisory Committee, which would consist of appointed representatives from each of the engaged entities—including community development partners, neighborhood groups, redevelopment partners, and public health service providers. The Brownfields Advisory Committee will provide direction to the work performed under the grant and through the Brownfields Program more broadly, including guiding the work of City Staff, partners, and consultants. Community engagement procedures employed will be modeled on the successful process used during *Comprehensive Plan* development, and the Committee will provide guidance and a consistent public face and contact point for the Brownfields Program.

#### **TASK 5: HEALTH MONITORING PROGRAM**

*Status: To begin once an Environmental Consultant Contract Agreement has been reached. The City has made initial contacts with the Rock County Health Department to discuss their role in the process. Also, the City has been in touch with Laruel Berman from ATSDR about their role in the Health Monitoring Task.*

The City will partner with Rock County Health Department, EPA, the Agency for Toxic Substances and Disease Registry (ATSDR), the Wisconsin Department of Health Services, Mercy Health System, and others in the healthcare industry, to assist in establishing baseline measures to assess the impact of redevelopment on public health.

Janesville will use the ATSDR Brownfields/Land Revitalization Action Model, a grassroots, community-level model designed to foster dialogue, communication, and vision among the diverse members of the community. The Action Model framework encourages the community to focus on broad public health topics connected to community health, such as physical and mental health; environment; education and economy; planning; safety and security; and communication and risk communication.

#### **TASK 6: ELIGIBLE PROGRAMMATIC ACTIVITIES**

*Status: To begin once an Environmental Consultant Contract Agreement has been reached.*

The City's Project Manager will work with project consultants to prepare and submit quarterly reports to U.S. EPA. The reports will describe progress on each defined Task in this Work Plan and additional information as required in the Terms & Conditions of the Cooperative Agreement. The reports will be submitted electronically, unless another arrangement is discussed and approved by U.S. EPA. Property profile forms, submitted via ACRES, will be completed for each property where grant funds are expended and submitted and updated on a quarterly basis. The City will also prepare annual financial reports on the program for U.S. EPA. This task also includes general communication with U.S. EPA about the grant.

**BUDGET**

The total Assessment Grant award is for \$400,000. The budget for each grant components is provided in detail below:

Hazardous Substances Grant Budget Categories (Programmatic costs only)	Task 1:	Task 2:	Task 3:	Task 4:	Task 5:	Task 6:	Total Costs
	Site Inventory and Prioritization	Phase I ESAs & QAPP	Phase II ESAs / Cleanup Planning / DNR VCP	Community Involvement & Reuse Planning	Health Monitoring Program	Eligible Programmatic Activities	
Personnel				\$3,000	\$500	\$1,000	\$4,500
Equipment							\$0
Travel							\$0
Contractual	\$10,000	\$43,000	\$138,500	\$1,500			\$193,000
Other			\$2,500				\$2,500
<b>Hazardous Total</b>	<b>\$10,000</b>	<b>\$43,000</b>	<b>\$141,000</b>	<b>\$4,500</b>	<b>\$500</b>	<b>\$1,000</b>	<b>\$200,000</b>
City In-kind Match	\$1,250			\$5,000	\$1,250		\$7,500

Petroleum Substances Grant Budget Categories (Programmatic costs only)	Task 1:	Task 2:	Task 3:	Task 4:	Task 5:	Task 6:	Total Costs
	Site Inventory and Prioritization	Phase I ESAs & QAPP	Phase II ESAs / Cleanup Planning / DNR VCP	Community Involvement & Reuse Planning	Health Monitoring Program	Eligible Programmatic Activities	
Personnel	\$5,000			\$7,000	\$2,000	\$3,000	\$17,000
Equipment							\$0
Travel						\$3,000	\$3,000
Contractual	\$30,000	\$26,000	\$110,000	\$1,500			\$167,500
Other			\$2,500		\$10,000		\$12,500
<b>Petroleum Total</b>	<b>\$35,000</b>	<b>\$26,000</b>	<b>\$112,500</b>	<b>\$8,500</b>	<b>\$12,000</b>	<b>\$6,000</b>	<b>\$200,000</b>
City In-kind Match	\$1,250			\$5,000	\$1,250		\$7,500

